



AGENDA OF THE COMMON COUNCIL

TUESDAY, APRIL 20, 2021, 6:00 PM
Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

C. Pledge of Allegiance.

D. Invocation.

- I. The invocation will be led by Alder Mark Steuer, District 10.

E. Approval of Minutes.

- I. Approval of the minutes from the March 30, 2021 Common Council Meeting.
2. Approval of the minutes from the April 1, 2021 Special Common Council Meeting.

F. Approval of the Agenda.

G. Report by the Mayor.

H. Announcements.

I. Appointments.

- I. Reappointments:

Green Bay Area Room Tax Commission

Larry Vesely, 1715 E. Sonata Dr., Green Bay, WI 54301

Term to Expire: April 1, 2022

Ethics Board

Cheryl Renier-Wigg, 626 S. Jackson St., Green Bay, WI 54301

Term to Expire: April 1, 2024

J. Ordinances - Second Reading for Adoption.

1. Zoning Ordinance No. 04-21
An Ordinance rezoning the property located at 120 Bedford Road from Rural Residential (RR) District to Low Density Residential (R1) District.
2. General Ordinance No. 05-21
An ordinance amending Sections 13-303, 13-1606(1) and 13-1714, Green Bay Municipal Code, relating to drive-through Facilities.

K. Report of the Redevelopment Authority (April 13, 2021).

1. To grant an additional six (6) months of deferred payments on the RDA loan with Quality Inn and Suites Downtown, which would extend the agreement to the end of August 2021, with the following requirements: 1) any proposed sale of the property while there is a balance due on the loan must be approved by the RDA, and 2) the City retains a right of first refusal on the property once the loan is paid back.
2. To approve the Tax Increment District Affordable Housing (TIDAH) Fund Policy and to include the suggestions as discussed.
3. To approve and recommend to the Common Council the City of Green Bay's 2021 Annual Action Plan for Community Development Block Grant Program (CDBG) and HOME Investment Partnerships Program (HOME) entitlement programs.

L. Report of the Improvement & Services Committee (April 14, 2021).

1. To hold the request by resident at 1604 Hillcrest Drive to extend the payback period and waive the interest for the water assessments associated with the Hillcrest Drive Reconstruction project.
2. To approve the modified revisions to Section 8.11, Green Bay Municipal Code, Noxious Weeds and Maintenance of Vegetation effective June 1, 2021.
3. To approve the request by Green Bay Water Utility to have the City of Green Bay waive the \$30 plumbing fee for the galvanized water service replacement program.
4. To approve the request by Department of Public Works to award the Clerk's Office Conference Room construction contract at a staff level and report the award at the next regular meeting of the Improvement and Services Committee.
5. To approve the request by Department of Public Works to accept the grant from the Environmental Protection Agency (EPA) and enter into a contract with Wisconsin Department of Natural Resources (WDNR) to complete the scope of work and the project at the Tank Farm Marsh.
6. To approve the report of the Purchasing Manager to award US Petroleum Equipment for the replacement of the Fuelmaster system at the Department of Public Works shops for the sum of \$28,215. The Fuelmaster System was competitively bid on Sourcewell Contract #092920-SYS.

7. To approve the award of the following contracts:

A. BRIDGE 1-21 (ATKINSON DRIVE OVER CN/WC RAILROAD B-5-225) EXPANSION JOINT REPLACEMENT to the low responsive bidder, Highway Landscapers, Inc., in the amount of \$208,500.

B. RAMPS 1-21 MAIN STREET PARKING RAMP FAÇADE REMOVAL to the low responsive bidder, Central Restoration, LLC, in the amount of \$91,593.

C. SOUTH BAY SHORE DIKE REINFORCEMENT - SEGMENTS 20-22 to the low responsive bidder, Vinton Construction Co., in the amount of \$443,553.75.

8. To receive and place on file the report of award of the following contracts:

A. PAVEMENT 2-21 JACKSON STREET RECONSTRUCTION to the low responsive bidder, Soper Sewer & Water, LLC, in the amount of \$2,316,702.99.

B. PAVEMENT 3-21 S. JACKSON STREET RECONSTRUCTION to the low responsive bidder, Peters Concrete Co., in the amount of \$2,263,864.75.

9. To approve the acquisition of right-of-way for Tax Parcel No. 5-1363 for improvements to Gray Street from Dousman Street to Mather Street.

10. To receive and place on file the report of actions taken by Department of Public Works

A. Granting of Licenses

1. Sidewalk Builder

- a. E&I Concrete Construction
- b. Evraets Concrete Construction LLC
- c. Fischer Ulman Construction Inc.
- d. Kurowski Construction LLC
- e. N&L Concrete Construction LLP
- f. RG Hendricks & Sons Construction Inc.

2. Tree & Brush Trimmer

- a. A to Z Tree Service

3. Underground Sprinkler System

- a. ADC Maintenance LLC

M. Report of the Protection & Policy Committee (April 12, 2021).

I. To deny an appeal by Dimas Rodriguez regarding the denial of his application to keep three pets (held from 2021-03-22).

2. To approve an application for an available "Class B" Combination License" by Lisa Berceau at 2056 Main St. with a licensed premises description as "bar with kitchen," with the approval of the proper authorities. (Previously licensed as Berceau's Last Stop until March 2021 when license was surrendered to the City).
3. To hold an application for a "Class A" Liquor and Class "A" Beer at 1698 Main St. with a license premises description as "c-store" (Currently licensed as Main Street Mini Mart, LLC).
4. To receive and place on file the Liquor Violation Report for April 12, 2021.

N. Report of the Protection & Policy Committee Granting Operator Licenses.

1. Report of the Protection & Policy Committee granting Operator Licenses.

O. Report of the Plan Commission (April 12, 2021).

1. To rezone parcel 21-40-6, known as The Woods, from Rural Residential (RR) to Low-Density Residential (R1) on the west side, Conservancy (CON) in the center and Medium-Density Residential (R2) on the east side. (Public Hearing held 04/12/2021)
2. To authorize a Conditional Use Permit (CUP) for a two-family dwelling located at 1440 Smith Street. (Public Hearing held 04/12/2021)
3. To table the request to authorize a Conditional Use Permit (CUP) for a drive-through facility at 1979 Main Street for further information related to the impact of the Traffic Impact Analysis (TIA) and consideration is given by the applicant regarding the future zoning and land use(s) of the balance of the property. (Public Hearing held 04/13/21).
4. To authorize a Conditional Use Permit (CUP) for a drive-through facility at 1302 E. Mason Street subject to the following conditions:
 - a. Approval of the variance by the Board of Appeals regarding the F.A.R.
 - b. The drive-through aisle and the direction of traffic flow shall be delineated by signs and pavement markings. Pedestrian cross-walks through the drive aisle shall be clearly marked along the connection to the East Mason Street right-of-way.
 - c. Compliance with all of the regulations of the Green Bay Municipal Code not covered under the Conditional Use Permit, including standard site plan review and approval. (Public Hearing held 04/12/2021)
5. To amend Sections 13.605, 14.302 and 14.303 of the Green Bay Municipal Code related to removal of Area Development Plan (ADP) language. (Public Hearing held 04/12/2021)
6. To remove all Area Development Plans (ADPs) from the City's Official Map.

P. Report of the Finance Committee (April 13, 2021).

1. To receive and place on file a request by Ald. Brunette to the Finance Committee which states: "To approve the funding required to have an outside Human Resource Department or consultant review the workplace complaint of the former City Clerk in order to report to the City Council."

2. To approve as amended a resolution in support of a strong state and local partnership and increased state budget funding for the shared revenue program.

Q. Report of the Park Committee (April 14, 2021).

1. To direct staff to proceed with negotiations for the purchase of the Woods Golf Course Greenway as directed in closed session.

The Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Council will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

2. To receive and place on file the staff update on fat tire biking at He-Nis-Ra Park.
3. To receive and place on file the staff update on Lifeguard recruiting efforts.

R. Report of the Personnel Committee (April 13, 2021).

1. To approve the request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers.
 - a. Operator I - Public Works
2. To approve the request to reclassify the Financial Analyst position from a part-time position to a full-time position.
3. To receive and place on file on having an outside Human Resource Department or consultant review the workplace complaint of the former City Clerk and report to the City Council.
4. To approve the request to reclassify (1) one Public Works Building Maintenance Technician position to an HVAC Technician position and approval to fill the position and all subsequent vacancies.
5. To approve the request to reclassify a part-time Casual Worker position to a part-time Cleaner position.
6. To receive and place on file the request to discuss and evaluate the expiration date for the City's Policy on COVID-19 Paid Sick Leave for each employee group as the COVID-19 vaccine becomes available to City employees.
7. To receive and place on file the request by Ald. Brian Johnson to the Personnel Committee for an update on the alderperson orientation program that was submitted approximately two years ago.

S. Report of the Economic Development Authority (April 5, 2021).

1. To receive and place on file the Commercial Real Estate Market Study.
2. To approve the Shared Corridor Vision Report with the condition the report is sent to the Mayor's Office for consideration of additional funding.

3. To approve the Downtown Area Parklet Grant program with the amendment the allocation of funds from TID #5 be increased from \$20,000 to \$25,000.

T. Receive and Place on File.

1. Building Permit Report for March 2021
2. Municipal Court Report for March 2021.

U. Resolutions.

1. Resolution authorizing conditional use permit at 1440 Smith Street.
2. Resolution authorizing conditional use permit at 1302 East Mason Street.
3. Resolution drawing final orders to contractors for April 20, 2021.
4. Resolution in support of a strong state and local partnership and increased state budget funding for the shared revenue program.
5. Resolution approving acquisition of right-of-way for Tax Parcel No. 5-1363.
6. Resolution expressing full confidence in the administration of Green Bay's August and November 2020 Elections (held from the Common Council meeting on March 16, 2021).

V. Ordinances - First Reading.

1. Zoning Ordinance No. 05-21
An ordinance rezoning the property located along Erie Road (Parcel 21-40-6) from Rural Residential (RR) to Low-Density Residential (R1), Conservancey (CON), and Medium Density Residential (R2).
2. General Ordinance No. 08-21
An ordinance amending Sections 13-605, 14-302, and 14-303, Green Bay Municipal Code relating to Area Development Plan language removal.
3. Planning Ordinance No. 02-21
An ordinance amending the Official Map of the City of Green Bay to remove all Area Development Plans.
4. General Ordinance No. 09-21
An ordinance amending Section 8.11, Green Bay Municipal Code, relating to noxious weeds and maintenance of vegetation.

W. Committee of the Whole

- I. Consideration with possible action on allegations pertaining to the 2020 Election, including discussion about recent media reports and the March 10, 2021 Wisconsin Assembly Committee on Campaigns and Elections meeting.

The Common Council may convene in closed session pursuant to Section 19.85(1) (g), Wis. Stats., for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. The Common Council will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

2. Consideration with possible action on a Resolution Expressing Full Confidence in the Administration of Green Bay's August and November 2020 Elections.

X. Referral of Petitions & Communications.

Y. Adjournment.

- 1) SUPPLEMENTAL INFORMATION: The Video of this meeting, Agenda, Agenda Packet, and Minutes are available online at www.greenbaywi.gov/Meetings.
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this committee meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.

Virtual Meeting Instructions



COMMON COUNCIL 04/20/2021

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/82351030762>

Meeting ID: 823 5103 0762

Passcode: 835805

One tap mobile

+19292056099,,82351030762#,,,,*835805# US (New York)

+13017158592,,82351030762#,,,,*835805# US (Washington DC)

Dial by your location

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 823 5103 0762

Passcode: 835805

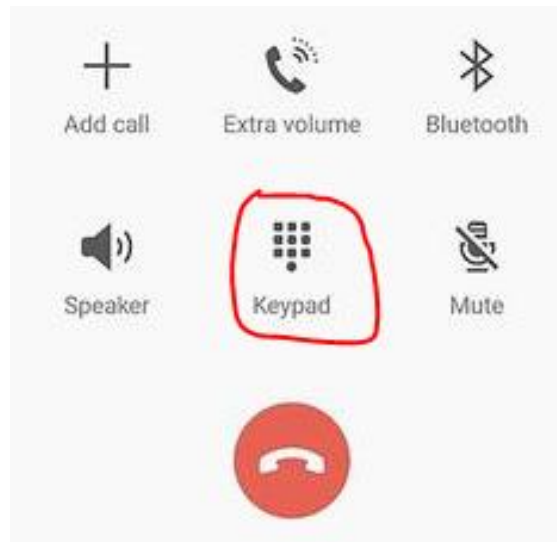
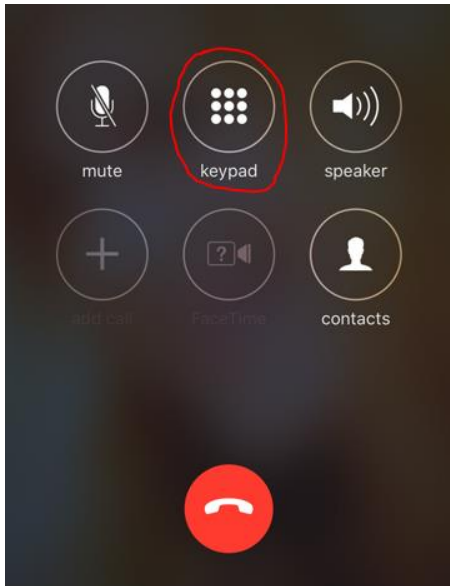
Find your local number: <https://us02web.zoom.us/j/82351030762>

Additional Information

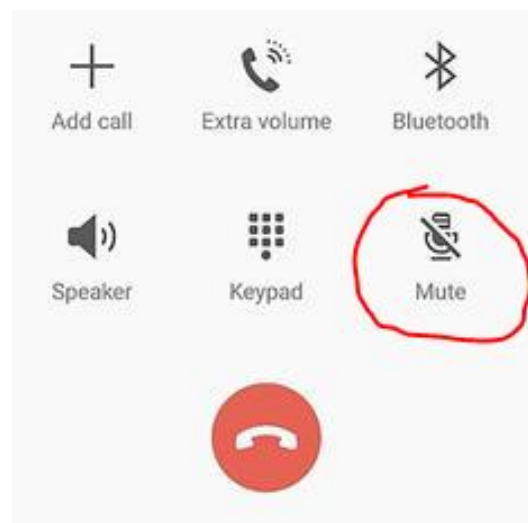
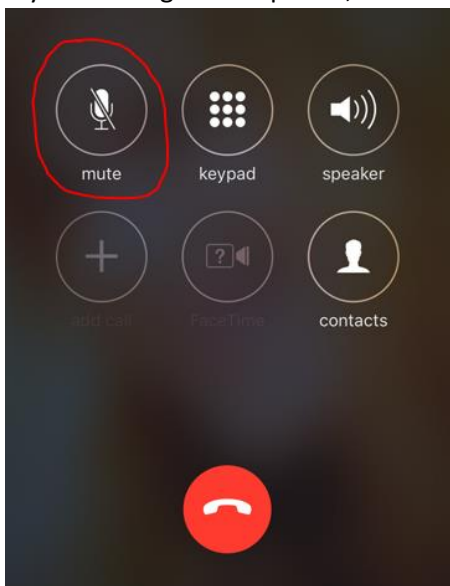
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in listening to the meeting can go to www.youtube.com/CityofGreenBay

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application



ZONING ORDINANCE NO. ##-##

**AN ORDINANCE REZONING THE PROPERTY
LOCATED AT 120 BEDFORD ROAD FROM RURAL RESIDENTIAL (RR)
DISTRICT TO LOW DENSITY RESIDENTIAL (R1) DISTRICT
(ZP 21-04)**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS
FOLLOWS:

SECTION 1. Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property located at 120 Bedford Road from Rural Residential (RR) District to Low Density Residential (R1) District:

115,830 SQ FT LOT 1 OF 54 CSM 233 BNG PRT OF NE1/4 FRAC NE1/4
SEC 2 T23N R21E

SECTION 2. All ordinances or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

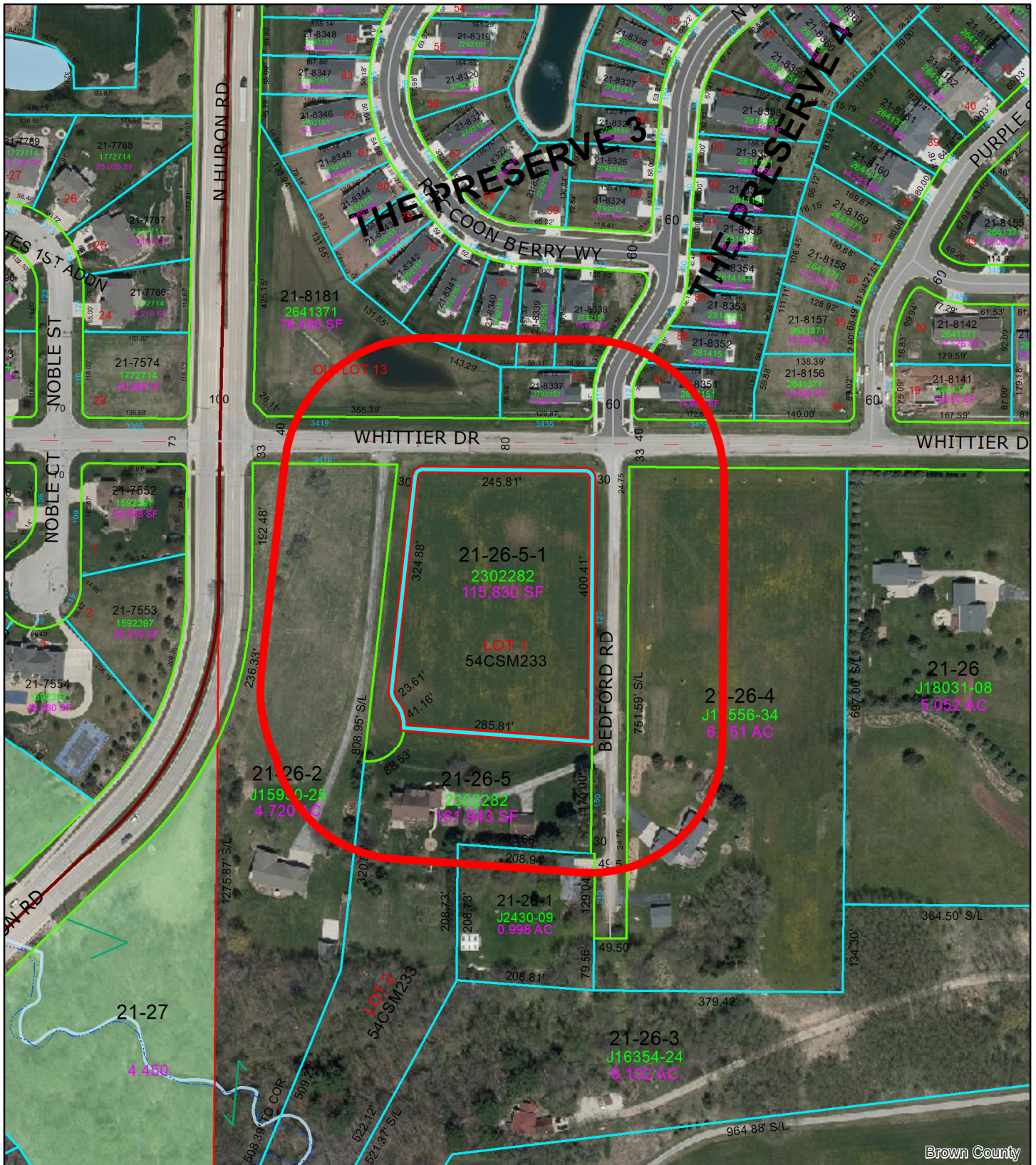
Mayor

ATTEST:

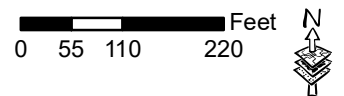
Clerk

sjh

Attachment – Map



**(ZP 21-04) Rezone 120 Bedford Road
from Rural Residential (RR)
to Low-Density Residential (R1)**



- 120 Bedford Road
- 200-ft. Notification Area



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. sjh 09 Mar 2021 X:\Planning\Basemaps\template_8.5x11.mxd

For Official Notice:

**Public Notification
Proposed Rezoning
120 Bedford Road
(ZP 21-04)**

The Green Bay Plan Commission will hold a public hearing on **Monday, March 22, 2021**, at 6:00 p.m. The meeting will be conducted at a virtual location. If you wish to participate in a Public Hearing, you may access the meeting by the internet or telephone, using the access code below.

Join Zoom Meeting

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSiZGZlFjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Passcode: 483400

One tap mobile

+1 312 626 6799,,84137675822# US (Chicago)

+1 646 876 9923,,84137675822# US (New York)

Dial by your Location:

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

Find your local number: <https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSiZGZlFjcmlpWnZlOEVnUT09>

The hearing is regarding the following:

(ZP 21-04) Consideration and possible action on the request to rezone 120 Bedford Road from Rural Residential (RR) to Low-Density Residential (R1), submitted by Bonita Parrott, property owner. (Ald. B. Dorff, District 1)

Public comments will be invited at the public hearing or can be sent in writing to:

City of Green Bay
Department of Community and Economic Development
Attn: Stephanie Hummel
100 N. Jefferson St., Rm. 608
Green Bay, WI 54301

For additional information, contact Stephanie Hummel at (920) 448-3424 or Stephanie.Hummel@greenbaywi.gov.

Publication Dates: March 8, 2021 and March 15, 2021

ZONING ORDINANCE NO. 04-21

**AN ORDINANCE REZONING THE PROPERTY
LOCATED AT 120 BEDFORD ROAD FROM RURAL RESIDENTIAL (RR)
DISTRICT TO LOW DENSITY RESIDENTIAL (R1) DISTRICT
(ZP 21-04)**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS
FOLLOWS:

SECTION 1. Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property located at 120 Bedford Road from Rural Residential (RR) District to Low Density Residential (R1) District:

115,830 SQ FT LOT 1 OF 54 CSM 233 BNG PRT OF NE1/4 FRAC NE1/4
SEC 2 T23N R21E

SECTION 2. All ordinances or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

sjh

Attachment – Map

GENERAL ORDINANCE NO. 05-21

AN ORDINANCE AMENDING
SECTIONS 13-303, 13-1606(l), AND 13-1714,
GREEN BAY MUNICIPAL CODE,
RELATING TO DRIVE-THROUGH FACILITIES

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 13-303, Green Bay Municipal Code, is hereby amended as follows:

Drive-through facility: ~~A facility consisting of a driveway and window, opening, canopy, or other facilities used for serving patrons seated in an automobile. Drive-through facilities may be associated with principal uses, such as restaurants, banks, or drugstores, or may be free-standing, such as coffee kiosks, ATMs, etc.~~ **A facility consisting of a dedicated drive aisle that leads to and from a service area for the sale and dispensation of food, beverages, or other consumer items to patrons in motor vehicles. Such facilities may include but are not limited to restaurants, pharmacies, and financial institutions.**

SECTION 2. Section 13-1606(l), Green Bay Municipal Code, is hereby amended as follows:

(l) Drive-through facility:

(1) ~~Drive-through~~ **No drive-through elements window and menu board** shall ~~not~~ be located between the front façade of the principal building and the street.

(2) ~~Plans for onsite circulation and driveway locations shall be reviewed as part of the conditional use review process. Site design shall accommodate a logical, and safe vehicle and pedestrian circulation pattern~~ **and shall not interfere with circulation or visibility for traffic either on or off site.**

(3) Alley access to drive-through lanes is prohibited on any block containing a residential or office-residence district, except for commercial deliveries when approved by the city engineer.

(4) Drive-through canopies and other structures, where present, shall be constructed from the same materials as the primary building and with a similar level of architectural quality and detailing.

(5) ~~Sound from any speakers used on the premises shall not be audible at the boundary of any surrounding residential district or on any residential property~~

(6) ~~An emergency exit lane shall be provided for users queuing through the drive-through lane(s) without interfering with onsite parking/circulation.~~

(5) Drive-through aisles shall have a minimum ten-foot (10') interior radius on curves and a minimum twelve-foot (12') width. For locations with multiple drive-through aisles, aisle width may be reduced to ten feet (10').

(6) The width of a drive-through may be reduced to no less than 10 feet provided an engineering analysis is submitted by a professional engineer and approval of the Fire Marshal.

(7) Each drive-through facility shall clearly delineate the drive-through aisle and the direction of traffic flow by signs and pavement markings. Pedestrian cross-walks through the drive aisle shall be clearly marked where necessary.

(8) Drive-through facilities shall include a minimum queuing space for 3 vehicles in advance of a menu board and 3 vehicles between the menu board and service area.

(9) All drive-through facilities may be subject to a Traffic Impact Analysis (TIA) per the review of the City Traffic Engineer.

SECTION 3. Section 13-1714, Figure 2, Green Bay Municipal Code, is hereby amended as follows:

Accommodation and Food Service		
Restaurant (with or without drive-through), tavern/bar, nightclub	1 space per 300 sq. ft. of net floor area plus 1 space per 500 sq. ft. exterior seating area.	Drive-through facilities shall include queuing space for at least 3 vehicles in advance of the menu board and 3 vehicles between the menu board and pickup window.

SECTION 4. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 5. This ordinance shall not take effect until a public hearing is held hereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin this _____ day of _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

pn

03/16/2021



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

Wendy Townsend, Economic
Coordinator

AGENDA ITEM # K.1

To grant an additional six (6) months of deferred payments on the RDA loan with Quality Inn and Suites Downtown, which would extend the agreement to the end of August 2021, with the following requirements: 1) any proposed sale of the property while there is a balance due on the loan must be approved by the RDA, and 2) the City retains a right of first refusal on the property once the loan is paid back.

BACKGROUND

The twelve (12) month deferral agreement on the RDA loan with Quality Inn and Suites Downtown ended at the end of February 2021. The RDA agreed on August 19, 2020, on a twelve (12) month deferral, which began February 2020 and was to be reviewed in February 2021.

In 2020 the Quality Inn and Suites Downtown hotel's revenue was down 42% with actual revenue down around \$600,000. Mr. Van Den Wymelenberg is willing to provide any financial information the RDA would like and is requesting to defer their payments for six (6) additional months, which would extend the agreement through August 2021.

As this is a second extension, staff is recommending that the RDA consider adding a requirement to the loan agreement that 1) any proposed sale of the property while there is a balance due on the loan must be approved by the RDA and 2) that the City retains a right of first refusal on the property once the loan is paid back.

RECOMMENDATION

To grant an additional six (6) months of deferred payments on the RDA loan with Quality Inn and Suites Downtown, which would extend the agreement to the end of August 2021.

FISCAL IMPACT

ATTACHMENTS

- I. Downtowner extension request

Hi to Wendy, Neil & Diana,

I am reaching out to you as my one year deferral on my RDA loan will end at the end of February. We agreed on August 19, 2020 on a 12 month deferral which began February 2020 and was to be reviewed in February 2021.

In 2020 my hotel revenue was down approximately 50% (no final P&L yet) with actual revenue down around \$600,000. I can provide you with any financial information you wish to see but I am hoping you will allow me to defer principle payments through August. As best as I can predict, until the vaccine is widely distributed, consumer confidence will remain low and travel also will be limited.

Thank you for your consideration.

Paul M Van Den Wymelenberg
Owner/President Downtowner Motel Corp



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

Cheryl Renier-Wigg, Staff

AGENDA ITEM # K.2

To approve the Tax Increment District Affordable Housing (TIDAH) Fund Policy and to include the suggestions as discussed.

BACKGROUND

Housing is an integral element of a strong healthy neighborhood. As outlined by the Housing Market Study completed in October 2020, the City of Green Bay will need to create a variety of additional housing units to meet the projected housing demand by 2040. Wis. Stats. permits the City of Green Bay to extend the life of a Tax Increment District (TID) that is required to close for one additional year, so long as all incremental property taxes from such additional year are used to improve and add housing stock within the City. The RDA and City Council approved the affordable housing extensions of TID 7 and TID 8 in 2021. A Tax Increment District Affordable Housing (TIDAH) Fund segregated account was created from which all incremental property taxes collected shall be placed.

The RDA shall be responsible for management and administration of this TIDAH Fund. No later than October 31 of each year, the RDA will approve and submit to the Common Council for approval a plan that includes:

- A summary of revenues and expenditures for the current calendar year
- Proposed allocations for program expenditures for the subsequent calendar year
- Proposed adjustments to this policy to account for changes in inflation, cost of living, median income limits, and other market fluctuations
- Priority neighborhoods or projects in which funds should be focused

Staff has drafted a plan which proposes priorities and project definitions, as well as developer requirements. It is a comprehensive list which allows for the creation of new units in a variety of ways, as well as providing an opportunity to provide funding for housing rehabilitations so owners are able to age in place.

If this draft plan is approved by RDA and Council, staff will formalize this document and begin to put together the specific procedures and applications for the funding.

The balance of 2020 taxes / collected in 2021 =

TID 7 -	\$780,291.12
TID 8 -	<u>\$380,988.52</u>
Total =	\$1,161,279.64 available funding

RECOMMENDATION

To approve the Tax Increment District Affordable Housing (TIDAH) Fund Policy.

FISCAL IMPACT

ATTACHMENTS

- I. TIDAH-Policy RDA Approved w changes for Council



City of Green Bay
Department of Community and Economic Development

**TAX INCREMENT DISTRICT AFFORDABLE HOUSING (TIDAH)
FUND POLICY
DRAFT: April 2021**

Text in red indicates changes made at RDA meeting

Program Overview

Housing is an integral element of a strong healthy neighborhood. As outlined by the Housing Market Study completed in October 2020, the City of Green Bay will need to create a variety of additional housing units to meet the projected housing demand by 2040. Wis. Stats. §66.1105(6) (g) permits the City of Green Bay to extend the life of a Tax Increment District (TID) that is required to close for one additional year, so long as all incremental property taxes from such additional year are used to improve housing stock within the City, and no less than seventy-five percent (75%) of the incremental property taxes from the additional year are allocated to affordable housing projects. The City Council approved the affordable housing extensions of TID 7 and 8 in 2021. The City shall establish a Tax Increment District Affordable Housing (TIDAH) Fund segregated account, from which all incremental property taxes collected shall be placed.

The Redevelopment Authority of the City of Green Bay (RDA) shall be responsible for management and administration of this TIDAH Fund. No later than October 31 of each year, the RDA will approve and submit to the Common Council for approval a plan that includes:

- A summary of revenues and expenditures for the current calendar year.
- Proposed allocations for program expenditures for the subsequent calendar year.
- Proposed adjustments to this policy to account for changes in inflation, cost of living, median income limits, and other market fluctuations.
- Priority neighborhoods or projects in which funds should be focused.

Program Purpose, Priorities and Allocations

The TIDAH Fund shall be used to create and improve housing stock within the City limits, with emphasis on increasing the quantity and quality of affordable housing units. **This may include acquisition of property to support future housing development.**

Affordable housing shall be defined as both:

- Housing units that cost no more than thirty percent (30%) of the gross monthly income of a household; and
- Housing units targeted towards households earning less than or equal to eighty percent (80%) of the Brown County median income, as defined by the U.S. Department of Housing and Urban Development (HUD).

Priority will be given to Projects/locations that are on or within:

1. Properties owned by the RDA or City, especially those owned for long periods of time.
2. Community Development Block Grant (CDBG)-eligible census tracts.
3. Places accessible to pedestrians and bicyclists, and/or serviced by public transit and places of employment.

4. Neighborhoods and properties designated for redevelopment purposes.

TIDAH Funds may be allocated to:

1. Larger multi-unit (rental or owner-occupied) development projects located outside of a TID.
2. Conversion of underutilized space to housing space.
3. RDA-led construction of new (rental or owner-occupied) single or multi-unit structures.
4. Home Improvement Loans for income qualified applicants.
5. Assist with debt restructuring which will preserve or create affordable housing.

Projects

Priority will be given to Projects that:

1. Create a higher per-acre property value than adjacent properties and the City average.
2. Generate property taxes greater than the cost of providing infrastructure and services when feasible.
3. Rehabilitate and/or build new structures for individuals of all ages and abilities.
4. Offer transitional housing with supportive on-site services.
5. Acquire, rehabilitate or remove structures due to blight and neglect and/or with high complaint and/or police call volumes.
6. Rehabilitate and/or build new structures using sustainability guidelines that result in high-performance designs, energy efficient systems, and finishes.
7. Convert underutilized spaces above businesses for housing purposes.
8. Are proposed by a developer who has experience and has completed successful affordable housing projects, especially in partnership with WHEDA and HUD.
9. Remediate environmental contamination and/or enhance the physical landscape.
10. Create and/or enhance unique public spaces, amenities, and art.
11. Projects that increase residential density in the downtown neighborhoods.

Developer Requirements

Developer shall have in place and shall provide RDA proof of:

1. Equity in the form of the value of the Property, less any mortgages thereon, or any other equity acceptable to the RDA, not less than twenty percent (20%) equity available for injection into the Project.
2. Financing, which after injection of the Developer equity into the Project, will be sufficient in the determination of the RDA, to complete the Project according to the plans and specifications.
3. For projects over five hundred thousand dollars (\$500,000.00), a line item of not less than one percent (1%) of the estimated aggregate assessed value of the Property, which shall be specifically dedicated towards Public Art, in accordance with RDA Resolution 19-03 Regarding Percent for Art.

Project Limitations

A Project shall be limited by the following criteria:

With the exception of Home Improvement Loans for applicants who are not eligible under the HOME program, the TIDAH Incentive shall be less than or equal to all of the following:

- The amount of Developer equity in the Project.
- Twenty percent (20%) of the Project budget.
- Five hundred thousand dollars (\$500,000.00).



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

Krista Cisneroz, Staff

AGENDA ITEM # K.3

To approve and recommend to the Common Council the City of Green Bay's 2021 Annual Action Plan for Community Development Block Grant Program (CDBG) and HOME Investment Partnerships Program (HOME) entitlement programs.

BACKGROUND

The City of Green Bay is an entitlement jurisdiction that receives federal funds from the U.S. Department of Housing and Urban Development (HUD) to invest in the City of Green Bay. The funds are provided under the Community Development Block Grant Program (CDBG) and HOME Investment Partnerships Program (HOME) entitlement programs.

These programs provide funds to municipalities and other units of governments around the country to develop viable urban communities. This is accomplished by providing affordable, decent housing, a suitable living environment and expanding economic opportunities principally for low and moderate income persons. Each local unit of government develops their own programs and funding priorities through a five-year Consolidated Plan required by the U.S. Department of Housing and Urban Development (HUD).

Public input was received through public hearings and the objectives and outcomes identified in this plan are the results of needs identified by the public, local organizations and government departments.

The 2021 Annual Action Plan is attached and identifies how the CDBG and HOME Entitlement Allocations will be spent on activities that support the Five-Year (2020-2024) Consolidated Plan goals.

RECOMMENDATION

Approve and recommend to the Common Council the City of Green Bay's 2021 Annual Action Plan for Community Development Block Grant Program (CDBG) and HOME Investment Partnerships Program (HOME) entitlement programs.

FISCAL IMPACT

ATTACHMENTS

- I. 2021 RDA Funding Draft

2021 Community Development Block Grant Allocations

Potential Projects	Staff Recommendations	Program Income	TOTAL
Public Service Programs			
Fair Housing Services	\$20,000.00	\$0.00	\$20,000.00
Community Gardens	\$12,000.00	\$0.00	\$12,000.00
Arts Coordinator	\$46,500.00	\$0.00	\$46,500.00
Crime Prevention	\$66,937.00	\$0.00	\$66,937.00
Subtotal for Public Service	\$145,437.00	\$0.00	\$145,437.00
Emergency Housing Rehabilitation	\$50,000.00	\$75,000.00	\$125,000.00
Infrastructure and Park Improvements in CDBG Eligible Areas	\$345,000.00	\$0.00	\$345,000.00
Beautification/Art Projects in CDBG Eligible Areas	\$85,227.00	\$0.00	\$85,227.00
Economic Development Façade/Demo	\$75,000.00	\$0.00	\$75,000.00
Economic Development Revolving Loan	\$75,000.00	\$75,000.00	\$150,000.00
* CDBG Administration	\$193,916.00	\$0.00	\$193,916.00
TOTALS	\$969,580.00	\$150,000.00	\$1,119,580.00

2021 CDBG Allocation - \$969,580

2021 Estimated Program Income \$150,000 (\$75,000 is restricted to Economic Revolving Loan fund)

Public Services-limited to a max of 15% total Entitlement + prior year PI

* CDBG Administration amount is limited to a maximum of 20% total Entitlement plus Program Income

2021 HOME Allocations

Potential Projects	Staff Recommendations	Program Income	TOTAL
Single Family Rehabilitation Loans	\$150,000.00	\$90,000.00	\$240,000.00
Housing Development Advancement Projects	\$252,793.00	\$0.00	\$252,793.00
Community Housing Development Organizations (CHDO) Set Aside	\$81,000.00	\$0.00	\$81,000.00
*HOME Administration	\$53,754.00	\$10,000.00	\$63,754.00
TOTALS	\$537,547.00	\$100,000.00	\$637,547.00

2021 HOME Allocation \$537,547.00

2021 Estimated Program Income \$100,000

* HOME Administration amount is limited to a maximum of 10% total Entitlement plus Program Income

CHDO set-aside must be a minimum of 15% (\$) of total Entitlement amount; Eligible activities include:

- Acquisition and/or rehabilitation of housing
- New construction of housing



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.I

To hold the request by resident at 1604 Hillcrest Drive to extend the payback period and waive the interest for the water assessments associated with the Hillcrest Drive Reconstruction project.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.2

To approve the modified revisions to Section 8.11, Green Bay Municipal Code, Noxious Weeds and Maintenance of Vegetation effective June 1, 2021.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Sec 8.11 Summary of Comments
2. GO 09-21 - Amend 8.11 - Noxious Weeds and Vegetation
3. Street Terrace Policy

Section 8.11 Summary of Comments

Summary of Comments provided by Sustainability Committee members and Staff regarding proposed amendments to section 8.11 Noxious Weeds and Maintenance of Vegetation

8.11 (1)

- Comment to consider a separate Sec. for the establishment of natural gardens and to have this Sec. relate to only the maintenance.
- Recommendation to remove "...which may exceed the height of typical gardens."

8.11 (2)

- Findings - Recommendation to include language for supporting a healthy and diverse pollinator community.
- Recommendation to remove "...harboring of debris or trash."
- Would read as:
Findings. The City finds that it is in the public interest to ensure the proper maintenance of vegetation in order to prevent the growth of unmanaged vegetation which can lead to nuisance conditions or the emergence of rank growth or conditions, which may adversely affect public health and safety. The City further finds it is in the public interests to encourage a diversity of landscape treatments throughout the City, particularly those landscape elements that support the preservation, restoration, and management of native plant communities, **which support a healthy pollinator community**, and soil and water conservation.

8.11 (3) (a)

- Definition of *Destroy*: Recommendation to replace the word **weed** with the term vegetation.
- Recommendation to further define the term **weed** in the list of definitions, since it is used in several areas of the code.

8.11 (3)(d) Definition of *Noxious weeds or grasses* - Comment & recommendation to include the word *invasive* and have it read **Noxious or Invasive weeds or grasses** and also include Chapter NR 40 Invasive species rule. Justification for this is that in 8.11 (6)(b)4 we refer to this invasive terminology and when people are looking up noxious or invasive weeds or grasses, the WDNR invasive weeds website is the authority they most likely will be looking to.

- Recommendation include list Chapter NR40 and 66.0407(1)(b), Wis stat 66.0407 in the definition

8.11 (3)(i) Definition of *Unmanaged vegetation growth*- recommendation to include turf grass. Definition would read:

Unmanaged vegetation growth means an unmaintained area of in which any grass, **turf grass**, hay, weeds, brush or other vegetation has grown to a height of over eight inches as a result of the absence of active cutting, mowing, or other maintenance. This definition shall not include

vegetation located on agricultural land; vegetation found on shoreland within 35 feet of the ordinary high-water mark; Vegetation found within environmentally sensitive areas such as steep slopes, drainage ways, wetlands, and protective buffer areas.

8.11 (3)(f) Definition of *Planned natural landscaping area*

- Comments received regarding height of vegetation

Planned natural landscaping area means a planned, intentional and maintained planting area in which all or some of the selected vegetation may exceed eight inches (8") in height at maturity, and which may include without limitation trees, native plants as defined in this section, or plantings associated with a rain garden.

8.11 (4)(a) *Unmanaged vegetation growth prohibited*

- Question raised on if this only applies in residential areas.
- MS: This part of the ordinance mainly applies to residential areas. It would also apply to non-residential land adjoining or adjacent to residential use lots.

A person owning, occupying, or controlling any lot in residential use, or any lot or property adjacent to or adjoining a lot in residential use, shall mow, cut, or otherwise control and remove any unmanaged vegetation growth on the land.

8.11 (6)(a) Planned natural landscaping areas

- Three comments were received that disagreed with "300 SF or 5% of the gross area of the lot, whichever is greater". Two reviewers misinterpreted the meaning of this requirement and MS followed up with those members with clarification.
- One comment was received that opposed the required registration.
- One comment asked about the role of the Weed Commissioner and his/hers level of landscaping plan approval.
 - MS: Weed Commissioner role is involved in enforcement of code; not plan approval.
- Two comments asked about how and why a plan would potentially be denied.
 - MS: A plan not meeting the requirements outlined in 8.11(a)i-iv and 8.11(b)i-iv; would potentially be denied. City Staff would review plan and work with applicant on understanding plan requirements.
- One comment sees value in having residents submit plans in order to inventory planned natural landscapes to make the monitoring function of the weed commissioner more efficient and to have the ability to document via GIS the number and location of pollinator gardens, rain gardens, etc. in the city.

8.11 (6)(b)(ii) Planned natural landscaping areas

- Comment/question regarding fencing height in the case of property having a privacy fence. Would a 3' feet fence for an edging requirement apply in that situation? See MS rewrite suggestion.

Edging required. A Planned Natural Landscaping Area must have a distinct and clearly defined border. The border may be any combination of mowed grass, fencing of up to 3' in height, a permitted fence installed along a property line, or natural materials neatly arranged to create appearance of an edge to contain the Planned Natural Landscaping Area.

8.11 (6)(b)(iv) Location and Dimensions of the Natural Planting Area

- MS: Language recommendation to accommodate property having fences along a property line
- 2. Natural Planting Areas shall be no closer than three feet (3') to any property line. Where the planned natural landscaping abuts a permitted fence along a side or rear property line, no setback shall be required.

General Comments from City Staff Proposed amendments of sec 8.11 were discussed at Development Team meeting, sent to departments for staff review, and conversations were held with individual staff members. The comments below are from individual staff and are not a consensus of all that participated in providing feedback.

1. How will the City address noxious weeds and invasive species on city-owned parcels?
2. Not in favor of required registration for planned natural landscape plans.
3. Right of Way ordinance must be looked at to determine if plantings would be permitted in street terrace.
4. Procedures have been made clearer with the amendments.
5. Could language be added for areas with rat abatement issues?
6. Could a plan be denied for only using one species of native plant? Should language be added to specify a diversity of native vegetation in a plan?
7. The problems usually creep in when parcel ownership takes over.
8. Add incentives for those who implement naturalized landscapes with tax credit, etc.

GENERAL ORDINANCE NO. 09-21

AN ORDINANCE AMENDING SECTION 8.11,
GREEN BAY MUNICIPAL CODE, RELATING TO
NOXIOUS WEEDS AND MAINTENANCE OF VEGETATION

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS
FOLLOWS:

SECTION 1. Section 8.11, Green Bay Municipal Code, is hereby amended to read:

8.11 NOXIOUS WEEDS AND MAINTENANCE OF VEGETATION.

(1) PURPOSE. It is the purpose of this Section to prohibit the uncontrolled growth of vegetation and to control noxious weeds, while permitting the planting and maintenance of planned natural landscaping that ~~add~~ **adds** diversity and richness to the ~~quality of life~~ **City's environment. It is a further purpose of this section to balance the need to ensure proper management of vegetation growth with the aesthetic, community, and environmental benefits of fostering the appropriate use of naturalized and native plant landscaping.** ~~There are reasonable expectations regarding the proper maintenance of vegetation on any lot or parcel of land. It is in the public's interests to provide standards regarding the maintenance of vegetation because vegetation which is not managed can decrease the value of nearby properties and threaten the public health and safety. It is also in the public's interests to encourage diverse landscaping treatments, particularly those that encourage the preservation, restoration, and management of native plant communities which can be economical, low maintenance and effective in soil and water conservation. The City enacts this Section to balance these competing interests.~~

(2) ~~There are reasonable expectations regarding~~ **The City finds that it is in the public interest to ensure** the proper maintenance of vegetation ~~on any lot or parcel of land~~ **to prevent the growth of unmanaged vegetation which can lead to nuisance conditions such as the emergency of rank growth, which may adversely affect** ~~It is in the public's interests to provide standards regarding the maintenance of vegetation because vegetation which is not managed can decrease the value of nearby properties and threaten the public health and safety. It is also~~ **The City further finds it is** in the public's interests to encourage diverse landscaping **landscape** treatments **throughout the City,** particularly those **landscape elements** that encourage **support** the preservation, restoration, and management of native plant communities, **healthy pollinator communities, and** ~~which can be economical, low maintenance and effective in soil and water conservation. The City enacts this Section to balance these competing interests.~~

~~(2)~~**(3)** DEFINITIONS.

(a) "Destroy" means the complete killing of weeds or the killing of weed plants above the surface of the ground by the use of chemicals, cutting, tillage, cropping system, **hand-pulling, mulches, smothering, soil solarization,** or any or all of these in effective combination, at a time and in a manner as will effectually prevent the weed plants from **continual growth,** maturing to bloom or flower stage.

(b) "Garden" means a cultivated area dedicated to growing vegetables, fruits, annual and perennial plants, ornamental grasses, ~~or and ground cover~~ **groundcovers, vines, shrubs, or trees** in a ~~well-defined location~~ **with a defined edge or border.**

(c) “Native Plants” means those grasses (including prairie grasses), sedges (solid, triangular-stemmed plants resembling grasses), forbs (flowering broadleaf plants), vines, shrubs, groundcovers, and trees that are native to or naturalized to the state of Wisconsin. For purposes of this section, Native “native plants” shall ~~do not~~ include noxious weeds or noxious grasses as defined herein.

(d) “No mow lawn” means a specially designed blend of bunch forming and creeping fine fescue grasses that are used as an alternative to the traditional turf grass lawn. This blend may include, but is not limited to, Festuca brevipila (Hard Fescue), Festuca ovina (Sheep Fescue), Festuca rubra subs. fallax (Chewings Fescue), Festuca rubra (Red Fescue), Festuca rubra var. rubra (Creeping Red Fescue), or Festuca rubra ssp. Litoralis (Slender Creeping Red Fescue). No Mow may be mixed with Annual Rye to aid in establishment of the no mow lawn. No mow will typically reach six to eight inches in height with seedheads reaching approximately two feet in height. After the seedstalks fall, the lawn will revert to approximately six to eight inches in height. No mow lawns generally only require mowing twice per year.

~~(d)~~(e) “Noxious Weeds” means any plant listed under §§ 23.235(1)(a) or 66.0407(1)(b), Wis. Stats., and shall also include arctium spp. (burdock), cirsium and carduus spp. (thistle), ambrosia spp. (ragweed), alliaria petiolata (garlic mustard), plantago lanceolata (buckhorn), and poison ivy.

~~(e)~~(f) “Ornamental Grasses and Groundcovers” means grasses and groundcovers ~~not indigenous to Wisconsin~~ that are not native to or naturalized to the state of Wisconsin. For purposes of this section, “ornamental ~~Ornamental~~ grasses” shall ~~do not~~ include common turf grasses ~~and~~ or noxious weeds or grasses as defined herein.

~~(f)~~(g) “Planned Natural Landscaping Area” means a planned, intentional, and maintained planting of native plants, ornamental grasses and groundcovers, rain gardens, shrubs and trees. area which may include, without limitation, trees, shrubs, and native plants, as defined in this section, or vegetation associated with a rain garden. Planned natural landscaping does not include any species of turf grasses and is not intended to allow a property owner to ignore lawn care duties. Planned natural landscaping does not include gardens.

~~(g)~~(h) “Rain Garden” means ~~a native plant garden that is designed not only to aesthetically improve properties, but also to reduce the amount of storm water and accompanying pollutants from entering streams, rivers and lakes.~~ means an excavated area that is back-filled with a prepared or amended soil mixture, which may or may not be covered with a mulch layer, which is planted with a diversity of woody or herbaceous vegetation, to which stormwater is directed to promote infiltration or evapotranspiration.

~~(h)~~(i) “Turf Grasses” means those grasses commonly used in regularly cut or mowed lawns or play active recreation areas, and includes, without limitation, ~~including~~ bluegrass, fescue, or rye grass blends and ~~or any~~ other similar grasses.

~~(i)~~(j) “Unmanaged Plant Vegetation Growth” means an unmaintained area in which any grass, turf grass, hay, weeds, brush or other ~~offensive~~ vegetation ~~which has grown to a height of over 9”~~ eight (8) inches as a result of the absence of active cutting, mowing, or other maintenance. ~~but does~~ This definition shall not include:

1. Gardens,
2. Plants Vegetation located on agricultural land,
3. Plants Vegetation located found on shoreland within 35 feet of the ordinary high-water mark,

4. ~~Plants located~~ **Vegetation found** within environmentally sensitive areas such as steep slopes, drainage ways, wetlands, and protective buffer areas, or

5. Planned natural landscaping **area(s)** that is wholly contained within the parcel on which it is planted and maintained.

6. No mow lawns.

~~(3)~~**(4) CONTROL OF NOXIOUS WEEDS**

(a) The City Clerk shall annually on or before May 15 publish as required by state law a notice that every person is required by law to destroy all noxious weeds on lands in the City which they own, occupy or control. A joint notice with other towns or municipalities may be utilized.

(b) As provided for in Wis. Stats. § 66.0407(2), the City shall require that all noxious weeds be destroyed prior to the time in which such plants would mature to the bloom or flower state.

(c) The growth of noxious weeds in excess of eight inches in height from the ground surface shall be prohibited within the corporate limits of the City. A person owning, occupying, or controlling land shall destroy all noxious weeds on the land. The person having immediate charge of any public lands shall destroy all noxious weeds on the lands.

~~(b)~~**(d)** If a person neglects to destroy all noxious weeds as required under par. (a), the Weed Commissioner shall destroy or have destroyed the noxious weeds. The cost of destroying the weeds shall be charged and assessed in the manner provided by § 66.0517(3)(b)1, Wis. Stats.

~~(4)~~**(5) UNMANAGED PLANT VEGETATION GROWTH PROHIBITED**

(a) A person owning, occupying, or controlling any land shall **mow, cut, or otherwise control** and remove any unmanaged ~~plant~~ **vegetation** growth on the land.

(b) If a person neglects to cut and/or remove unmanaged plant growth as required under par. (a), the Weed Commissioner shall cut down and remove or cause to be cut down and ~~remove~~ **removed** the unmanaged ~~plant~~ **vegetation** growth. The cost of cutting and removing the unmanaged ~~plant~~ **vegetation** growth shall be charged and assessed in the manner provided by § 66.0627(2), Wis. Stats.

(6) APPEAL. Any property owner wishing to contest a charge assessed under subsection (4) or (5) above may appeal the charge to the Improvement and Services Committee. The appeal shall be made in writing and submitted to the City Clerk within 30 days of the date on which the unmanaged vegetation growth or noxious weeds or grasses were cut or destroyed. The Improvement and Services Committee may uphold, modify, or cancel the charge. This procedure for administrative review shall not be governed by Wis. Stats. Ch. 68.

~~(5)~~**(7) PLANNED NATURAL LANDSCAPING AREAS**

(a) **Registration Required.** Any ~~person~~ **owner of record of a property, and any tenant upon signed, written consent of the owner of a property,** ~~wishing to maintain a~~ **may implement a** planned natural landscaping area on their property ~~may register their property~~ **upon registration** with the Department of Public Works. **Registration shall include the following information:**

- i. A plan of the property drawn to scale, indicating the location of all property boundaries, structures, sidewalks, driveways, and roadways, and the boundaries of the proposed planned natural landscaping area. No boundary survey is required. Property boundaries and other information may be indicated on an aerial photograph or other suitable and readily available base map.
- ii. A clear description, illustration, or photograph of the type(s) of edging proposed, including materials, height, and proposed placement.
- iii. A planting plan indicating the plant species and/or seed mixes to be used.
- iv. Any proposed change in grade or excavation required beyond standard excavation and soil replacement for establishment of the planned natural landscaping area.

(b) Planned Natural Landscaping Guidelines areas shall adhere to the following standards:

1. Types of plantings.

1.a. Turf grass is to be eliminated and the native plants, trees and shrubs are to be planted through transplanting or seed by humans or mechanical means. Plantings may include forbs, grasses, edible plants, groundcovers, vines, shrubs, or trees.

b. Plantings may be designed as rain gardens with plantings and grading specifically designed to receive and infiltrate rainwater or clear water flows.

c. Plantings shall be deliberately selected and arranged as part of a coherent overall plan. Overgrowth of conventional turf grasses or weeds, or any other unmanaged vegetation growth, shall not constitute a planned natural landscaping area.

d. No species identified on the Wisconsin Department of Natural Resources's Regulated Invasive Plants list, whether designated as Prohibited or Restricted, shall be permitted.

2. Edging required. A planned natural landscaping area must have a distinct and clearly defined border. The border may consist of any combination of mowed grass, fencing of up to three feet (3') in height, a permitted fence installed along a property line, or natural materials neatly arranged to create the appearance of an edge to contain the planned natural landscaping area.

3. Plant height at maturity. Plant height shall be maintained at the appropriate maximum height at maturity for the specific species. University of Wisconsin Horticulture, Division of Extension shall be consulted in the event of a dispute as to the appropriate maximum height for a particular plant.

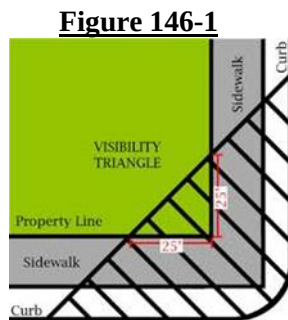
4. Location and Dimensions of the Natural Planting Area.

a. Planned natural landscaping areas are strictly prohibited within City rights-of-way and street terraces.

2-b. Setbacks:

- i. ~~3~~ **Three** feet (**3'**) from front lot line when adjacent to a public sidewalk and ~~0~~ **zero** feet (**0'**) from front lot line if there is no public sidewalk.
- ii. ~~3~~ **Three** feet (**3'**) from rear and side lot lines.
- iii. No setback is required on side and rear lot lines if there is a **permitted** fence along the lot lines, or **if** the native landscaping abuts a neighboring planned natural landscaping area public park/open space, or is adjacent to a natural area.
- iv. The setback area should be regularly cut turf grass, garden beds, trees, shrubs, mulch, wood chips, ~~or~~ landscape stone, **or other approved material**.
- v. ~~Planned natural landscaping is to be cut to a maximum height of 9" once annually by July 15th.~~

c. Natural Planting Areas shall not obstruct the visibility triangle at intersections, with the visibility triangle incorporating the area within a triangle formed by the intersection of the street right-of-way lines, as illustrated in Figure 146-1.



~~(c) Complaint Notification. Any person who registers a parcel as natural landscaping with the Department of Public Works shall receive a notice that the Weed Commissioner intends to take action on the parcel under this section ten (10) business days before any action is taken. If the registered parcel owner objects within ten (10) business days after the notice was issued, the Improvement & Services Committee shall recommend whether the parcel is a planned natural landscaping exempt from §8.11(4) of this ordinance to the Common Council. The Common Council shall affirm or reverse the Improvement & Service Committee's recommendation and issue a final decision.~~

~~(6) APPEAL. Any property owner wishing to contest a charge assessed under this section may appeal to the Improvement & Services Committee. The appeal shall be in writing and submitted to the City Clerk within 30 days of the date on which the unmanaged plant growth and/or noxious weeds were cut and/or destroyed. The Committee may uphold, modify or cancel the charge. This procedure for administrative review shall not be governed by Ch. 68, Wis. Stats.~~

(c) Review and Enforcement.

1. The City may at any time determine that a planned natural landscaping area violates of the terms of this section if the Weed Commissioner finds an ongoing violation of the terms and conditions of the registered Plan, or if the Weed Commissioner determines that the planned natural landscaping area is harboring vermin or other pests. Upon such determination of the Weed Commissioner, a citation shall be issued to the property owner and any tenant who has made application for a planned natural landscaping area.

2. Appeal.

a. The subject of the Citation may appeal the determination to the Improvement and Services Committee. Any appeal shall be made in writing within ten (10) business days of receipt of the Citation and filed with the City Clerk.

b. The Improvement and Services Committee shall hear any appeal and recommend action to the Common Council, which shall have the authority to affirm, reverse, or modify the Improvement and Services Committee recommendation and issue a final decision.

c. In the event of non-compliance with a citation or Common Council decision upon appeal, the City may enter and cut or otherwise maintain the area subject to the determination, in accordance with the provisions of Subsection (4)(d) above.

SECTION 2. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

MS

[Date]

CITY OF GREEN BAY STREET TERRACE POLICY

1. Purpose: It is the purpose of this policy to establish guidelines to allow property owners to plant and maintain the terrace area adjoining their property in a manner which enhances and improves the aesthetic appearance of City streets.
2. Definitions:
 - a. “Noxious Weeds” means those weeds as defined in §8.11(2)(d), Noxious Weeds and Maintenance of Vegetation, Green Bay Code of Ordinances.
 - b. “Ornamental Grasses and Groundcover” as defined in §8.11(2)(e), Noxious Weeds and Maintenance of Vegetation, Green Bay Code of Ordinances.
 - c. “Terrace” means the public right-of-way lying between the roadway and sidewalk, or where no sidewalk exists, between the roadway and the property line.
3. Plantings Permitted. A property owner shall be permitted to plant, care for and maintain plantings in the terrace adjacent to their property subject to the following restrictions:
 - a. Plantings are limited to annual and perennial plants, ornamental grasses, and groundcovers.
 - b. Plantings shall be 3 feet or less in height for terrace areas without sidewalk and shall maintain a setback of 3 feet from the back of curb. For terrace areas with sidewalk, plantings shall be 12 inches or less in height and have a setback of 18 inches from the back of curb and sidewalk.
 - c. Plantings shall be maintained in such a way that there is no overhang or encroachment onto the sidewalks, curb or street.
 - d. Planting within 3 feet of a hydrant or 30 feet of an intersection, as measured from back of curb of intersecting street, shall be limited to 12 inches in height
4. Trees. Only trees that are planted and maintained by the Park & Recreation Department/Forestry Division are permitted in the terrace.
5. Paved Terraces. The City encourages property owners to maintain the terrace area in turf grass or in plantings as defined in 3 above; however, in those areas where the terrace area between the back of curb and sidewalk are 3 feet or less, the property owner may pave the area with concrete, asphalt or brick pavers. In no case may the terrace area be fill with mulch or landscape stone. Said material may be placed around trees provides proper edging is placed around the tree to contain the material.

6. Uses Not Permitted. The following are not permitted in the terrace area:
 - a. The installation of objects deemed to be a hazard to motorists, bicyclists and pedestrians such as landscaping rocks/boulders, railroad ties, aboveground planting beds/planters, fencing, posts (mailbox posts are exempt), etc.
 - b. Hedges, bushes and vegetable gardens.
 - c. Re-grading terrace area without approval of the Department of Public Works. Grades within the terrace areas shall conform to the City sidewalk grade requirements.
7. Public Works and Public Utilities: Notwithstanding the foregoing, all terrace areas remain public property and are subject to the right of the City, its contractors, and public utilities and their contractors to excavate within the terrace for repair, maintenance or installation of any street, sidewalk, public utility; storage of snow; or for any other necessary public purpose. In the event the City or public utility disturbs or removes plantings in the course of such work, it shall be responsible only to restore the terrace to the original grass state in accordance with the City's terrace restoration policy. Further, the City shall have the right to remove or restrict any plantings that are deemed to interfere with the safety of motorists, pedestrians and/or bicyclists.



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.3

To approve the request by Green Bay Water Utility to have the City of Green Bay waive the \$30 plumbing fee for the galvanized water service replacement program.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.4

To approve the request by Department of Public Works to award the Clerk's Office Conference Room construction contract at a staff level and report the award at the next regular meeting of the Improvement and Services Committee.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.5

To approve the request by Department of Public Works to accept the grant from the Environmental Protection Agency (EPA) and enter into a contract with Wisconsin Department of Natural Resources (WDNR) to complete the scope of work and the project at the Tank Farm Marsh.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.6

To approve the report of the Purchasing Manager to award US Petroleum Equipment for the replacement of the Fuelmaster system at the Department of Public Works shops for the sum of \$28,215. The Fuelmaster System was competitively bid on Sourcewell Contract #092920-SYS.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Green Bay Fuelmaster Upgrade TB3295AB



A DIVISION OF U.S. VENTURE, INC.

Installing Confidence™

KIMBERLY

558 Carter Ct.
Kimberly, WI 54136
1-800-490-4915, Fax 920-739-0741

WAUSAU

7120 Highland Drive
Wausau, WI 54401
1-800-490-4915

WEST ALLIS

11225 W. Mitchell Street
West Allis, WI 53214
1-800-490-4915

March 26, 2021

Proposal No #: TB3295AB

City of Green Bay
DPW Eastside and Westside
519 S Oneida St
Green Bay, WI 54302

Contact:
Nathan Wachtendonk
Phone: (920) 492-3751
[Email: nathanwa@greenbaywi.gov](mailto:nathanwa@greenbaywi.gov)

RE: FuelMaster Fuel Management System Upgrade

PROPOSAL

U.S. Petroleum Equipment is pleased to provide the following proposal to upgrade your (6) existing FuelMaster® Fuel Management Units (FMU).

This proposal includes the following scope of work:

FUELMASTER MATERIALS AND SOFTWARE

\$ 23,672.00

- (1) FMU-3500Plus units Upgrade to FMU-3505Plus (new LRU and 2.4 Antenna)
- (5) FMU-3500Plus units Upgrade to FMU-2500Plus (new LRU)
- (1) FuelMaster® Plus Windows Software Upgrade
- (6) FMU pedestal surge protection assembly
- (3) Door Assembly, Prokee, Gray
- (3) Door Assembly, Prokee, Tan
- (3) Pedestal Assemblies
- (1) Car Wash Radio Board
- ◇ Software Update
- ◇ Database conversion
- ◇ Shipping

ELECTRICAL

By Owner

- ◇ Electrician services and materials to upgrade the existing Fuelmaster systems with new materials and software.

FUELMASTER INSTALLATION SERVICES**\$ 4,543.00**

- ◇ Factory authorized technician to upgrade (6) Fuel Master Units and assist with the software upgrade.
- ◇ Technician will install the LRUs, new doors, surge protectors and radio board.
- ◇ The Technician will assist the City Electricians with FMU pedestal replacement.

Syn-Tech Systems (Fuelmaster) Sourcewell Contract # 092920-SYS

SUBTOTAL FOR THE ABOVE PROPOSAL**\$ 28,215.00****APPLICABLE SALES TAX (T & WT)**

Exempt \$ -

TOTAL FOR PROPOSAL**\$ 28,215.00**

Attached terms and conditions apply.

ADDITIONAL NOTE:

- ◇ *Proposal based on working from 7:30am - 4:00pm, Monday through Friday.*
- ◇ *Installation will be done on parts and labor availability basis.*

ITEMS NOT INCLUDED WITH THIS PROPOSAL:

- ◇ *Any equipment, material, or services not listed in the above scope of work.*
- ◇ *Electrical services as needed are by owner.*

Thank you for considering U.S. Petroleum Equipment for your service and equipment needs.

TOTAL FOR THE ABOVE PROJECT \$ 28,215.00

Proposed Payment Terms:

\$ 28,215.00 100% due upon completion NET 30 days invoicing.

Terms are subject to credit approval.

This proposal may be withdrawn by U.S. if not accepted in **15 days**.

This Proposal is subject to the terms and conditions set forth herein, as well as the attached Standard Terms and Conditions (collectively, this Proposal and the Standard Terms and Conditions shall hereafter be referred to as the "Agreement").

If U.S. Petroleum Equipment is required to perform under different terms and conditions, a change order may be required.

Salesman Signature: _____
Todd Broeckel, Business Consultant

Proposal Date: _____

CUSTOMER ACCEPTANCE OF PROPOSAL

The prices, specifications, terms and conditions as set forth above and attached are satisfactory and hereby accepted as the Agreement. U.S. Petroleum Equipment is authorized to do the work as specified. Payment will be made as outlined above and in the attached Standard Terms and Conditions.

The undersigned individual, who is either a principal of the Customer or a sole proprietor, recognizing that his or her individual credit history may be a factor in the evaluation of the credit history of the applicant, hereby consents to and authorizes the use of a consumer credit report on the undersigned by U.S. Petroleum equipment from time to time as may be needed, in the credit evaluation process.

Customer: _____

Customer Signature: _____

Print Name and Title: _____
Enter Legal Name

Date: _____

**TERMS & CONDITIONS OF
U.S. PETROLEUM EQUIPMENT, a division of U.S. Venture, Inc.**

Acceptance of Proposal. The accompanying Proposal, when accepted by Customer, will constitute a contract between U.S. Venture, Inc. d/b/a U.S. Petroleum Equipment ("USPE") and Customer, subject to all terms and conditions that follow herein and the approval of USPE's credit manager. Delivery of the materials/equipment herewith, installation of the specified equipment, Customer's acceptance in writing, and/or the issuance of an invoice, constitutes a binding acceptance by the Customer of the proposal herein. It is expressly agreed that there are no promises, agreements, or understandings, oral or written, not specified in the Proposal and these Terms and Conditions.

Scope of Work and Payment. All equipment and services shall be provided as set forth in the Proposal. USPE shall be paid for work performed as follows:

1. Terms for services are specified in the Proposal. Terms on the invoice apply unless otherwise specified in the Proposal. Current terms on the invoice are net Ten (10) days from Customer's receipt of the invoice.
2. Terms on the invoice unless otherwise specified in the Proposal, are net ten (10) days from Customer's receipt of invoice.
3. In the event USPE has not received payment for all fees and cost according to the terms of the invoice, Customer agrees to pay a late payment fee on the unpaid invoice balance at the rate of 2% per month commencing upon the expiration of the invoice terms and continuing until paid.
4. Customer also agrees that if payments are not received according to the terms of the invoice, a stoppage in completing a project may occur without USPE incurring any nonperformance or other legal liability.
5. Customer agrees to pay all costs incurred by USPE in enforcing the terms of this Agreement, including but not limited to, costs of its collection agency and reasonable attorney's fees.
6. Credit card payments are subject to 3% card processing fees.

Prices. Prices quoted are expressly contingent upon all conditions being observed, represented, and warranted at the time of bid. Prices quoted cover only those items which are specifically set forth in the Proposal. All other items will be billed to Customer on a time and materials basis. The prices quoted are for acceptance within fifteen (15) days of the date of Proposal, unless otherwise specified, and are subject to change without notice after that date. Prices quoted do not include soil analysis or clean-up of contamination, unless specifically stated. Labor, materials, and outside services for electrical, concrete, blacktop, excavating or sewer work, and such work not included in the Proposal unless specified. Additionally, required local permits are not included in the Proposal unless specified. Prices quoted on equipment and repair parts are subject to federal, state, and municipal taxes and licenses, which may be in effect, or which may be imposed prior to the actual shipment of materials and equipment. All such taxes and license costs are the responsibility of Customer.

Rights of Offset. Customer acknowledges that U.S. Petroleum Equipment is a division of U.S. Venture, Inc. Customer acknowledges that U.S. Venture, Inc. and its divisions, subsidiaries, and affiliated entities ("U.S. Venture") may set-off any amounts that U.S. Venture owes to Customer, or to any of Customer's parent entities of any tier, affiliated entities of any nature, and subsidiaries of any tier, divisions, successors, and assigns, and any surviving, resulting, or transferee corporation, partnership, or other business entity of any one or more of them ("Customer Entities") against any amounts owed to U.S. Venture by any of the Customer Entities, whether such setoff arose before, concurrently with, or after the date for which U.S. Venture owes money to Customer.

Delivery. USPE will endeavor to maintain delivery dates and schedules but cannot guarantee them. USPE shall not be liable for any costs or damages of Customer under this provision, including, but not limited to, loss of profits or business.

Limited Warranty. All materials and equipment, whether new or used, are purchased "AS IS" from USPE. Products sold may be warranted by the manufacturer of the product but only to the extent of any warranty offered by the manufacturer. Unless specifically stated in the Proposal, Customer shall register the equipment with the manufacturer. Any manufacturer warranties existing on new equipment furnished as part of the Proposal are passed through from USPE to Customer according to each manufacturer's policy, and in such cases, Customer's warranty shall be limited to that provided by the manufacturer(s). Ordinary use; wear and tear; or damage from abuse, neglect, accident, maladjustment, or failure by Customer to maintain equipment properly is excluded from coverage.

For a period of one (1) year from the date of completion of the project, USPE will at its sole discretion, install any equipment or materials covered by a manufacturer's warranty. If an item(s) is not covered by manufacturer's warranty, Customer may at its sole cost, pay for the equipment and materials and USPE (at its sole discretion) will install at no charge to the Customer. This labor warranty from USPE is null and void in the event the Customer or third party performs subsequent work on the equipment installed or repaired by USPE.

CUSTOMER AGREES TO RELEASE, INDEMNIFY, HOLD HARMLESS, AND DEFEND USPE FROM AND AGAINST ANY AND ALL CLAIMS, LIABILITY, AND CAUSES OF ACTION AT LAW OR EQUITY FOR LOSS, DAMAGE, INJURY OR DEATH TO PERSONS AND PROPERTY, INCLUDING BUT NOT LIMITED TO ENVIRONMENTAL CONTAMINATION, LEAKS, SPILLS, RELEASES, OR DISCHARGES BY WHATSOEVER OR HOWSOEVER CAUSE OR SOURCE, ARISING OR OCCURRING FROM ANY NEW OR USED EQUIPMENT RECEIVED FROM BY CUSTOMER FROM USPE.

THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OR MERCHANTABILITY OR OF FITNESS FOR A PARTICULAR PURPOSE, WITH RESPECT TO THE EQUIPMENT AND SERVICES DESCRIBED IN THE PROPOSAL.

Limitation of Liability. USPE shall be liable only for damages that are the sole negligence of USPE and that USPE's total liability (if caused by USPE's sole negligence) shall not exceed \$50,000.00, or the total fees payable to USPE for the particular project, whichever is less. USPE shall not be liable for any special, punitive, incidental, or consequential damages (including without limitation, loss of profits or income, loss of use of property, business interruption, cost of replacing goods or services, or third party claims).

Any claims, demands, or cause of action against USPE arising from or related to in any way to the Proposal, or to work, services, or goods or products provided by USPE pursuant to the Proposal, must be brought within one (1) year from the date the work, service or provision of goods or products has been completed.

Compliance with Laws. Environmental compliance is Customer's responsibility. Its failure to comply strictly with applicable federal, state or local requirements, rules and/or regulations (including but not limited to those applicable to notice) shall completely void all warranties of USPE. Customer agrees to hold USPE harmless from and indemnify and defend against any claims or liability relating to Customer's failure to comply strictly with any federal, state or local requirements, rules and/or regulations (including but not limited to those applicable to notice)

Insurance/ownership/registration. Customer is responsible for maintaining (or ensuring that the owner of the property maintains if Customer is not the owner), evidence of ownership of the property on which the Project is taking place, insurance on the property and equipment purchased from USPE, and registration of any such equipment as may be required to comply with any local, state and federal laws, regulations or industry standards.

Termination. USPE may, without prejudice to any right or remedy, terminate its relationship with Customer and suspend all work or delivery of goods upon notice to Customer.

Unforeseen Conditions. If unforeseen conditions arise that affect the scope of services, time for performance, or the risk involved, USPE shall notify Customer. USPE may then, at its sole discretion, modify the scope of work, modify the price, stop work until arrangements satisfactory to USPE have been made, or terminate the services by notifying Customer in writing. USPE shall be entitled to compensation for its services performed through the time of termination. If abnormal soil conditions or weather conditions or other unforeseen conditions result in additional cost, those additional costs will be billed on a time and materials basis.

Jurisdiction and Venue. Customer agrees that this Proposal shall be governed by Wisconsin law and jurisdiction and venue will be the Outagamie County District Court of Wisconsin, or the Federal District Court Eastern District of Wisconsin (Green Bay Division).

Waiver of Right to Jury Trial. USPE AND CUSTOMER WAIVE THEIR RESPECTIVE RIGHTS TO A JURY TRIAL OF ANY CLAIM OR CAUSE OF ACTION BASED UPON OR ARISING OUT OF THE PROPOSAL OR ANY DEALINGS BETWEEN THEM RELATING TO THE SUBJECT MATTER OF THIS PROPOSAL. USPE AND CUSTOMER ACKNOWLEDGE THAT THIS WAIVER IS A MATERIAL INDUCEMENT TO ENTER INTO THIS AGREEMENT. THIS WAIVER IS IRREVOCABLE, MEANING THAT IT SHALL APPLY TO ANY SUBSEQUENT AMENDMENTS, RENEWALS, SUPPLEMENTS OR MODIFICATIONS TO THIS AGREEMENT OR TO ANY OTHER DOCUMENTS OR AGREEMENTS RELATING TO THE TRANSACTION CONTEMPLATED HEREBY. IN THE EVENT OF LITIGATION, THIS AGREEMENT MAY BE FILED AS A WRITTEN CONSENT TO A TRIAL BY THE COURT.

Utilities and Underground Structures. USPE will take reasonable precautions to avoid damage to utilities or other underground structures. Customer shall indemnify, defend, and hold USPE harmless for any damage to utilities or underground structures, and from any claims, liability, or damages resulting from utilities or underground structures that were not properly called to USPE's attention. Such indemnity shall include payment of litigation costs, expert's fees, and attorney's fees incurred by USPE.

Duties of the Customer. Customer warrants that it has disclosed all adverse or unfavorable site conditions which may affect this Proposal. Customer represents and warrants that all information provided to USPE is complete and accurate. Customer represents and warrants it has and will comply with all applicable local, state, and federal laws. Customer shall protect the site against damage, injury, or loss and shall carry insurance in an amount sufficient to cover replacement values, naming USPE as loss payee and additional insured. Customer is responsible for providing Builder's Risk insurance coverage. Customer is responsible for providing liquid ballast for filling underground storage tanks immediately upon setting the tanks during excavation. USPE shall not be liable for damage to the ballast, including without limitation, damage due to contamination or loss of product. Customer shall keep accurate, daily inventory records on products stored in tanks, lines, and dispensing equipment and shall promptly notify USPE of all shortages or losses. Precision testing procedures performed on any portion of the underground storage tank systems are designed to detect leaks and USPE shall not be responsible for any contamination resulting from spills or releases which may occur before, during or after such tests.

PCI/EMV Security Standard Requirements. This Proposal may include components to assist with implementing a program to maintain compliance with PCI security standard requirements, but may not provide the entire solution. Additional items such as software, network gateways, and secure routers may be needed to provide full compliance. Periodic inspection of devices and components, along with tracking these assets, and ensuring a secure network with limited access is also an important part of maintaining compliance with the standards. If additional components, software or equipment are required, those additions will be billed on a time and materials basis along with the labor necessary to install, program and setup. Components supplied by the Customer must be approved prior to scheduling upgrades. USPE does not guarantee compliance as compliance with the PCI security standard is the sole responsibility of the owner/operator of the facility. **CUSTOMER AGREES TO RELEASE, INDEMNIFY, HOLD HARMLESS, AND DEFEND USPE FROM AND AGAINST ANY AND ALL CLAIMS, LIABILITY, AND CAUSES OF ACTION AT LAW OR EQUITY ARISING OR OCCURRING FROM THE REMOVAL AND DISPOSAL OF CUSTOMER'S EQUIPMENT.**

Hardware/software compatibility. In connection with this Proposal, the parties assume that any fueling system hardware and software supplied by Customer is inherently compatible and required only routine start-up programming. If on start-up, it is discovered that the hardware and/or software is not compatible or has innate deficiencies that require additional configuration or upgrading, USPE shall be entitled to full payment of the Contract Price under the Proposal including any extra charges to complete changes to customer equipment.

Digging/excavating clause. Digging and excavating quotations are based on normal soil conditions. Should any digging or excavating be included in the USPE Proposal, and any heavy rock, shale, water frost or unusual doffing be encountered, the Proposal price shall be increased at USPE's normal labor hourly rate except that any outside contract work required shall be charged at USPE's cost plus its customary administrative charge. In the event of cave-ins, and the necessity to shore or slope hole, all associated cost with the removal of the excess soil and replacement with either sand or gravel will be considered an extra and all such cost shall be borne by Customer. In the event underground structures, cables, conduit, debris, rick, water, utilities, or running sand are encountered, destroyed or damaged during the performance of the work, USPE shall not be held responsible, and Customer shall indemnify and save harmless USPE and its contractors, agents and employees from all suits, actions, or claims brought about by such encounter, destruction or damage. Should dewatering be required, the USPE shall not be responsible for disruption of adjacent backfill materials whether known or unknown at the time of excavation, repairs to paving, concrete, structures shall be borne by Customer. USPE is not responsible for removal/disposal of waste water if de-watering of the sump is necessary. Finished grades are to be established and verified by Customer.

Tank Floating Clause. Customer shall fill all underground storage tanks installed by USPE with liquid for ballast immediately upon notification from USPE that a tank(s) has been set into an excavation ("filling notification"). USPE shall not be responsible for any contamination or loss of product used for ballast. If any tank floats after Customer receives filling notification, USPE shall not be liable for any damages to equipment, and labor and materials cost to reinstall tanks, if floating occurs, costs shall be borne by Customer.

Cold weather Concrete. In the event that concrete is poured during cold weather, USPE is not responsible for chipping, cracking, or spaulding of concrete, due to cold weather pours. Furthermore, USPE is not responsible for additional cost of heated concrete, unless otherwise specified in the contract. It is highly recommended that salt or any chemical based deicer is NOT used for a period of at least 24 months after installation to prevent concrete related problems.

Notice of Lien Rights. As required by the Wisconsin construction lien law, USPE hereby notifies owner/customer that persons or companies performing, furnishing, or procuring labor, services, materials, plans or specifications for the construction on owner's/customer's land may have lien rights on owner/customer's land and buildings if not paid. Those entitled to lien rights, in addition to USPE are those who give the owner/customer notice within sixty (60) days after they first perform, furnish, or procure labor, services, materials, plans or specifications for the construction. Accordingly, owner/customer probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. USPE agrees to cooperate with owner/customer and owner's/customer's lender, if any, to see that all potential lien claimants are duly paid. This notice is given for purpose of identification, and is not a claim to you or your lender for payment.



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.7

To approve the award of the following contracts:

A. BRIDGE I-2I (ATKINSON DRIVE OVER CN/WC RAILROAD B-5-225) EXPANSION JOINT REPLACEMENT to the low responsive bidder, Highway Landscapers, Inc., in the amount of \$208,500.

B. RAMPS I-2I MAIN STREET PARKING RAMP FAÇADE REMOVAL to the low responsive bidder, Central Restoration, LLC, in the amount of \$91,593.

C. SOUTH BAY SHORE DIKE REINFORCEMENT - SEGMENTS 20-22 to the low responsive bidder, Vinton Construction Co., in the amount of \$443,553.75.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Bid Summary - Public BRIDGE I-2I
2. Bid Summary Public RAMPS I-2I MAIN STREET PARKING RAMP FACADE REMOVAL
3. Bid Summary - Public SOUTH BAY SHORE DIKE REINFORCEMENT - SEGMENTS 20 - 22

CITY OF GREEN BAY, WISCONSIN

SUMMARY OF BIDS FOR CONTRACT

**BRIDGE 1-21 (ATKINSON DRIVE OVER CN/WC RAILROAD B-5-225)
EXPANSION JOINT REPLACEMENT**

Tuesday, March 30, 2021

Contractor	Bid	Bid Bond
HIGHWAY LANDSCAPERS, INC.	\$208,050	5%
NORCON CORPORATION	\$339,169	5%
ZENITH TECH, INC.	\$397,695	5%
Any questions, call 920-448-3100		

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

RAMPS 1-21 MAIN STREET PARKING RAMP FAÇADE REMOVAL

Tuesday, March 30, 2021

Contractor	Bid	Bid Bond
CENTRAL RESTORATION, LLC	\$91,593	5%
Any questions, call 920-448-3100		

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

SOUTH BAY SHORE DIKE REINFORCEMENT - SEGMENTS 20 - 22

Tuesday, April 6, 2021

Contractor	Bid	Bid Bond
VINTON CONSTRUCTION CO.	\$443,553.75	5%
PAYNE & DOLAN, INC.	\$458,136.25	5%
PETERS CONCRETE CO.	\$471,883.00	5%
ADVANCE CONSTRUCTION, INC.	\$494,722.75	5%
OSTRENGA EXCAVATING, INC.	\$565,208.00	10%
Any questions, call 920-448-3100		



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.8

To receive and place on file the report of award of the following contracts:

A. PAVEMENT 2-21 JACKSON STREET RECONSTRUCTION to the low responsive bidder, Soper Sewer & Water, LLC, in the amount of \$2,316,702.99.

B. PAVEMENT 3-21 S. JACKSON STREET RECONSTRUCTION to the low responsive bidder, Peters Concrete Co., in the amount of \$2,263,864.75.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Bid Summary - Public PAVEMENT 2-21 JACKSON STREET RECONSTRUCTION
2. Bid Summary - Public PAVEMENT 3-21 S. JACKSON STREET RECONSTRUCTION

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

PAVEMENT 2-21 JACKSON STREET RECONSTRUCTION

Tuesday, March 30, 2021

Contractor	Bid	Bid Bond
SOPER SEWER & WATER, LLC	\$2,316,702.99	5%
DEGROOT, INC.	\$2,360,726.83	5%
DORNER INC.	\$2,378,879.63	5%
JOSSART BROTHES, INC.	\$2,445,491.96	5%
ADVANCE CONSTRUCTION INC.	\$2,838,207.80	5%
PTS CONTRACTORS, INC.	\$3,177,000.00	5%
Any questions, call 920-448-3100		

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

PAVEMENT 3-21 S. JACKSON STREET RECONSTRUCTION

Tuesday, April 6, 2021

Contractor	Bid	Bid Bond
PETERS CONCRETE CO.	\$2,263,864.75	5%
DEGROOT, INC.	\$2,419,551.55	5%
DORNER INC.	\$2,462,563.01	NO BID BOND
JOSSART BROTHERS, INC.	\$2,465,191.50	5%
ADVANCE CONSTRUCTION INC.	\$2,582,823.51	5%
PTS CONTRACTORS, INC.	\$2,866,800.00	5%
Any questions, call 920-448-3100		



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.9

To approve the acquisition of right-of-way for Tax Parcel No. 5-1363 for improvements to Gray Street from Dousman Street to Mather Street.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. IS agenda item - Annunciation (2)

I & S Committee April 14, 2021

Consideration with possible action on the following Rights-of-Way required and authorize payment.

Gray Street from Dousman Street to Mather Street

<u>Tax</u> <u>Parcel</u> <u>Number</u>	<u>Interest</u> <u>Required</u>	<u>Owners Name</u>	<u>Amount</u>
5-1363	FEE	THE CONGREGATION OF THE ANNUNCIATION OF THE BLESSED VIRGIN MARY	\$500.00

WARRANTY DEED

Document No.

THIS INDENTURE, made by THE CONGREGATION OF THE ANNUNCIATION OF THE BLESSED VIRGIN MARY, grantor, conveys and warrants the property described below to THE CITY OF GREEN BAY, a Wisconsin Municipal Corporation, grantee, for the sum of Five Hundred and no/100 dollars (\$500.00).

[COPY]

Any person named in this deed may make an appeal from the amount of compensation within six months after the date of recording of this deed as set forth in s.32.05(2a) Wisconsin Statutes. For the purpose of any such appeal, the amount of compensation stated on the deed shall be treated as the award, and the date the deed is recorded shall be treated as the date of taking and the date of evaluation.

Return to:

City of Green Bay – Clerk
100 N. Jefferson Street
Green Bay, WI 54301-5026

Part of tax parcel number: 5-1363.

EXEMPT S.77.25(2r)

Legal Description

This is not homestead property.

See attached EXHIBIT A for Legal Description.

F. Antonio de las Santis - Pastor
(Signature)
F. Antonio de las Santis - Pastor
(Print Name and Title)

March 11, 2021
(Date)

State of Wisconsin)

Brown)SS.
County)

On the above date, this instrument was acknowledged before me by the named person(s) or officers.

Mary Jane Smithers
(Signature, Notary Public, State of Wisconsin)

Mary Jane Smithers
(Print or Type Name, Notary Public, State of Wisconsin)

11-29-23
(Date Commission Expires)

THIS INSTRUMENT DRAFTED BY:
Thomas H. Giese – R/W Specialist

Project: Gray Street at Division Street and Kellogg Street.Part of tax parcel number 5-1363.

EXHIBIT A

DESCRIPTION OF RIGHTS-OF-WAY REQUIRED FOR GRAY STREET
AT DIVISION STREET AND AT KELLOGG STREET

That part of Lot 222, Fort Howard Military Reserve, City of Green Bay, Brown County Wisconsin described as follows:

Commencing at the Southeast corner of said Lot 222, Fort Howard Military Reserve;
thence N26°-33'-46"E, 33.00 feet along the east line of said Lot 222, to the intersection of the West right-of-way line of Gray Street and the North right-of-way line of Division Street, and the point of beginning;
thence continuing N26°-33'-46"E 16.37 feet along said West right-of-way line of Gray Street;
thence Southwesterly along the arc of a 16.50 foot radius curve to the right, 25.79 feet, said curve having a chord which bears S71°-20'-18"W, 23.24 feet, to the North right-of-way line of Division Street;
thence S63°-53'-10"E, 16.37 feet, along said North right-of-way line of Division Street, to the point of beginning.

ALSO that part of Lot 222, Fort Howard Military Reserve, City of Green Bay, Brown County Wisconsin described as follows:

Commencing at the Southeast corner of said Lot 222, Fort Howard Military Reserve;
thence N26°-33'-46"E, 263.84 feet along the east line of said Lot 222, also being the West right-of-way line of Gray Street the extension thereof to the point of beginning;
thence continuing N26°-33'-46"E 16.64 feet along said West right-of-way line of Gray Street to the intersection of the West right-of-way line of Gray Street and the South right-of-way line of Kellogg Street;
thence N63°-55'-11"W, 16.64 feet along said South right-of-way line of Kellogg Street;
thence Southeasterly along the arc of a 16.50 foot radius curve to the right, 26.06 feet, said curve having a chord which bears S18°-40'-43"E, 23.43 feet, to the point of beginning.

All being part of tax parcel number 5-1363.

EXHIBIT A

KELLOGG ST

80'

N63°55'11"W
16.64'

R/W REQUIRED

R=16.50'
Δ=90°-2'8"-57"
L=26.06'
T=16.64'
C=23.43'

N26°33'46"E
16.64'

C BR=S18°-40'-43"E

FORT HOWARD MILITARY RESERVE
LOT 221 LOT 222

5-1368-A
LOT 223

5-1363

214.47'
N26°33'46"E

GRAY ST

5-1368

5-1372-A

5-1372

LOT 1
5CSM85

R=16.50'
Δ=89°-33'-04"
L=25.79'
T=16.37'
C=23.24'

C BR=S71°-20'-18"W

56.76'

N26°33'46"E
16.37'

R/W REQUIRED

S63°53'10"E
16.37'

33.00'

N26°33'46"E

DIVISION ST

SE CORNER LOT 222
FORT HOWARD MILITARY RESERVE

DISCLAIMER

This Computer Aided Drafting and Design (CADD) drawing is a compilation of records and data located in various Public and Private offices. Bearings and distances on this map are based on Brown County basemap. A field survey has not been completed. Brown County and/or City of Green Bay are not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.

0 20' 40' 80'



CITY OF GREEN BAY, WISCONSIN
DEPT. OF PUBLIC WORKS— ENGINEERING DIVISION

R/W REQUIRED— GRAY STREET AT
DIVISION STREET AND KELLOGG STREET

BY	DATE

I:\DeptData\PubWorks\Eng\CADD\CADD\ROW\Gray St @ Division & Kellogg\Gray Street @ Division St & Kellogg St.dwg, Exhibit A, 2/16/2021 11:12:38 AM



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # L.10

To receive and place on file the report of actions taken by Department of Public Works

A. Granting of Licenses

1. Sidewalk Builder

- a. E&I Concrete Construction
- b. Evraets Concrete Construction LLC
- c. Fischer Ulman Construction Inc.
- d. Kurowski Construction LLC
- e. N&L Concrete Construction LLP
- f. RG Hendricks & Sons Construction Inc.

2. Tree & Brush Trimmer

- a. A to Z Tree Service

3. Underground Sprinkler System

- a. ADC Maintenance LLC

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # M.I

To deny an appeal by Dimas Rodriguez regarding the denial of his application to keep three pets (held from 2021-03-22).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. rodriguezappeal
2. meves paperwork
3. 2021-03-23 Dimas Rodriguez 155 Burgundy Ct Letters re dog--P and P



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # M.2

To approve an application for an available "Class B" Combination License" by Lisa Berceau at 2056 Main St. with a licensed premises description as "bar with kitchen," with the approval of the proper authorities. (Previously licensed as Berceau's Last Stop until March 2021 when license was surrendered to the City).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 2056MAIN
2. SIGNED LICENSE STIPULATION PLAN.AYRESS.503_1697EMASON



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # M.3

To hold an application for a "Class A" Liquor and Class "A" Beer at 1698 Main St. with a license premises description as "c-store" (Currently licensed as Main Street Mini Mart, LLC).

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. JLA_1698 Main
2. 1698Main_Security Plan



Report to the
Protection and Policy Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # M.4

To receive and place on file the Liquor Violation Report for April 12, 2021.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 21LiqVio
2. Report April 12 2021
3. 20LiqVio

**REPORT OF THE PROTECTION AND POLICY COMMITTEE
GRANTING OPERATOR LICENSES**

April 20, 2021

The Protection and Policy Committee wishes to request that the following applications for Operator Licenses be granted.

Stipulations placed on licenses shall continue to be in effect.

OPERATOR LICENSES

Albers, Ronald P
Budde, Joseph L
Cerde, Ramiro C
Curiel, Angelica
Delveaux, Jared R
Egan, Caitlin R
Exworthy, Douglas S
Fish, Kecia M
Freiss, Evan M
Gonzalez, Jailene
Johnson, Sue A
Kissner, Meagan V
Koopman, Adam M
Lafond, Scott M
Lunn-Fay, Jennifer M
Mares, Adrian E
Mulkey, Nancy N
Nejedlo, Anna S
Nichols, Amy M
Opinker, Caitlin R
Phalen, Kimberly W
Quinones, Amber L
Ramirez Padilla, Brayan
Schwartz, Kayla M
Schwilk, Rick N
Stanislowski, Maya B
Targaczewski, Nyah D
Van Straten, Jeffrey J
VanLanen, Carmen R
Wendricks, Beth I
Witte, Rebekah M

Zeise, Mandie M
Zimmer, Steve D
Zipperer, Megan C



Report to the Green Bay Plan Commission

MEETING DATE

April 20, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # O.1

To rezone parcel 21-40-6, known as The Woods, from Rural Residential (RR) to Low-Density Residential (R1) on the west side, Conservancy (CON) in the center and Medium-Density Residential (R2) on the east side. (Public Hearing held 04/12/2021)

BACKGROUND

Primary Address: Parcel 21-40-6, along the 300 block of Erie Road

Aldersperson/District: Ald. Barb Dorff/District 1

Reason for Request: To allow for a housing development

Subject Parcel Zoning and Land Use: Rural Residential (RR) - golf course

Surrounding Zoning and Land Uses:

North: Rural Residential (RR) - single-family homes

South: Rural Residential (RR) – golf course

East: Low-Density Residential (R1)/PUD - vacant and assisted living

West: Low-Density Residential (R1) - single-family homes

Comprehensive Plan: The 2022 Smart Growth Plan designates this area as Low-Medium Density Housing.

Report: This rezoning request is the last of three applications reviewed by the Plan Commission regarding a proposed housing development on Parcel 21-40-6, located along Erie Road, known as "The Woods". The first application amended the City's Official Map to determine the Greenway boundaries on the parcel. The Comprehensive Plan Amendment application changed the future land use designation from "Parks" to "Low-Medium Density Housing" on the east side of the parcel. This application will change the zoning as follows:

- the West side of the parcel from Rural Residential (RR) to Low-Density Residential (R1)
- the Center of the parcel from Rural Residential (RR) to Conservancy (CON)
- the East side of the parcel from Rural Residential (RR) to Medium-Density Residential (R2)

The West side of this development will have approximately 22 single-family lots created in a subdivision plat. The road pattern and future land use were existing to support this type of development, so no amendments were needed throughout this process.

The Center will eventually be retained by the Parks Department as part of the Greenway. While this is near the existing Baird Creek Parkway, it will not connect on the north side at this time due to private property existing between the subject parcel and the existing Parkway. There will be public access points to the proposed Greenway area on the south side of this development, as shown in the exhibits.

The East side's future land use was recently amended and supports the rezoning to R2. Approximately 40

single-family units are proposed on the East side. This will be done through a condominium plat. The units will be stand-alone units and will generally appear like other single-family developments in the City. The condominium plat is intended to allow for flexibility in setbacks and spacing. The proposed density is well within the requirements of the R2 zoning district. The East side of the parcel is also adjacent to The Grandview development site across Erie Road, which has a wide variety of uses proposed, including townhomes and apartments near the subject parcel.

Staff supports this rezoning request. The proposed housing development is in keeping with all City plans, including the recently completed housing study, calling for more units throughout the City. If the rezoning is approved by Plan Commission and City Council, the applicant will move forward with technical applications, including land divisions and permitting. Which is a requirement for the development to meet the Green Bay Municipal Code, including erosion control, setbacks, public access, traffic concerns and landscaping.

Ald. Barb Dorff and neighbors within 400 ft. have been notified of the meeting. As of the drafting of this report, no comments have been received.

RECOMMENDATION

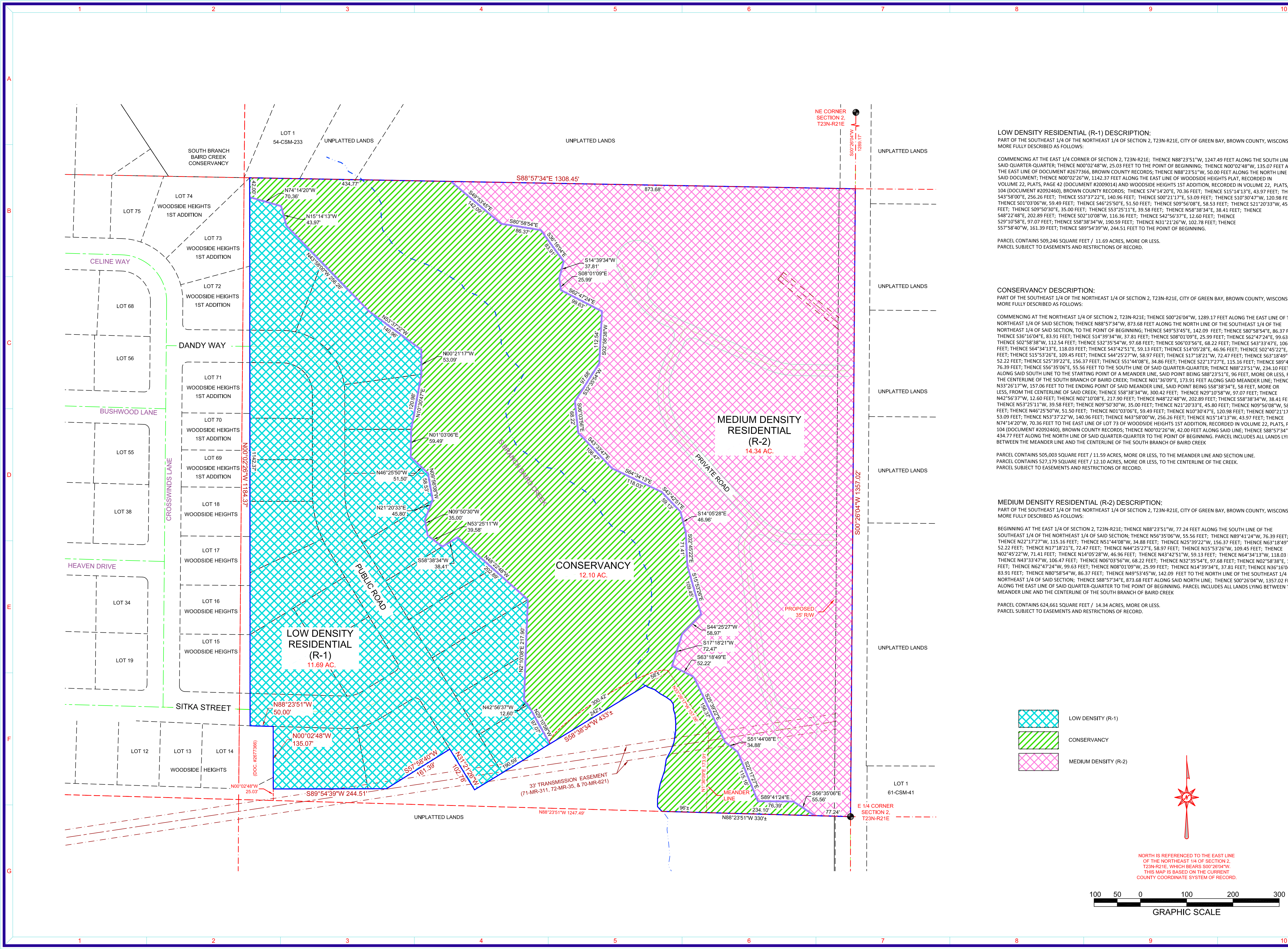
Approval of the request.

FISCAL IMPACT

ATTACHMENTS

1. ZP 21-01 Map
2. ZP 21-01 Applicant Narrative and Attachments
3. ZP 21-01, Proposed Housing Exhibit

R:\Jobs\1707-01-19 The Woods\DRAWINGS\1707-01-19 ENG 20210201.dwg 2/1/2021 2:09:35 PM



LOW DENSITY RESIDENTIAL (R-1) DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 1247.49 FEET ALONG THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N00°02'48"W, 25.03 FEET TO THE POINT OF BEGINNING; THENCE N00°02'48"W, 135.07 FEET ALONG THE EAST LINE OF DOCUMENT #2677366, BROWN COUNTY RECORDS; THENCE N88°23'51"W, 50.00 FEET ALONG THE NORTH LINE OF SAID DOCUMENT; THENCE N00°02'26"W, 1142.37 FEET ALONG THE EAST LINE OF WOODSIDE HEIGHTS PLAT, RECORDED IN VOLUME 22, PLATS, PAGE 42 (DOCUMENT #2009014) AND WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE S74°14'20"E, 70.36 FEET; THENCE S15°14'13"E, 43.97 FEET; THENCE S43°58'00"E, 256.26 FEET; THENCE S53°37'22"E, 140.96 FEET; THENCE S00°21'17"E, 53.09 FEET; THENCE S10°30'47"W, 120.98 FEET; THENCE S01°03'06"W, 59.49 FEET; THENCE S46°25'50"E, 51.50 FEET; THENCE S09°56'08"E, 58.53 FEET; THENCE S21°20'33"W, 45.80 FEET; THENCE S09°50'30"E, 35.00 FEET; THENCE S53°25'11"E, 39.58 FEET; THENCE N58°38'34"E, 38.41 FEET; THENCE S48°22'48"E, 202.89 FEET; THENCE S02°10'08"W, 116.36 FEET; THENCE S42°56'37"E, 12.60 FEET; THENCE S29°10'58"E, 97.07 FEET; THENCE S58°38'34"W, 190.59 FEET; THENCE N31°21'26"W, 102.78 FEET; THENCE S57°58'40"W, 161.39 FEET; THENCE S89°54'39"W, 244.51 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 509,346 SQUARE FEET / 11.69 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

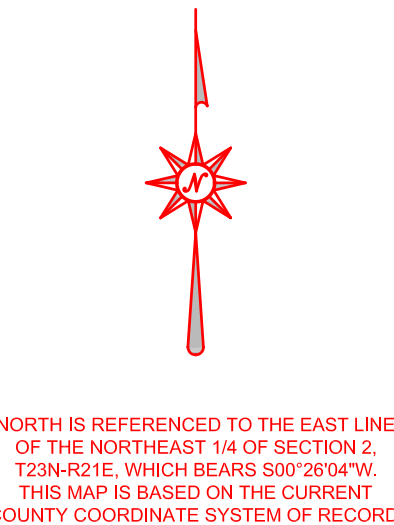
CONSERVANCY DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E; THENCE S00°26'04"W, 1289.17 FEET ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N88°57'34"W, 873.68 FEET ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION, TO THE POINT OF BEGINNING; THENCE S49°53'45"E, 142.09 FEET; THENCE S80°58'54"E, 86.37 FEET; THENCE S36°16'04"E, 83.91 FEET; THENCE S34°39'34"W, 37.81 FEET; THENCE S08°01'09"E, 25.99 FEET; THENCE S62°47'24"E, 99.63 FEET; THENCE S02°58'38"W, 112.54 FEET; THENCE S32°35'54"W, 97.68 FEET; THENCE S06°03'56"E, 68.22 FEET; THENCE S43°33'47"E, 106.47 FEET; THENCE S64°34'13"E, 118.03 FEET; THENCE S43°42'51"E, 59.13 FEET; THENCE S14°05'28"E, 46.96 FEET; THENCE S02°45'22"E, 71.41 FEET; THENCE S15°53'26"E, 109.45 FEET; THENCE S44°25'27"W, 58.97 FEET; THENCE S17°18'21"W, 72.47 FEET; THENCE S63°18'49"E, 52.22 FEET; THENCE S25°39'22"E, 156.37 FEET; THENCE S51°44'08"E, 34.88 FEET; THENCE S22°17'27"E, 115.16 FEET; THENCE S89°41'24"E, 76.39 FEET; THENCE S56°35'06"E, 55.56 FEET TO THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N88°23'51"W, 234.10 FEET ALONG SAID SOUTH LINE TO THE STARTING POINT OF A MEANDER LINE, SAID POINT BEING S88°23'51"E, 96 FEET, MORE OR LESS, FROM THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK; THENCE N01°36'09"E, 173.91 FEET ALONG SAID MEANDER LINE; THENCE N32°26'17"W, 157.06 FEET TO THE ENDING POINT OF SAID MEANDER LINE, SAID POINT BEING S58°38'34"E, 58 FEET, MORE OR LESS, FROM THE CENTERLINE OF SAID CREEK; THENCE S58°38'34"W, 300.42 FEET; THENCE N29°10'58"W, 97.07 FEET; THENCE N42°56'37"W, 12.60 FEET; THENCE N02°10'08"W, 217.90 FEET; THENCE N48°22'48"W, 202.89 FEET; THENCE S58°38'34"W, 38.41 FEET; THENCE N53°25'11"W, 39.58 FEET; THENCE N09°50'30"W, 35.00 FEET; THENCE N21°20'33"E, 45.80 FEET; THENCE N09°56'08"W, 58.53 FEET; THENCE N46°25'50"W, 51.50 FEET; THENCE N01°03'06"E, 59.49 FEET; THENCE N10°30'47"E, 120.98 FEET; THENCE N00°21'17"W, 53.09 FEET; THENCE N53°37'22"W, 140.96 FEET; THENCE N48°58'00"W, 256.26 FEET; THENCE N15°14'13"W, 43.97 FEET; THENCE N74°14'20"W, 70.36 FEET TO THE EAST LINE OF LOT 73 OF WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE N00°02'26"W, 42.00 FEET ALONG SAID LINE; THENCE S88°57'34"E, 434.77 FEET ALONG THE NORTH LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 505,003 SQUARE FEET / 11.59 ACRES, MORE OR LESS, TO THE MEANDER LINE AND SECTION LINE.
PARCEL CONTAINS 527,179 SQUARE FEET / 12.10 ACRES, MORE OR LESS, TO THE CENTERLINE OF THE CREEK.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

MEDIUM DENSITY RESIDENTIAL (R-2) DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 77.24 FEET ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N56°35'06"W, 55.56 FEET; THENCE N89°41'24"W, 76.39 FEET; THENCE N22°17'27"W, 115.16 FEET; THENCE N51°44'08"W, 34.88 FEET; THENCE N25°39'22"W, 156.37 FEET; THENCE N63°18'49"W, 52.22 FEET; THENCE N17°18'21"E, 72.47 FEET; THENCE N44°25'27"E, 58.97 FEET; THENCE N15°53'26"W, 109.45 FEET; THENCE N02°45'22"W, 71.41 FEET; THENCE N14°05'28"W, 46.96 FEET; THENCE N43°42'51"W, 59.13 FEET; THENCE N64°34'13"W, 118.03 FEET; THENCE N43°33'47"W, 106.47 FEET; THENCE N06°03'56"W, 68.22 FEET; THENCE N32°35'54"E, 97.68 FEET; THENCE N02°58'38"E, 112.54 FEET; THENCE N62°47'24"W, 99.63 FEET; THENCE N08°01'09"W, 25.99 FEET; THENCE N14°39'34"E, 37.81 FEET; THENCE N36°16'04"W, 83.91 FEET; THENCE N80°58'54"W, 86.37 FEET; THENCE N49°53'45"W, 142.09 FEET TO THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE S88°57'34"E, 873.68 FEET ALONG SAID NORTH LINE; THENCE S00°26'04"W, 1357.02 FEET ALONG THE EAST LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 624,661 SQUARE FEET / 14.34 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

- LOW DENSITY (R-1)
- CONSERVANCY
- MEDIUM DENSITY (R-2)



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PROFESSIONAL SEAL	
OFFICIAL MAP AMENDMENT	
THE WOODS	
OMA/REZONE APPLICATION	

THE WOODS - REQUEST FOR CITY ACTION
FEBRUARY 1, 2021
PROJECT NO. 1707-01-19



Background

Green Viper Inc. proposes to convert the back nine of The Wood Golf Course into a single family residential development. The site location is shown as Figure 1.

The proposed development contains three primary components. The conceptual site plan is shown in Figure 2. The west side proposes a maximum of 22 Single Family homes. This side of the development will have public roads and infrastructure and a stormwater management system.

The east side features approximately 40 Single Family Condos. This side of the development will have private roads, and either private, or combination of private and public infrastructure, as well as a stormwater management system.

The two developments are separated physically by a large ravine and Bairds Creek. The Bairds Creek area is to be transferred to the City and will be designated as parkway.

Green Bay Smart Growth 2022 report identifies several objectives that constitute Smart Growth. One objective is to target locations either contiguous to or within presently urbanized areas. The proposed site is adjacent to two city streets (Dandy and Sitka) that are stubbed for future connection. The east side of the development is readily connected to existing utilities with a short extension of city services.

Another objective is to promote efficient use of service land. The close proximity of existing city services and infrastructure creates an efficient use of both sides of the property and allows the existing services to reach their intended capacities.

A third objective is to limit public/private expenses. No public monies are being requested for the proposed development. All costs associated with the development are proposed to be borne by the Developer.

The fourth objective is to protect sensitive areas. The site has had a wetland delineation performed on it. The proposed site plan will blend the need to maintain the public health and safety needs of the development but at the same time preserve the sensitive areas. The majority of the sensitive areas are associated with, and adjacent to, Bairds Creek. The proposed development will involve the transfer of the Bairds Creek sensitive areas to the City of Green Bay via conversion to a parkway.

Another objective is for new neighborhoods to have a variety of house types. In order to minimize impact to the existing neighborhood and housing types, the west side of the development is proposed as single family lots to match the neighboring development. The east side of the parkway are single family condominiums. Condominiums offer a housing style that is currently in high demand with limited supply in the City. Condos offer home ownership with maintenance-free lifestyles. This housing option tends to attract young professionals or "empty nesters" who want to live in the City, but whose lifestyles are such that they do not want the maintenance associated with home ownership.

Lastly, the Report defines desirable housing densities. It defines Low Density Housing as 4-8 units/gross acre and lots 5,000 – 13,000 square feet (sf) in size. The proposed single family lots range in size from 12,200 sf – 25,700 sf. The proposed lots are larger in order to match the sizes of the existing single family lots which range from 11,780 sf to 19,057sf.

Because of the existing neighborhood, the west side of the development, has a relatively low density of 1.95 units per acres. Medium Density is defined as 10 units/gross acre. The east side of the development as a density of 3.3 units/acres, well under the max of 10. The desire to maintain and preserve some of the natural areas causes the density to be on the lower end of what is allowed in traditional medium density development.

The Development team met with City staff/departments on September 22, 2020 for a Technical Review Meeting. The purpose was to inform staff of the project and allow for an initial review of the proposed development.

At the suggestion of the Planning Staff, the developer conducted a neighborhood meeting with immediate neighbors to present proposed plans for development. The Neighborhood Meeting was held October 14, 2020.

Official Map Amendment

An Official Map Amendment (OMA) is requested to adjust road patterns and parkway boundaries to be consistent with the development. The public road pattern and proposed parkway boundaries are shown in Figure 3 along with legal descriptions.

Comprehensive Plan Amendment

The Comprehensive Plans shows the land east of Bairds Creek as Parkway. The developer requests to amend a portion of the property east of the proposed parkway from Parkway to Low/Medium Density Residential. The Comprehensive Plan Amendment is shown in Figure 3, along with appropriate legal descriptions.

Rezoning

The developer requests the following rezoning revisions. The western portion of the development be rezoned from Rural Residential (RR) to Low Density Residential (R1). The proposed Parkway area from Rural Residential (RR) to Conservancy (C). The eastern portion of the development from Rural Residential (RR) to Medium Density Residential (R2). The rezoning areas, along with appropriate legal descriptions, are shown in Figure 3.

Future Steps

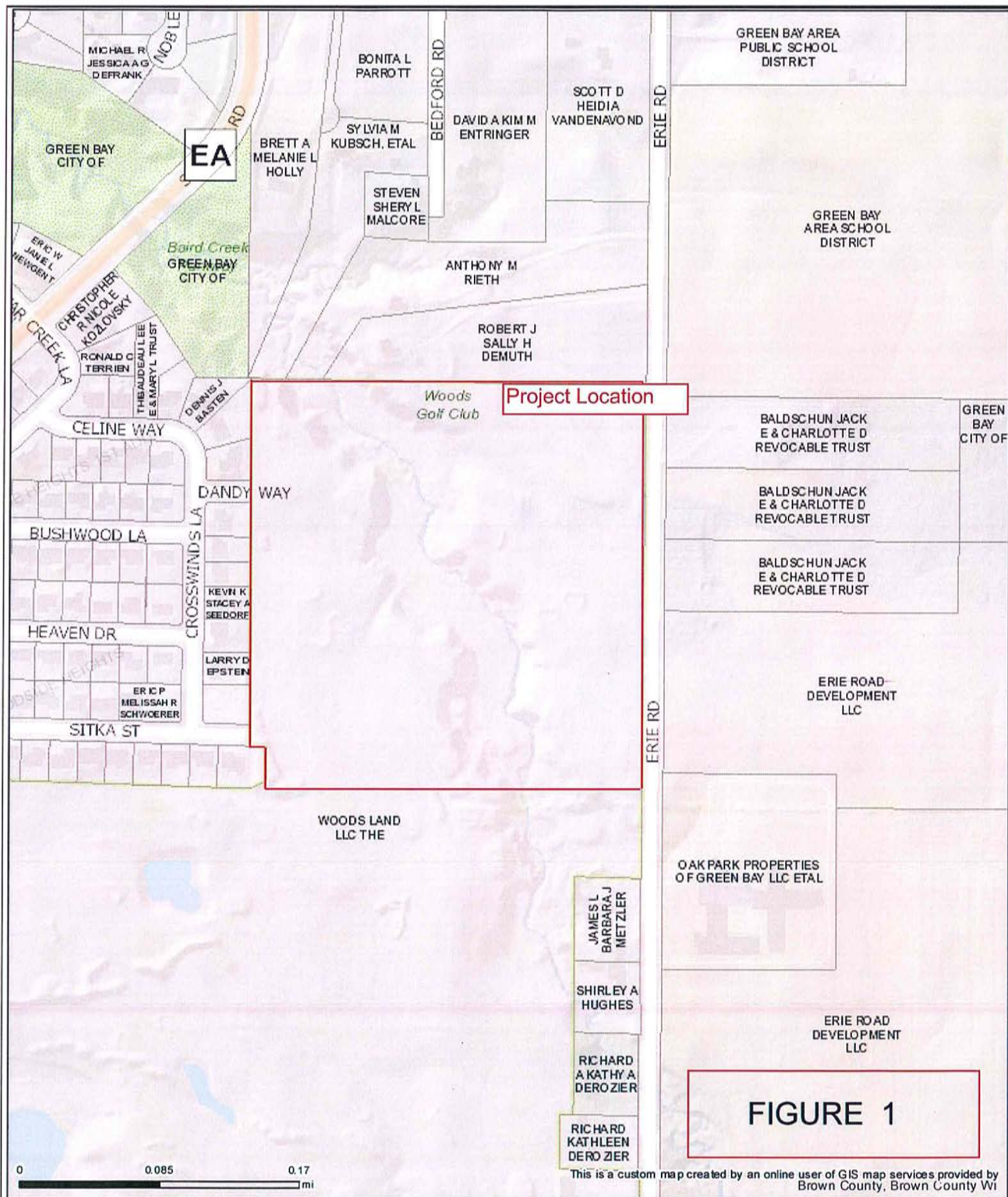
Subdivision/Condo Plat

Preliminary and final subdivision/condo plats will be submitted to the City and State for standard review.

Construction Documents

Infrastructure design and construction documents will be developed and submitted to applicable regulatory agencies. It is anticipated the development will require the following regulatory approvals:

- City of Green Bay – Site Plan
- City of Green Bay – Stormwater Management
- City of Green Bay – Erosion Control
- WDNR
- USACOE
- Brown County
- NEW Sanitary Sewer Extension



Part of Brown County WI

Map printed on 9/29/2020

1:4,800

1 inch = 400 feet*

1 inch = 0.0758 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level



Parcel ownership key

- Parcel Boundary --- Lines between deeds or lots
Condominium Historic Parcel Line
Gap or Overlap Vacated Right of Way

- Parcel line
 - Right of Way line
 - Meander line
 - Lines between deeds or lots
 - Historic Parcel Line
 - Vacated Right of Way
- 'hooks' indicate parcel ownership crosses a line
- A com
http

SC-190-2	Parcel ID Number
2880257	Document Number
0.814 AC	Area of parcel
279.8'	Line Distance
3547	Address

A complete key (legend) is available at:
<https://tinyurl.com/BrownDogKey>



(920) 448-6480
maps.gis.co.brown.wi.us

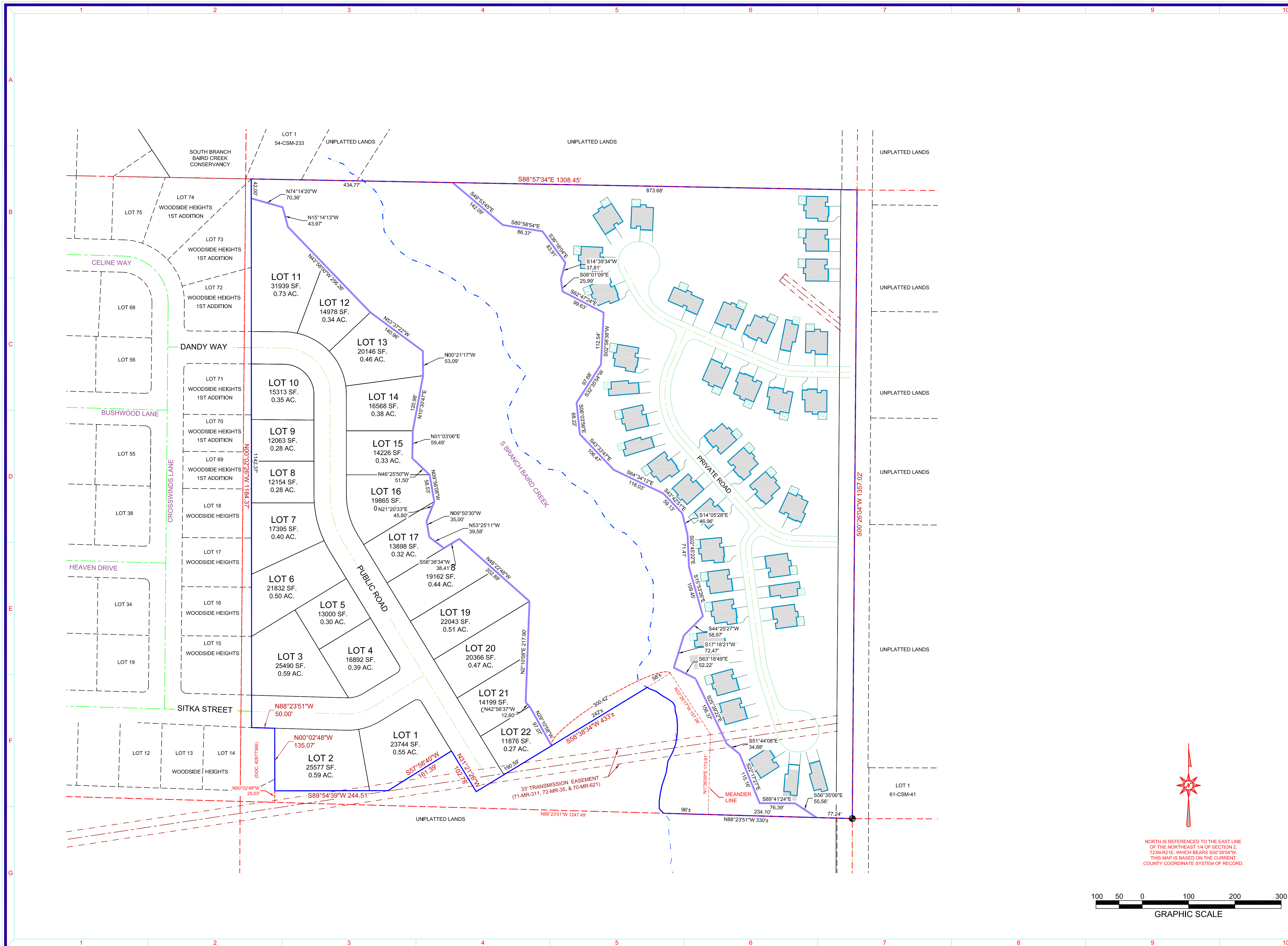
CONCEPTUAL SITE PLAN

THE WOODS

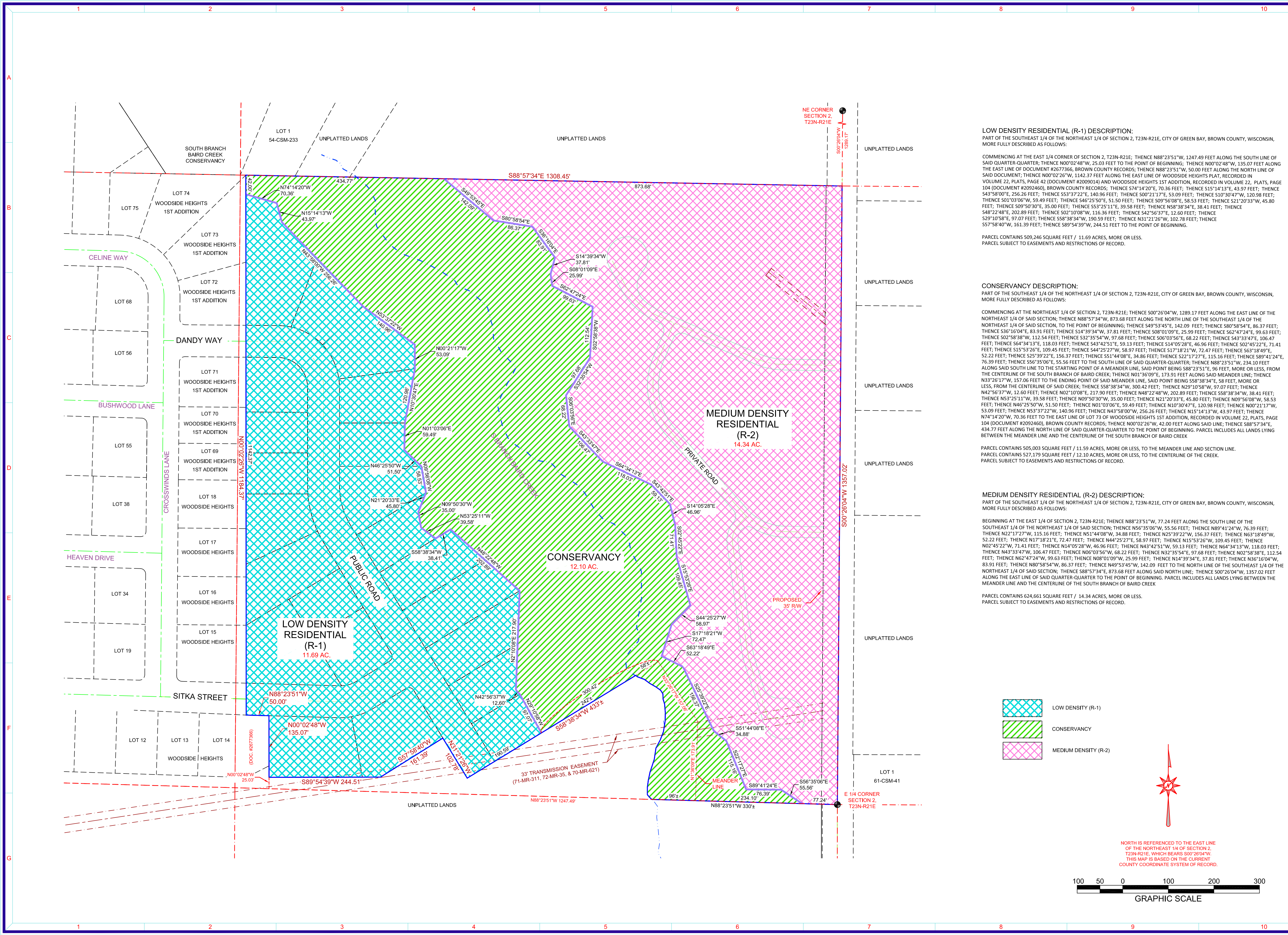
OMA/REZONE APPLICATION

[illegible]

SHEET NUMBER

FIGURE 2
O

R:\Jobs\1707-01-19 The Woods\DRAWINGS\1707-01-19 ENG 20210201.dwg 2/1/2021 2:09:35 PM



LOW DENSITY RESIDENTIAL (R-1) DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 1247.49 FEET ALONG THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N00°02'48"W, 25.03 FEET TO THE POINT OF BEGINNING; THENCE N00°02'48"W, 135.07 FEET ALONG THE EAST LINE OF DOCUMENT #2677366, BROWN COUNTY RECORDS; THENCE N88°23'51"W, 50.00 FEET ALONG THE NORTH LINE OF SAID DOCUMENT; THENCE N00°02'26"W, 1142.37 FEET ALONG THE EAST LINE OF WOODSIDE HEIGHTS PLAT, RECORDED IN VOLUME 22, PLATS, PAGE 42 (DOCUMENT #2009014) AND WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE S74°14'20"E, 70.36 FEET; THENCE S15°14'13"E, 43.97 FEET; THENCE S43°58'00"E, 256.26 FEET; THENCE S53°37'22"E, 140.96 FEET; THENCE S00°21'17"E, 53.09 FEET; THENCE S10°30'47"W, 120.98 FEET; THENCE S01°03'06"W, 59.49 FEET; THENCE S46°25'50"E, 51.50 FEET; THENCE S09°56'08"E, 58.53 FEET; THENCE S21°20'33"W, 45.80 FEET; THENCE S09°50'30"E, 35.00 FEET; THENCE S53°25'11"E, 39.58 FEET; THENCE N58°38'34"E, 38.41 FEET; THENCE S48°22'48"E, 202.89 FEET; THENCE S02°10'08"W, 116.36 FEET; THENCE S42°56'37"E, 12.60 FEET; THENCE S29°10'58"E, 97.07 FEET; THENCE S58°38'34"W, 190.59 FEET; THENCE N31°21'26"W, 102.78 FEET; THENCE S57°58'40"W, 161.39 FEET; THENCE S89°54'39"W, 244.51 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 509,346 SQUARE FEET / 11.69 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

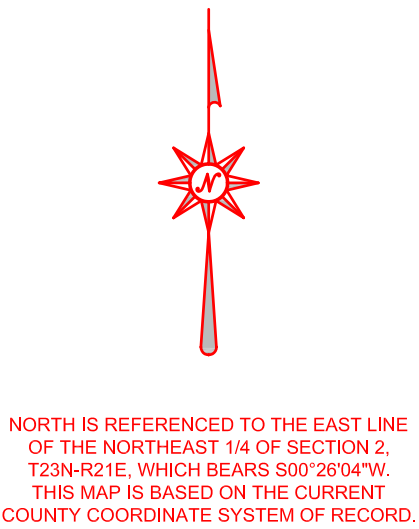
CONSERVANCY DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
COMMENCING AT THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E; THENCE S00°26'04"W, 1289.17 FEET ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N88°57'34"W, 873.68 FEET ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION, TO THE POINT OF BEGINNING; THENCE S49°53'45"E, 142.09 FEET; THENCE S80°58'54"E, 86.37 FEET; THENCE S36°16'04"E, 83.91 FEET; THENCE S34°39'34"W, 37.81 FEET; THENCE S08°01'09"E, 25.99 FEET; THENCE S62°47'24"E, 99.63 FEET; THENCE S02°58'38"W, 112.54 FEET; THENCE S32°35'54"W, 97.68 FEET; THENCE S06°03'56"E, 68.22 FEET; THENCE S43°33'47"E, 106.47 FEET; THENCE S64°34'13"E, 118.03 FEET; THENCE S43°42'51"E, 59.13 FEET; THENCE S14°05'28"E, 46.96 FEET; THENCE S02°45'22"E, 71.41 FEET; THENCE S15°53'26"E, 109.45 FEET; THENCE S44°25'27"W, 58.97 FEET; THENCE S17°18'21"W, 72.47 FEET; THENCE S63°18'49"E, 52.22 FEET; THENCE S25°39'22"E, 156.37 FEET; THENCE S51°44'08"E, 34.88 FEET; THENCE S22°17'27"E, 115.16 FEET; THENCE S89°41'24"E, 76.39 FEET; THENCE S56°35'06"E, 55.56 FEET TO THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N88°23'51"W, 234.10 FEET ALONG SAID SOUTH LINE TO THE STARTING POINT OF A MEANDER LINE, SAID POINT BEING S88°23'51"E, 96 FEET, MORE OR LESS, FROM THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK; THENCE N01°36'09"E, 173.91 FEET ALONG SAID MEANDER LINE; THENCE N32°26'17"W, 157.06 FEET TO THE ENDING POINT OF SAID MEANDER LINE, SAID POINT BEING S58°38'34"E, 58 FEET, MORE OR LESS, FROM THE CENTERLINE OF SAID CREEK; THENCE S58°38'34"W, 300.42 FEET; THENCE N29°10'58"W, 97.07 FEET; THENCE N42°56'37"W, 12.60 FEET; THENCE N02°10'08"E, 217.90 FEET; THENCE N48°22'48"W, 202.89 FEET; THENCE S58°38'34"W, 38.41 FEET; THENCE N53°25'11"W, 39.58 FEET; THENCE N09°50'30"W, 35.00 FEET; THENCE N21°20'33"E, 45.80 FEET; THENCE N09°56'08"W, 58.53 FEET; THENCE N46°25'50"W, 51.50 FEET; THENCE N01°03'06"E, 59.49 FEET; THENCE N10°30'47"E, 120.98 FEET; THENCE N00°21'17"W, 53.09 FEET; THENCE N53°37'22"W, 140.96 FEET; THENCE N48°58'00"W, 256.26 FEET; THENCE N15°14'13"W, 43.97 FEET; THENCE N74°14'20"W, 70.36 FEET TO THE EAST LINE OF LOT 73 OF WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE N00°02'26"W, 42.00 FEET ALONG SAID LINE; THENCE S88°57'34"E, 434.77 FEET ALONG THE NORTH LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 505,003 SQUARE FEET / 11.59 ACRES, MORE OR LESS, TO THE MEANDER LINE AND SECTION LINE.
PARCEL CONTAINS 527,179 SQUARE FEET / 12.10 ACRES, MORE OR LESS, TO THE CENTERLINE OF THE CREEK.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

MEDIUM DENSITY RESIDENTIAL (R-2) DESCRIPTION:
PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:
BEGINNING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 77.24 FEET ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N56°35'06"W, 55.56 FEET; THENCE N89°41'24"W, 76.39 FEET; THENCE N22°17'27"W, 115.16 FEET; THENCE N51°44'08"W, 34.88 FEET; THENCE N25°39'22"W, 156.37 FEET; THENCE N63°18'49"W, 52.22 FEET; THENCE N17°18'21"E, 72.47 FEET; THENCE N44°25'27"E, 58.97 FEET; THENCE N15°53'26"W, 109.45 FEET; THENCE N02°45'22"W, 71.41 FEET; THENCE N14°05'28"W, 46.96 FEET; THENCE N43°42'51"W, 59.13 FEET; THENCE N64°34'13"W, 118.03 FEET; THENCE N43°33'47"W, 106.47 FEET; THENCE N06°03'56"W, 68.22 FEET; THENCE N32°35'54"E, 97.68 FEET; THENCE N02°58'38"E, 112.54 FEET; THENCE N62°47'24"W, 99.63 FEET; THENCE N08°01'09"W, 25.99 FEET; THENCE N14°39'34"E, 37.81 FEET; THENCE N36°16'04"W, 83.91 FEET; THENCE N80°58'54"W, 86.37 FEET; THENCE N49°53'45"W, 142.09 FEET TO THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE S88°57'34"E, 873.68 FEET ALONG SAID NORTH LINE; THENCE S00°26'04"W, 1357.02 FEET ALONG THE EAST LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 624,661 SQUARE FEET / 14.34 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

- LOW DENSITY (R-1)
- CONSERVANCY
- MEDIUM DENSITY (R-2)



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PROFESSIONAL SEAL		OFFICIAL MAP AMENDMENT		THE WOODS		OMA/REZONE APPLICATION	
						</	



Report to the Green Bay Plan Commission

MEETING DATE

April 20, 2021

PREPARED BY

Madison Smith

AGENDA ITEM # O.2

To authorize a Conditional Use Permit (CUP) for a two-family dwelling located at 1440 Smith Street. (Public Hearing held 04/12/2021)

BACKGROUND

Primary Address: 1440 Smith Street

Aldersperson/District: Ald. Kathy Lefebvre / District 6

Reason for Request: To allow for a 2-unit duplex in replace of a 3-unit.

Surrounding Zoning and Land Uses:

SUBJECT: Low Density Residential (RI) - Single-family residential

NORTH: - Low Density Residential (RI) - Single-family residential

SOUTH: - Low Density Residential (RI) - Single and two-family residential

EAST: - Low Density Residential (RI) - Single-family residential

WEST: - Low Density Residential (RI) - Single-family and two- family residential

Public Institution (PI) - Park

Comprehensive Plan: The 2022 Smart Growth Plan designates this area as low/medium density residential uses.

Consistency Analysis: While Ch. 66.1001 Wis. Stats. does not specifically require conditional uses to meet the consistency requirement, the proposed conditional use permit is consistent with the comprehensive plan. The proposed use of the subject property is compatible with and is not contradictory to the applicable recommended policy and the future land use map.

Report: The proposed 3-unit to 2-unit single-family dwelling located at 1440 Smith Street (subject property) has a Low Density Residential (RI) zoning. The subject property of 1440 Smith Street: North ½ of the East 53 ft. of that part of Lot Twenty-seven (27), lying between the South line of Smith Street and the North line of Farlin Avenue, according to the recorded Plat of Newberry's Addition Subdivision No. 1, in the City of Green Bay, East side of Fox River, Brown County, Wisconsin. Property type is multi-family residential with a total assessed land value of \$12,500. The existing structure has an occupancy of a 3-family. The owner/applicant would like to convert this from a 3-unit dwelling to a 2-unit dwelling. This site is located in a cul-de-sac and a CDBG area.

The petitioner wishes to establish an updated duplex with improvements. If approved the property would have one bedroom and one bathroom on the West side of the house and a 3 bedroom 2 bathroom on the East side of the house. Both units would be two stories and would create a side by side duplex. There is a three stall carport garage in the rear of the building with additional parking space on the side. House was purchased in early 2021.

Planning Staff is recommending approval of the request. The utilities, fire and safety meet the code to separate and convert to a 2-unit family dwelling.

Ald. Kathy Lefebvre, the Olde North Neighborhood Association and adjacent property owners within 200+ ft. of the property have been notified of the request. The petitioner informed staff that they have contacted area neighbors, the neighborhood association and the Alderperson prior to application being submitted. As of the drafting of this report, staff has not received any calls regarding the request.

RECOMMENDATION

Approval of the request for a Conditional Use Permit.

FISCAL IMPACT

ATTACHMENTS

1. ZP 21-05 Application
2. ZP 21-05 Location Map
3. ZP 21-05 Location Map BW
4. 1440 Smith St description
5. SMITH STREET



REQUEST FOR CITY ACTION PLAN COMMISSION

Department of Community
and Economic Development
100 N. Jefferson Street, Rm 608
Green Bay, WI 54301-5026
(920) 448-3400 - phone
(920) 448-3426 - fax

Petitioner(s): Dalton Ruesch Date: 2-22-21
Email: daltonruesch@gmail.com Phone Number: 715-459-3263
Address: 625 Pine St. City: Green Bay State: WI Zip Code: 54301
Property Owner: Ruesch Properties Phone Number: 715-459-3263
Parcel Numbers (required): 19-17-A
Location of Property: 1440 Smith St.

Attach maps and legal descriptions (required) and submit to the Dept. of Community and Economic Development, Room 608, City Hall

To: Honorable Mayor and Common Council, c/o City Clerk

I, Dalton Ruesch, respectfully request that the City of Green Bay take the following action:

Attach Zoning Petition Form with first three items.

- ☒ Rezone Property (\$300.00 Review Fee)
☒ Conditional Use and CUP Amendment, including Single Lot Duplexes (\$300.00 Review Fee)
☐ PUD and PUD Amendments (\$350.00 Review Fee)
☐ Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 plus \$35.00 per Lot/Outlot Review Fee)
☐ Approve Preliminary City/Extraterritorial Certified Survey Map (\$150.00 Review Fee)
☒ Approve Final City/Extraterritorial Subdivision Plat (\$100.00 Review Fee)
☐ Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee)
☐ Grant a Postponement of Development Fees (\$100.00 Review Fee) [Review by I&S and/or Park Committees]
☐ Development District Map Amendment (\$200.00 Administration Fee)
☐ Official Map Amendment (\$200.00 Administration Fee)
☐ Plat of Right-of-Way (\$200.00 Administration Fee)
☐ Discontinue a Public Utility Easement (\$200.00 Administration Fee)
☐ Street Name Change (\$200.00 Administration Fee)
☐ Declare City Property "City Surplus" (\$200.00 Administration Fee)
☐ Vacate a Street/Alley/Pedestrian Way (\$200.00 Administration Fee)
☐ Other (\$200.00 Administration Fee): _____

Petitioner Signature(s): Dalton Ruesch

Review Fee: _____ Receipt No.: _____ Zoning Petition No.: _____

Briefly describe action desired, noting the property affected and all other pertinent information.

Attach maps and legal descriptions (required).

Typed on separate page

Please contact the Dept. of Community and Economic Development, Room 608, City Hall,
(920) 448-3400, if you have any questions.

Dalton Ruesch
625 Pine St
Green Bay WI. 54301

1440 Smith St
Green Bay, WI 54301

I am applying for a conditional use permit at 1440 Smith St. Currently the property is a three unit apartment building. I would like to use the property as a side by side duplex. In its current setup it would take little to no renovations to make this a two family dwelling. If approved the property would have a one bedroom and one bathroom on the West side of the house and a 3 bedroom 2 bathroom on the East side of the house. Both units would be two stories and would create a nice side by side duplex. There is a three stall carport in the rear of the building with additional parking space on the side and nice size yard beyond that.

I purchased this property in early 2021 not knowing that the multifamily zoning had expired. After the purchase we painted all walls and trim in the exterior, installed new trim and floors throughout. Installed new doors, light fixtures, hardware, appliances and many other small updates.

As the weather warms up it is my intention to focus on the exterior of the property. We plan to fix the stucco, paint the exterior, work on the curb appeal with landscaping and in the future put in a hard surface driveway.

If you have any further questions please let me know.

Thank You,
Dalton Ruesch



City Of GreenBay > Parcel Data

Find a Parcel

Current Parcel: 19-17-A

1440 SMITH ST

RUESCH PROPERTIES LLC

625 PINE ST GREEN BAY WI 54301

[Street View Map](#) • [Green Bay Parcel Map](#) • [Google Map](#)
[Assessment Records](#)[Zoning and Districts](#)[Brown County Parcel Data](#)[Inspection Records](#)[Special Assessments](#)[Requests For Service](#)[Police Calls](#)[2020 Residential Assessment](#)[2019 Residential Assessment](#)[2018 Residential Assessment](#)[2017 Residential Assessment](#)[Property Sales](#)[Sketches](#)**2020 Residential Assessment**

Photo Filename1:	Photo Filename5:	Photo Filename2:
Half Story S F: 0	Photo Filename4:	Property Type: Multi family residential
Photo Filename6:	Photo Filename3:	

Value

Total Assessed Value Land: \$12,500	Total Assessed Value Improvements: \$70,100	Total Assessed Value: \$82,600
--	--	---------------------------------------

Building Information

Tax Class: Residential	Living Units: 3	Family Rooms: 0
Occupancy: 3 Family	Heating Type: Gas, forced air	Other Rooms: 6
Story: 1.5 story	Cooling Type: No A/C	Full Basement S F: 1116 sq ft
Style: Old style 2-3	Full Baths: 3	First Floor S F: 1116 sq ft
Exterior Wall: Stucco	Half Baths: 0	Second Floor S F: 741 sq ft
Roof Type: Asphalt shingles	Additional Fixtures: 4	SFLA: 1857
Year Built: 1938	Bedrooms: 3	

Property Info

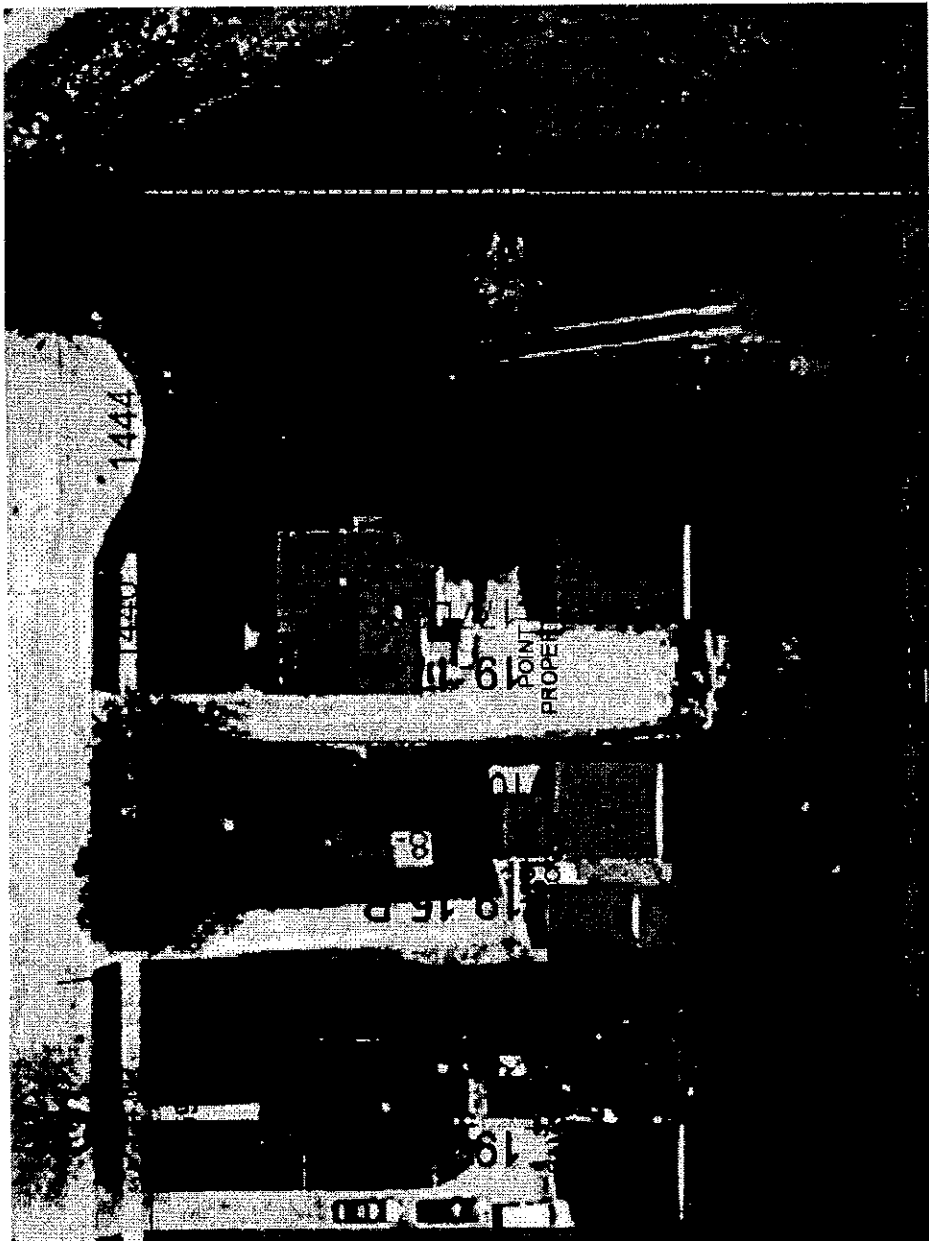
Water Front Type: None	Tax Key Number: 19-17-A	Neighborhood Group: Residential
Acres: 0.222	Zoning: Low Density Resident	Neighborhood: 155
Square Feet: 9649	Has O B I: Yes	Sanitary: Sewer
Depth: 180	Has Residential: Yes	Water: City water
Width: 53	Has Land: Yes	Traffic: Cul de sac
Land Use: Residential	Property Address: 1440 Smith St	Legal Acres: 0.221
County: Brown	Total Improvements: 1	

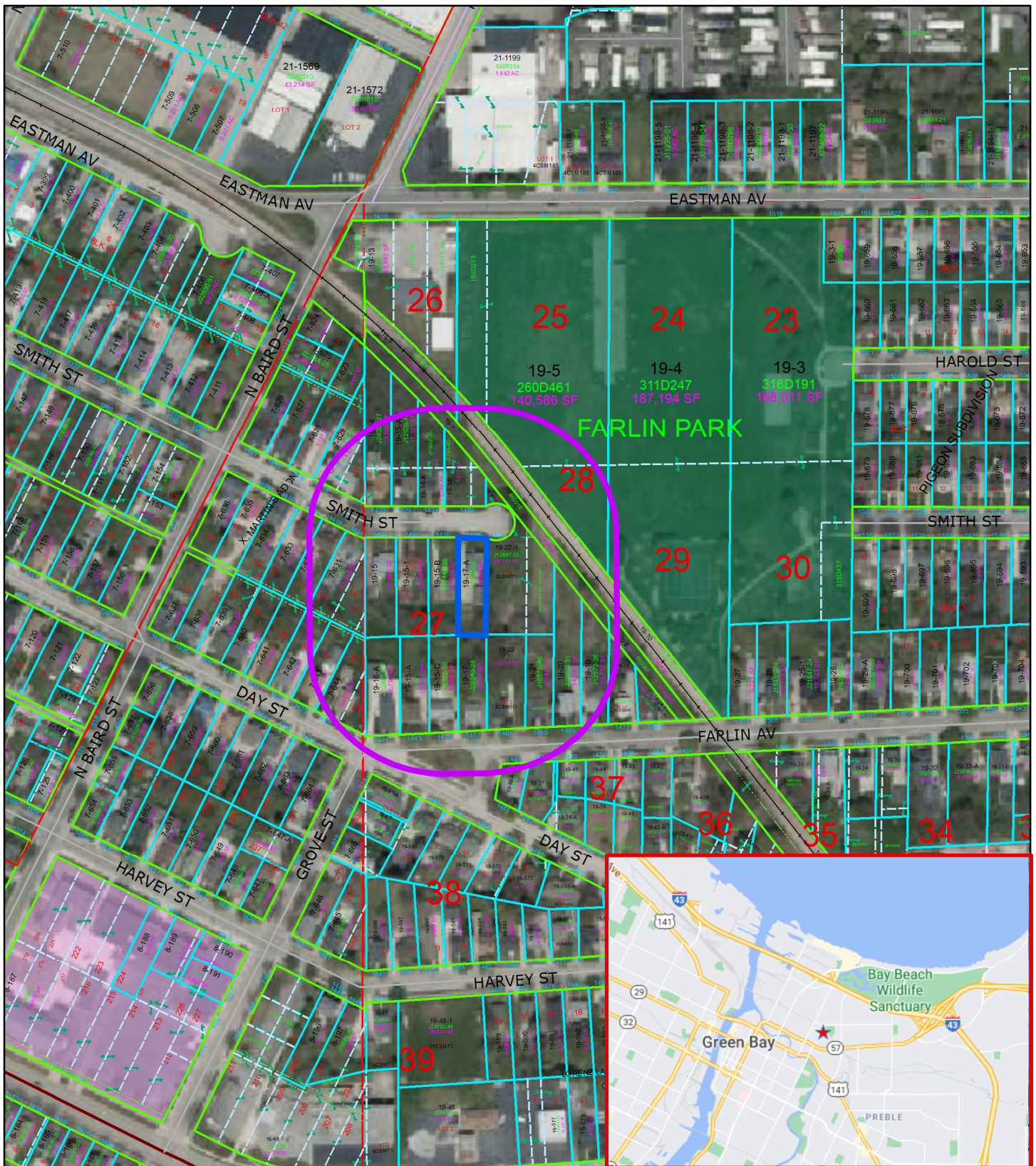
Legal Description

Legal Description: 9,636 SQ FT NEWBERRYS ADD SUBD #1 N 1/2 OF THAT PRT OF LOT 27 DES IN 177 OF DEEDS 206 BCR EX ST & PRT DES IN 242 OF DEEDS 10 BCR



The City of Green Bay is not responsible for the misrepresentation, inaccuracies or unauthorized use of the information presented. If you have a question regarding the validity of your assessment, please use our website to check assessed values on similar properties in your area as compared to your assessment. Quality of construction, age, size, and location are just a few of the benchmarks used for comparison. Our job is to be fair in our assessments. A recent appraisal is only helpful in pointing out other similar properties. As a comparison, you would take those comps, and see what the assessed values are for those properties. Please call our office at 920-448-3066 if you have any questions regarding the value of your property. Remember, we do not set the tax rate and cannot lower your taxes, we can only review your assessment to determine whether or not it is reasonable when compared to the assessed values of similar properties.





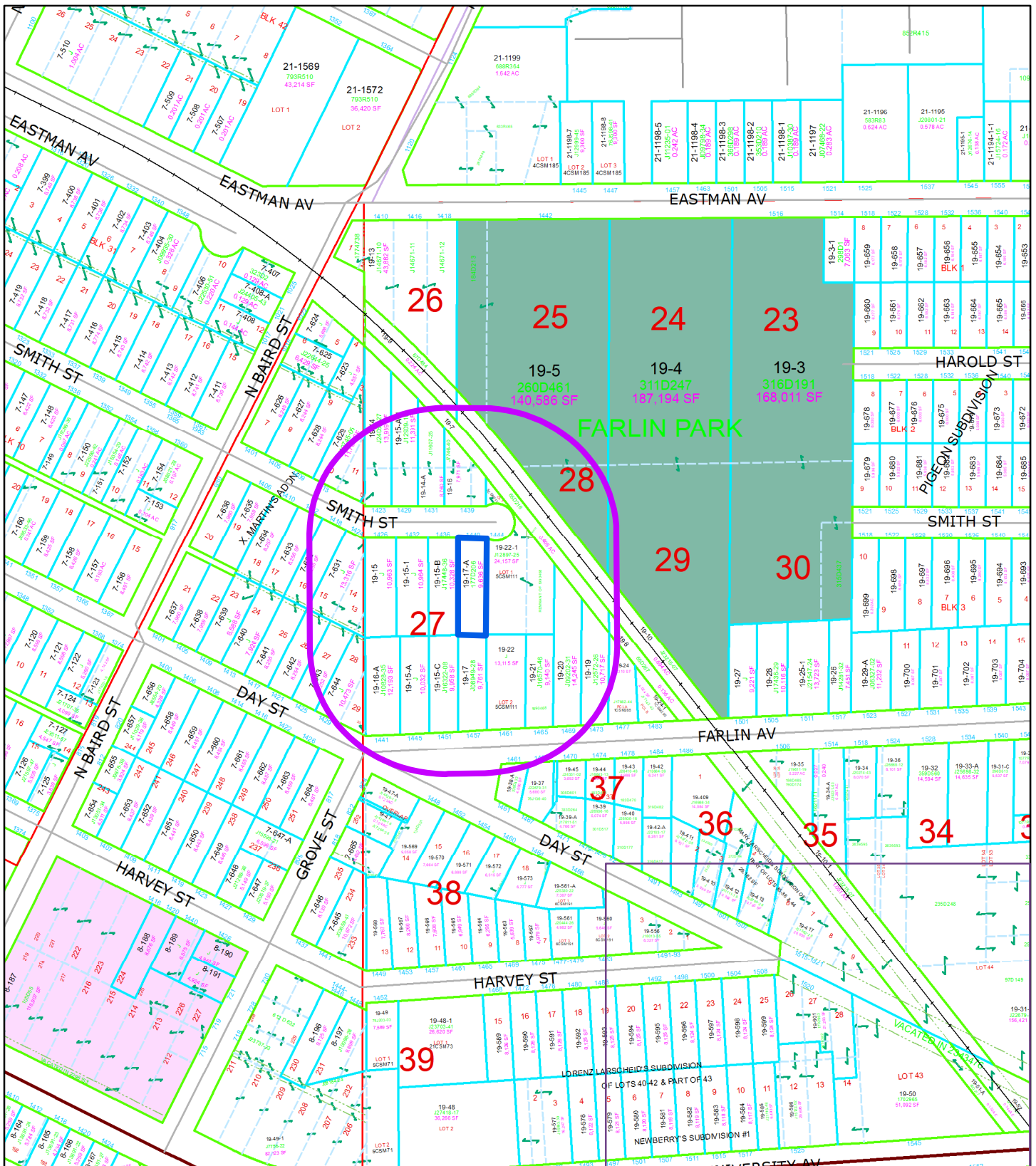
(ZP 21-05) Conditional Use Permit (CUP) 1440 Smith Street

0 70 140 280 Feet

This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. MS

Parcel Number:
19-17-A

 Subject Parcel
 Notification Area
200'



(ZP 21-05) Conditional Use Permit (CUP) 1440 Smith Street

0 70 140 280 Feet

This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. MS

Parcel Number:
19-17-A

- Subject Parcel
- Notification Area
200'

DESCRIPTION OF 1440 SMITH STREET
(TAX PARCEL NUMBER 19-17-A)

The North $\frac{1}{2}$ of the East 53 feet of that part of Lot Twenty-seven (27), lying between the South line of Smith Street and the North line of Farlin Avenue, according to the recorded Plat of Newberry's Addition Subdivision No. 1, in the City of Green Bay, East side of Fox River, Brown County, Wisconsin.





Report to the Green Bay Plan Commission

MEETING DATE

April 20, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # O.3

To table the request to authorize a Conditional Use Permit (CUP) for a drive-through facility at 1979 Main Street for further information related to the impact of the Traffic Impact Analysis (TIA) and consideration is given by the applicant regarding the future zoning and land use(s) of the balance of the property. (Public Hearing held 04/13/21).

BACKGROUND

Primary Address: 1979 Main Street

Aldersperson/District: Ald. Lynn Gerlach / District 3

Reason for Request: To permit a drive-through restaurant.

Surrounding Zoning and Land Uses:

SUBJECT: General Commercial (C1)/Low Density Residential (R1) - Existing restaurant and parking.

NORTH: Low Density Residential (R1) - Single-family homes

SOUTH: General Commercial (C1) - Commercial land uses

EAST: General Commercial (C1) - Commercial land uses

WEST: General Commercial (C1) - Commercial land uses

Comprehensive Plan: The 2022 Smart Growth Plan designates the subject area as Commercial.

Consistency Analysis: While Ch. 66.1001 Wis. Stats. does not specifically require conditional uses to meet the consistency requirement, the proposed conditional use permit is consistent with the comprehensive plan. The proposed use of the subject property is compatible with and is not contradictory to the applicable recommended policy and the future land use map.

Report: The subject property is located along the northeast side of Main Street just west of the intersection of Main Street and East Mason Street. The site has a long history as a restaurant/banquet/supper club use. The parcel contains approximately 45,208 sq. ft. or 1.04 acres and is a flag shaped lot with frontage on Main Street as well as St. Bernard Court.

The parcel has a General Commercial (C1) zoning for a majority of the parcel and a Low Density Residential (R1) portion along St. Bernard Court. There are no immediate plans to adjust the zoning or to redevelop the balance of the property instead, the applicant would like to pursue the Conditional Use Permit (CUP) for the drive-through restaurant. The proposed Popeye's restaurant is similar in design to the existing one constructed along the northeast corner of West Mason Street and Taylor Street constructed last year.

Access would come via an existing drive along Main Street used for the existing restaurant, access is prohibited to St. Bernard Court as the R1 zoning would prevent a commercial driveway. Although not applicable in this case, the proposed site layout does comply with the recently discussed drive-through

ordinance modifications.

The Zoning Ordinance Section 12-205(e), establishes seven standards for the Plan Commission to consider when reviewing a conditional use permit:

- The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.
- The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
- The conditional use, its exterior architectural design, and functional plan of any proposed structure will not be injurious to the use of other property in the immediate vicinity nor substantially diminish or impair property values within the surrounding neighborhood.
- Adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
- Adequate measures have been or will be taken to provide ingress and egress and so designed as to minimize traffic congestion.
- The conditional use shall have adequate parking facilities as specified in subchapter 13-1700.
- The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located and all other applicable city ordinances.

When considering the request in relation to the standards, Planning staff believes there is possible deficiencies with the second (2), fifth (5) and seventh (7) standard:

Standard 2: The proposed development would disturb approximately 38,000 sq. ft. of the 84,506 total lot square footage. The balance of the property is surfaced parking for the current restaurant and is to be left in-place under this current phase of the project. Included within this remnant area of the site is both C1 zoning on the western half of the parcel and an R1 zoning portion fronting St. Bernard Court. Although this phase of the project retains the entire parcel, the result of the proposed development cuts off access from the Main Street frontage and creates a land-locked portion of land that does not have access, except through St. Bernard Court, a residential street. This portion of property could be considered as a transitional area to the adjoining single-family homes by the possible introduction of a medium density residential development.

Standard 5: Planning staff has concerns regarding sufficient traffic circulation on-site. Although the proposal meets the minimum stacking requirements (3 in advance of menu-board & 3 between menu-board and pick-up window), staff feels there is the potential of back-ups or queuing issues as they would impact the Main Street right-of-way. This is a consideration due to the popularity of Popeye's and their historical issues of traffic congestion on the W. Mason Street frontage road.

The City Traffic Engineer has reviewed the project and has stated a Traffic Impact Analysis (TIA) will be required and is working with the applicant on the scope of that analysis. The initial concerns of the Traffic Engineer are as follows:

- The traffic backups including their impact on our streets and the Main-Mason signalized intersection.
- The operations and safety of ingress and egress movements including from and to the two-way left turn lane on Main Street.
- How all driveways, including those on the west side of Main Street, will be affected by the development's traffic demands.
- The implementation of a successful traffic management plan upon opening that is compliant with applicable ordinances and rules of the road.

Standard 7: The proposed building is 2,602 sq. ft. on 1.94 acres or 84,506.40 sq. ft. The Zoning Code requires a minimum 0.1 coverage and the proposed development would have a F.A.R. of 0.03; F.A.R. is the relationship between the gross building square footage and the lot area. The F.A.R. is used to assure that density is met within commercial districts and optimizes land area for tax base.

The proposed CUP does not conflict with the current and future land uses as reflected in the City's Comprehensive Plan. Staff feels the proposed CUP for a drive-through may be considered appropriate within the Main Street commercial corridor. However, there are unanswered questions regarding the traffic impact and the remnant portion of commercially/residentially zoned property adjoining the northern property line and along St. Bernard Court. Further review of these issues should be considered prior to a recommendation regarding this request.

Ald. Lynn Gerlach and adjacent property owners have been notified of the request. As of the drafting of this report, staff has received no objections or calls regarding this request.

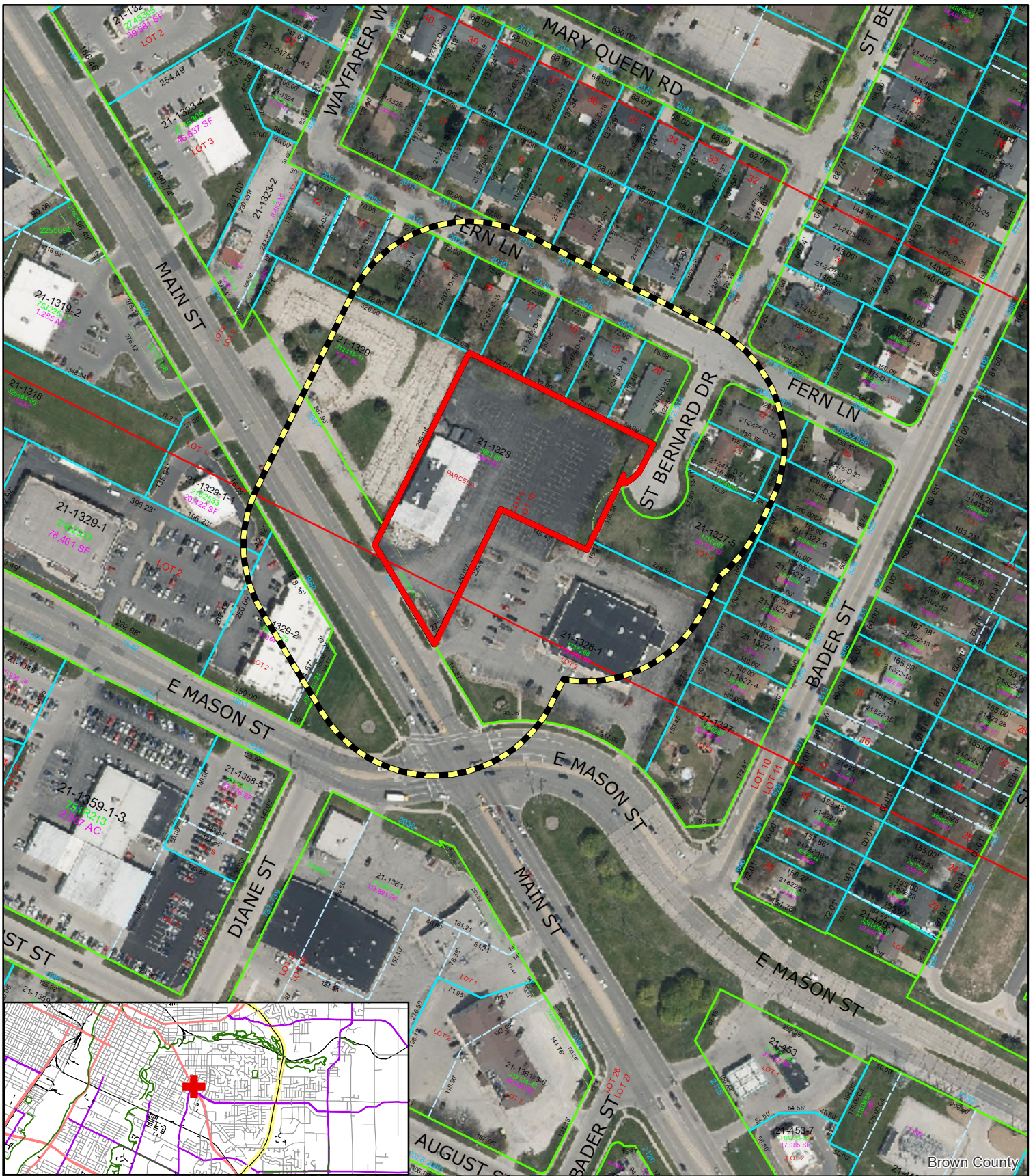
RECOMMENDATION

The request is tabled for further information related to the impact of the Traffic Impact Analysis (TIA) and consideration is given by the applicant regarding the future zoning and land use(s) of the balance of the property.

FISCAL IMPACT

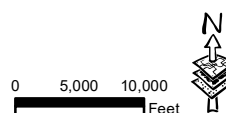
ATTACHMENTS

1. ZP 21-07 Prop Letter
2. RE_ 1979 Main Street Redevelopment-Traffic Inquiry
3. Site Plan_Bldg Elevations
4. RE_ Popeye's 1979 Main St - Green Bay



Zoning Petition (ZP 21-07)
Proposed Conditional Use Permit (CUP)
1979 Main Street

- Subject Area
- 200' Property Owner Notice



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.
 Map prepared by PN

From: [Dave Hansen](#)
To: "Matt Mrochinski"; bsmith@smitcoinc.com
Cc: [Paul Neumeyer](#); [Jason Dave](#); [Ryan Wilgreen](#); [Tom Schermerhorn](#); [James Burkhardt](#)
Subject: RE: 1979 Main Street Redevelopment-Traffic Inquiry
Date: Tuesday, March 23, 2021 3:57:33 PM
Attachments: [image001.png](#)

Matt and Brian,

I'm going to merge two conversations into one. What I stated earlier still holds regarding a traffic study. The study scope would be consistent with the WisDOT TIA process. First, a qualified traffic engineer is proposed by your team and confirmed by DPW. Then the consultant prepares a scoping document outlining their proposed traffic study objectives. The City then reviews and comments on that scoping document.

Once we agree on the scope, then the consultant completes the study which then the conclusions and recommendations are addressed by the appropriate parties. I have found that agreeing on a scope early on saves everyone a lot of time and money in the long run.

My initial concerns at minimum regarding the proposed development are:

1. The traffic backups including their impact on our streets and the Main-Mason signalized intersection,
2. The operations and safety of ingress and egress movements including from and to the two-way left turn lane on Main St,
3. How all driveways including those on the west side of Main St will be affected by the development's traffic demands, and
4. The implementation of a successful traffic management plan upon opening that is compliant with applicable ordinances and rules of the road.

Having a successful traffic impact study in hand can only result in a win-win situation since the city and developer both want safety and efficiency for all road users all while creating a pleasurable experience for their customers that results in a successful business staying in our community for years to come. Not addressing these items can only result in poor performance in one or more of these categories which can lead to undesirable conditions plus the potential of these businesses not surviving the test of time.

I look forward to working with everyone.

David J.A. Hansen, P.E., PTOE

City Traffic Engineer, City of Green Bay | Public Works | Traffic Division | Engineering

(920) 448-3098 | (920) 660-6315

<http://greenbaywi.gov/708/Traffic-Division/> | <https://www.facebook.com/GBDPW>

100 N Jefferson St, Room 300, Green Bay, WI 54301-5026

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From: Matt Mrochinski [mailto:matt.m@ExcelEngineer.com]

Sent: Monday, March 22, 2021 7:35 AM

To: Dave Hansen
Cc: Paul Neumeyer; Jason Daye; Ryan Wilgreen; Tom Schermerhorn; James Burkhardt
Subject: RE: 1979 Main Street Redevelopment-Traffic Inquiry

Good Moring Dave,

I am respectfully following up on the email inquiry below. Please advise on the following:

1. I am aware that Brian Smith, the Popeyes franchisee reached out to you via email last week regarding the proposed redevelopment and the traffic study requirement. Did you have the opportunity to get back to Brian? If so, is a traffic study still required?
2. If a traffic study is still required, please provide study parameters as requested below so we can move forward and advise our client accordingly.

Thank you in advance....we look forward to your reply.

Matt Mrochinski

Project Coordinator

920.322.1593 [direct](#)

From: Matt Mrochinski

Sent: Monday, March 15, 2021 4:49 PM

To: Dave Hansen <Dave.Hansen@greenbaywi.gov>

Cc: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>; Jason Daye <jason.d@ExcelEngineer.com>; Ryan Wilgreen <ryan.w@ExcelEngineer.com>; Tom Schermerhorn <tom.s@ExcelEngineer.com>; James Burkhardt <james.b@ExcelEngineer.com>

Subject: RE: 1979 Main Street Redevelopment-Traffic Inquiry

Importance: High

Dave,

I'd like to talk to you at your earliest opportunity tomorrow to discuss study parameters. Do you just want the Popeyes' driveway studied, the intersection of Main Street and East Mason Street, both, or other...

Please advise.

Matt Mrochinski

Project Coordinator

920.322.1593 [direct](#)

From: Dave Hansen <Dave.Hansen@greenbaywi.gov>

Sent: Monday, March 15, 2021 2:02 PM

To: Matt Mrochinski <matt.m@ExcelEngineer.com>

Cc: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>; Jason Daye <jason.d@ExcelEngineer.com>; Ryan Wilgreen <ryan.w@ExcelEngineer.com>; Tom Schermerhorn <tom.s@ExcelEngineer.com>; James Burkhardt <james.b@ExcelEngineer.com>
Subject: RE: 1979 Main Street Redevelopment-Traffic Inquiry

{EXTERNAL EMAIL}

Matt,

Thanks for the information on the proposed development. Based on the high traffic volumes and spillback onto our local system at the Mason-Taylor store location plus given the proximity of the new store relative to one of the busiest signalized intersections within our city, we'd like a traffic impact study (TIA) with a store opening mitigation plan submitted to our department for our review. A TIA scoping document needs to be submitted prior to starting the study so that both parties are on the same page and to minimize any work done on your end. A qualified traffic engineering consultant is required to conduct the study. Please submit resumes and experience in order for us to make a determination on whether the consultant is qualified.

Regards,

David J.A. Hansen, P.E., PTOE
City Traffic Engineer

City of Green Bay | Public Works
Traffic Division | Engineering
100 N Jefferson St, Room 300
Green Bay, WI 54301-5026

g: 920.448.3100
d: 920.448.3098
m: 920.660.6315
f: 920.448.3102
e: dave.hansen@greenbaywi.gov
w: <http://greenbaywi.gov/708/Traffic-Division/>
s: <https://www.facebook.com/GBDPW/>

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From: Matt Mrochinski [<mailto:matt.m@ExcelEngineer.com>]
Sent: Friday, March 12, 2021 11:01 AM
To: Dave Hansen
Cc: Paul Neumeyer; Jason Daye; Ryan Wilgreen; Tom Schermerhorn; James Burkhardt
Subject: RE: 1979 Main Street Redevelopment-Traffic Inquiry

Good Morning Dave,

Respectful of your schedule and workload, I am following up on the email inquiry below. Please review and provide initial/preliminary comments at your earliest opportunity.

Thank you.

Matt Mrochinski
Project Coordinator

920.322.1593 direct

From: Matt Mrochinski

Sent: Tuesday, March 9, 2021 9:53 AM

To: daveha@greenbaywi.gov

Cc: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>; Matt Mrochinski (<matt.m@ExcelEngineer.com>) <matt.m@ExcelEngineer.com>; Jason Daye <jason.d@ExcelEngineer.com>; Ryan Wilgreen <ryan.w@ExcelEngineer.com>; Tom Schermerhorn <tom.s@ExcelEngineer.com>; James Burkhardt <james.b@ExcelEngineer.com>

Subject: 1979 Main Street Redevelopment-Traffic Inquiry

Good Morning Dave,

Excel is providing architectural and engineering services to SmitCo for redevelopment of the property noted in the subject line of this email. The redevelopment will include rezoning a portion of the property, a land division via CSM, demolition of the existing building and construction of a quick-serve restaurant with drive-through on one of the resulting parcels. Our client does not have immediate plans for the remaining parcel that would be created; I do not know what, if any uses they have in mind or if they would develop it themselves or market it for development. I have corresponded with Paul Neumeyer regarding zoning matters and he thought it best that I reach out to you regarding traffic concerns. For your review and comment I am providing a conceptual site plan (note this is conceptual only and revisions are anticipated).

Please review and reply at your earliest opportunity so we can advise our client accordingly.

Thanks in advance...

Matt Mrochinski

Project Coordinator



Excel Engineering
100 Camelot Drive
Fond du Lac, WI 54935
920.322.1593 direct
www.excelengineer.com

PROPOSED POPEYES FOR: SMITCO EATERIES, INC.

GREEN BAY, WISCONSIN

LEGEND

	PROPOSED SPOT ELEVATIONS (FLOW LINE OF CURB UNLESS OTHERWISE SPECIFIED)		EXISTING CONIFEROUS TREE
	EXISTING GRADE SPOT ELEVATIONS		EXISTING SHRUB
	PROPOSED SPOT ELEVATIONS (REFERENCE R-WALL DETAIL) BG-FINISHED SURFACE GRADE AT BACK OF WALL FG-FINISHED SURFACE GRADE AT FRONT OF WALL		EXISTING STUMP
			SOIL BORING
	PROPOSED SPOT ELEVATIONS (TOP OF CURB, BOTTOM OF CURB)		EXISTING WELL
	PROPOSED SPOT ELEVATIONS (TOP OF WALK, BOTTOM OF WALK)		PROPOSED WELL
	EXISTING WATER VALVE IN BOX		EXISTING LIGHT POLE
	PROPOSED WATER VALVE IN BOX		EXISTING SIGN
	EXISTING WATER VALVE IN MANHOLE		CENTER LINE
	EXISTING WATER SERVICE VALVE		EXISTING HANDICAP PARKING STALL
	EXISTING TELEPHONE MANHOLE		PROPOSED HANDICAP PARKING STALL
	EXISTING STORM CATCH BASIN		EXISTING GAS VALVE
	PROPOSED STORM CATCH BASIN - ST CB		EXISTING WOODED AREA
	PROPOSED STORM FIELD INLET - ST FI		EXISTING HEDGE
	EXISTING SQUARE CATCH BASIN		EXISTING CHAINLINK FENCE
	EXISTING STORM CURB INLET		EXISTING WOOD FENCE
	PROPOSED STORM CURB INLET - ST CI		EXISTING BARBED WIRE FENCE
	EXISTING UTILITY POLE		PROPOSED PROPERTY LINE
	EXISTING UTILITY POLE WITH GUY WIRE		EXISTING GUARD RAIL
	EXISTING STREET LIGHT		EXISTING STORM SEWER AND MANHOLE
	EXISTING TELEPHONE PEDESTAL		PROPOSED STORM SEWER AND MANHOLE - ST MH
	EXISTING ELECTRIC PEDESTAL		EXISTING SANITARY SEWER AND MANHOLE
	EXISTING ELECTRIC BOX		PROPOSED SANITARY SEWER AND MANHOLE - SAN MH
	EXISTING CABLE TV PEDESTAL		EXISTING WATER LINE AND HYDRANT
	PROPOSED DRAINAGE FLOW		PROPOSED WATER LINE AND HYDRANT
	1-1/4" REBAR SET WEIGHING 4.30 LB/FT.		EXISTING OVERHEAD UTILITY LINE
	3/4" REBAR SET WEIGHING 1.50 LB/FT.		EXISTING UNDERGROUND FIBER OPTIC LINE
	1-1/4" REBAR FOUND		EXISTING UNDERGROUND ELECTRIC CABLE
	3/4" REBAR FOUND		EXISTING UNDERGROUND TELEPHONE CABLE
	2" IRON PIPE FOUND		EXISTING UNDERGROUND GAS LINE
	1" IRON PIPE FOUND		PROPOSED CURB AND GUTTER
	SECTION CORNER		EXISTING CURB AND GUTTER
	PROPOSED APRON END SECTION		GRADING/SEEDING LIMITS
	EXISTING MARSH AREA		RIGHT-OF-WAY LINE
	EXISTING DECIDUOUS TREE WITH TRUNK DIAMETER		INTERIOR PROPERTY LINE
	EROSION MATTING		RAILROAD TRACKS
	PROPOSED INLET PROTECTION		EXISTING GROUND CONTOUR
			PROPOSED GROUND CONTOUR

CIVIL SHEET INDEX

SHEET	SHEET TITLE
C0.1	CIVIL COVER AND SPECIFICATION SHEET
C1.0	EXISTING SITE AND DEMOLITION PLAN
C1.1	SITE PLAN
C1.2	GRADING AND EROSION CONTROL PLAN
C1.3	UTILITY PLAN
C1.4	LANDSCAPE AND RESTORATION PLAN
C2.0	DETAILS
C2.1	DETAILS
C2.2	DETAILS
C2.3	DETAILS
C2.4	DETAILS
C2.5	DETAILS
LDE-1	SITE LIGHTING PLAN & PHOTOMETRIC DRAWING (BY OTHERS)

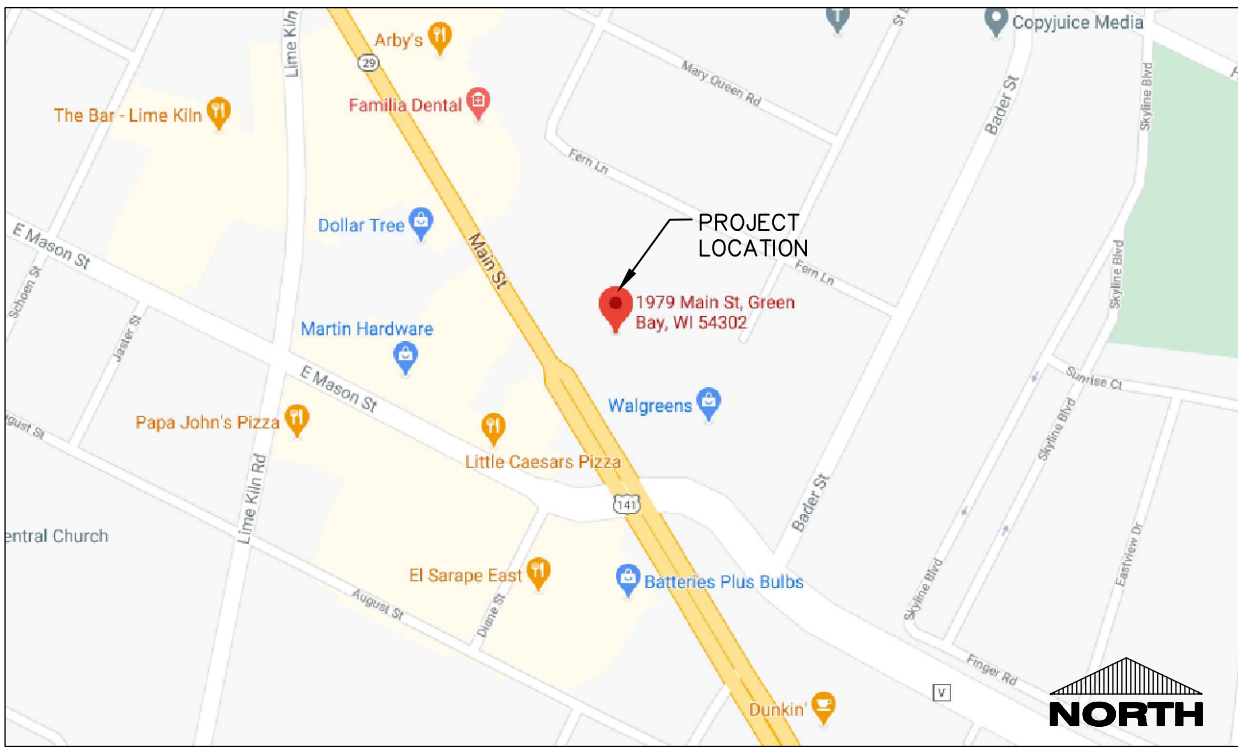


TO OBTAIN LOCATION OF PARTICIPANTS' UNDERGROUND FACILITIES BEFORE YOU DIG IN WISCONSIN

CALL DIGGERS HOTLINE
1-800-242-8511

TOLL FREE
TELEFAX (414) 259-0947
TDD (FOR THE HEARING IMPAIRED) 1-800 542-2289

WISCONSIN STATUTE 182.0175 (1974)
REQUIRES MINIMUM OF 3 WORK DAYS
NOTICE BEFORE YOU EXCAVATE



PROJECT LOCATION MAP

DIVISION 31 EARTH WORK

31 10 00 SITE CLEARING (DEMOLITION)

- CONTRACTOR SHALL CALL DIGGER'S HOT LINE AND CONDUCT A PRIVATE UTILITY LOCATE AS REQUIRED TO ENSURE THAT ALL UTILITIES HAVE BEEN LOCATED BEFORE STARTING SITE DEMOLITION. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.
- DEMOLITION PLAN IS AN OVERVIEW OF DEMOLITION TO TAKE PLACE ON SITE. CONTRACTOR TO FIELD VERIFY EXISTING SITE CONDITIONS PRIOR TO BIDDING. CONTRACTOR SHALL REMOVE, REPLACE, OR DEMOLISH ALL ITEMS AS NEEDED DURING CONSTRUCTION.
- CONTRACTOR TO PROTECT EXISTING IMPROVEMENTS THAT ARE SCHEDULED TO REMAIN. ANY DAMAGE TO EXISTING FACILITIES SHALL BE REPLACED AT CONTRACTORS EXPENSE.
- ALL CONCRETE NOTED TO BE REMOVED SHALL BE REMOVED TO THE NEAREST CONTROL JOINT.

31 20 00 EARTH MOVING

- CONTRACTOR SHALL CALL DIGGER'S HOT LINE AND CONDUCT A PRIVATE UTILITY LOCATE AS REQUIRED TO ENSURE THAT ALL UTILITIES HAVE BEEN LOCATED BEFORE STARTING EXCAVATION. DESIGN ENGINEER SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN PLAN AND FIELD CONDITIONS PRIOR TO CONSTRUCTION.
- PROVIDE ALL LABOR, MATERIALS AND EQUIPMENT FOR ALL EXCAVATION, GRADING, FILL AND BACKFILL WORK AS REQUIRED TO COMPLETE THE GENERAL CONSTRUCTION WORK. ALL EXCAVATION AND BACKFILL FOR STRUCTURES AND MECHANICALS ARE THE RESPONSIBILITY OF THE RESPECTIVE CONTRACTOR UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS.
- ALL ORGANIC TOPSOIL INSIDE THE BUILDING AREA UNDER PAVED AREAS, AND AT SITE FILL AREAS SHALL BE REMOVED. PROOF ROLL SUBGRADES BEFORE PLACING FILL WITH HEAVY PNEUMATIC-TIRED EQUIPMENT, SUCH AS A FULLY-LOADED TANDEM AXLE DUMP TRUCK, TO IDENTIFY SOFT ROCKETS AND AREAS OF EXCESS RELONG. CONTRACTOR SHALL VERIFY TOPSOIL DEPTHS PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL REVIEW AND FOLLOW THE RECOMMENDATIONS OF THE GEOTECHNICAL REPORT AND ACCOUNT FOR EXISTING CONDITIONS PRIOR TO SUBMITTING BID FOR THE PROJECT. EXCESS MATERIALS SHALL BE REMOVED FROM THE SITE UNLESS OTHERWISE DIRECTED IN THE PLANS OR BY LOCAL ZONING REQUIREMENTS.
- PLACE AND COMPACT FILL MATERIAL IN LAYERS TO REQUIRED ELEVATIONS, UNIFORMLY MOISTEN OR AERATE SUBGRADE AND EACH SUBSEQUENT FILL OR BACKFILL LAYER BEFORE COMPACTION AS RECOMMENDED TO ACHIEVE SPECIFIED DRY DENSITY. REMOVE AND REPLACE OR SHARPLY AIR DRY, OTHERWISE SATISFACTORY SOIL MATERIAL THAT IS TOO WET TO COMPACT TO SPECIFIED DRY DENSITY.
- PLACE BACKFILL AND FILL MATERIAL IN LAYERS NOT MORE THAN 8" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HEAVY COMPACTION EQUIPMENT, AND NOT MORE THAN 4" IN LOOSE DEPTH FOR MATERIAL COMPACTED BY HAND-OPERATED TAMPERS.
- COMPACT THE SOIL TO NOT LESS THAN THE FOLLOWING PERCENTAGES OF MAXIMUM DRY DENSITY ACCORDING TO ASTM D 698. STANDARD PROCTOR TEST. FILL MAY NOT BE PLACED ON FROZEN GROUND AND NO FROZEN MATERIALS MAY BE USED FOR BACK FILL. APPLY THE MORE STRINGENT REQUIREMENTS WHEN COMPARING BETWEEN THE FOLLOWING AND THE GEOTECHNICAL REPORT.
 - UNDER FOUNDATIONS - SUBGRADE, AND EACH LAYER OF BACKFILL OR FILL MATERIAL, TO NOT LESS THAN 98 PERCENT.
 - UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS MORE THAN 3 FEET BELOW THE SLAB - PLACE A DRAINAGE COURSE LAYER OF 3/4" CRUSHED STONE, WITH 5% TO 12% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
 - UNDER INTERIOR SLAB-ON-GRADE WHERE GROUNDWATER IS WITHIN 3 FEET OF THE SLAB SURFACE - PLACE A DRAINAGE COURSE LAYER OF CLEAN 3/4" CRUSHED STONE, WITH NO MORE THAN 10% FINES, PER THICKNESS INDICATED ON FOUNDATION PLANS ON PREPARED SUBGRADE. COMPACT THE SUBGRADE AND DRAINAGE COURSE TO NOT LESS THAN 95 PERCENT.
 - UNDER EXTERIOR CONCRETE AND ASPHALT PAVEMENTS - COMPACT THE SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
 - UNDER WALKWAYS - COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 95 PERCENT.
 - UNDER LAWN OR UNPAVED AREAS - COMPACT SUBGRADE AND EACH LAYER OF BACKFILL OR FILL MATERIAL TO NOT LESS THAN 85 PERCENT.
- CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO PERFORM FIELD TESTS AND INSPECTIONS. IT IS SUGGESTED THAT THE GEOTECHNICAL FIRM USED TO PERFORM THE SUBSURFACE SOIL INVESTIGATION BE ENGAGED FOR THE FIELD QUALITY CONTROL TESTS.
- ALLOW THE TESTING AGENCY TO TEST AND INSPECT SUBGRADES AND EACH FILL OR BACKFILL LAYER. PROCEED WITH SUBSEQUENT EARTHWORK ONLY AFTER TEST RESULTS FOR PREVIOUSLY COMPLETED WORK COMPLY WITH REQUIREMENTS. PROVIDE ONE TEST FOR EVERY 2000 SQUARE FEET OF PAVED AREA OR BUILDING SLAB, ONE TEST FOR EACH SPREAD FOOTING, AND ONE TEST FOR EVERY 50 LINEAR FEET OF WALL STRIP FOOTING.
- WHEN THE TESTING AGENCY REPORTS THAT SUBGRADES, FILLS, OR BACKFILLS HAVE NOT ACHIEVED DEGREE OF COMPACTION SPECIFIED, REPAIR AND MOISTEN OR AERATE, OR REMOVE AND REPLACE SOIL TO DEPTH REQUIRED, RECOMPACT AND RETEST UNTIL SPECIFIED COMPACTION IS OBTAINED.
- THE BUILDING SITE SHALL BE GRADED TO PROVIDE DRAINAGE AWAY FROM THE BUILDING AS INDICATED ON THE PLANS. SITE EARTHWORK SHALL BE GRADED TO WITHIN 0.10' OF REQUIRED EARTHWORK ELEVATIONS ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE GRADING PLAN.

31 30 00 EROSION CONTROL

- THE GRADING PLAN REFLECTS LESS THAN 1 ACRE OF DISTURBED AREA. THE SITE IS THEREFORE EXEMPT FROM WISCONSIN DEPARTMENT OF NATURAL RESOURCES NR 216 NOTICE OF INTENT REQUIREMENTS. THE DESIGN ENGINEER SHALL PREPARE AN EROSION CONTROL PLAN TO MEET NR 115.105 CONSTRUCTION SITE PERFORMANCE STANDARDS FOR NON-PERMITTED SITES.
- EROSION AND SEDIMENT CONTROL IMPLEMENTED DURING CONSTRUCTION SHALL STRICTLY COMPLY WITH THE GUIDELINES AND REQUIREMENTS SET FORTH IN WISCONSIN ADMINISTRATIVE CODE (WA.C.) NR 151. THE STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES RUNOFF MANAGEMENT PERFORMANCE STANDARDS. TECHNICAL STANDARDS PUBLISHED BY THE WISCONSIN DNR SHALL ALSO BE UTILIZED TO IMPLEMENT THE REQUIRED PERFORMANCE STANDARDS. THE METHODS AND TYPES OF EROSION CONTROL WILL BE DEPENDENT ON THE LOCATION AND TYPE OF WORK INVOLVED. ALL SEDIMENT CONTROL MEASURES SHALL BE ADJUSTED TO MEET FIELD CONDITIONS AT THE TIME OF CONSTRUCTION, AND INSTALLED PRIOR TO ANY GRADING OR DISTURBANCE OF EXISTING SURFACE MATERIAL. BELOW IS A LIST OF EROSION AND SEDIMENT CONTROL BEST MANAGEMENT PRACTICES TO ACHIEVE THE PERFORMANCE STANDARDS REQUIRED.
- SILT FENCE SHALL BE PLACED ON SITE AT LOCATIONS SHOWN ON THE EROSION CONTROL PLAN. SILT FENCE SHALL ALSO BE PROVIDED AROUND THE PERIMETER OF ALL SOIL STOCKPILES THAT WILL EXIST FOR MORE THAN 7 DAYS. FOLLOW PROCEDURES FOUND IN WISCONSIN DNR TECHNICAL STANDARD 1058 (CURRENT EDITION).
- DITCH CHECKS SHALL BE PROVIDED TO REDUCE THE VELOCITY OF WATER FLOWING IN DITCH BOTTOMS. PLACE AT LOCATIONS SHOWN ON THE EROSION CONTROL PLAN. FOLLOW PROCEDURES FOUND IN WISCONSIN DNR TECHNICAL STANDARD 1062 (CURRENT EDITION).
- STONE TRACKING PADS AND TRACKOUT CONTROL PRACTICES SHALL BE PLACED AT ALL CONSTRUCTION SITE ENTRANCES AND SHALL BE INSTALLED PRIOR TO ANY TRAFFIC LEAVING THE CONSTRUCTION SITE. SEE THE EROSION CONTROL PLAN FOR LOCATIONS. THE AGGREGATE USED FOR THE STONE TRACKING PAD SHALL BE 3/8" TO 1/3" INCH CLEAR OR WASHED STONE AND SHALL BE PLACED IN A LAYER AT LEAST 12 INCHES THICK. THE STONE SHALL BE UNDERLAIN WITH A WISDOT TYPE R GEOTEXTILE FABRIC AS NEEDED. THE TRACKING PAD SHALL BE THE FULL WIDTH OF THE EGRESS POINT (12" MIN WIDTH) AND SHALL BE A MINIMUM OF 50 FEET LONG. SURFACE WATER MUST BE PREVENTED FROM PASSING THROUGH THE TRACKING PAD. OTHER TRACKOUT CONTROL PRACTICES INCLUDING STABILIZED WORK SURFACES, MANUFACTURED TRACKOUT CONTROL DEVICES, THE WASHING, AND STREET PAVEMENT CLEANING SHALL BE IMPLEMENTED AS NECESSARY TO MITIGATE THE TRACKOUT OF SEDIMENT OFFSITE. FOLLOW PROCEDURES FOUND IN WISCONSIN DNR TECHNICAL STANDARD 1067 (CURRENT EDITION).
- STORM DRAIN INLET PROTECTION SHALL BE PROVIDED FOR ALL NEW AND DOWNSTREAM STORM CATCH BASINS AND CURB INLETS. TYPE B OR C PROTECTION SHOULD BE PROVIDED AND SHALL BE IN CONFORMANCE WITH WISCONSIN DNR TECHNICAL STANDARD 1060 (CURRENT EDITION).
- DUST CONTROL MEASURES SHALL BE PROVIDED TO REDUCE OR PREVENT THE SURFACE AND AIR TRANSPORT OF DUST DURING CONSTRUCTION. CONTROL MEASURES INCLUDE APPLYING MULCH AND ESTABLISHING VEGETATION, WATER SPRAYING, SURFACE ROUGHENING, APPLYING POLYMERS, SPRAY ON TRACKERS, CHLOREDS, AND BARRIERS. SOME SITES MAY REQUIRE AN APPROACH THAT UTILIZES A COMBINATION OF MEASURES FOR DUST CONTROL. FOLLOW PROCEDURES FOUND IN WISCONSIN DNR TECHNICAL STANDARD 1068 (CURRENT EDITION).
- THE USE, STORAGE, AND DISPOSAL OF CHEMICALS, CEMENT, AND OTHER COMPOUNDS AND MATERIALS USED ON SITE SHALL BE MANAGED DURING THE CONSTRUCTION PERIOD TO PREVENT THEIR TRANSPORT BY RUNOFF INTO WATERS OF THE STATE.
- CONTRACTOR SHALL PROVIDE AN OPEN AGGREGATE CONCRETE TRUCK WASHOUT AREA ON SITE. CONTRACTOR TO ENSURE THAT CONCRETE WASHOUT SHALL BE CONTAINED TO THIS DESIGNATED AREA AND NOT BE ALLOWED TO RUN INTO STORM INLETS OR INTO THE OVERLAND STORMWATER DRAINAGE SYSTEM. WASHOUT AREA SHALL BE REMOVED UPON COMPLETION OF CONSTRUCTION.
- TEMPORARY SITE RESTORATION SHALL TAKE PLACE IN DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE OR ON WHICH LAND DISTURBING ACTIVITIES WILL NOT BE PERFORMED FOR A PERIOD GREATER THAN 30 DAYS AND REQUIRES VEGETATIVE COVER FOR LESS THAN ONE YEAR. THIS TEMPORARY SITE RESTORATION REQUIREMENT ALSO APPLIES TO SOIL STOCKPILES THAT EXIST FOR MORE THAN 7 DAYS. PERMANENT RESTORATION APPLIES TO AREAS WHERE PERENNIAL VEGETATIVE COVER IS NEEDED TO PERMANENTLY STABILIZE AREAS OF EXPOSED SOIL. PERMANENT STABILIZATION SHALL OCCUR WITHIN 3 WORKING DAYS OF FINAL GRADING. TOPSOIL, SEED, AND MULCH SHALL BE IN GENERAL CONFORMANCE WITH TECHNICAL STANDARDS 1058 AND 1059 AND SHALL MEET THE SPECIFICATIONS FOUND IN THE LANDSCAPING AND SITE STABILIZATION SECTION OF THIS CONSTRUCTION SECTION. ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR FINAL STABILIZATION MUST BE REPAIRED AND THE STABILIZATION WORK REDONE.

PLAN SPECIFICATIONS (BASED ON CSI FORMAT)

- IF SITE Dewatering IS REQUIRED FOR PROPOSED CONSTRUCTION ACTIVITIES, ALL SEDIMENT LADEN WATER GENERATED DURING THE Dewatering PROCESS SHALL BE TREATED TO REMOVE SEDIMENT PRIOR TO DISCHARGING OFF-SITE OR TO WATERS OF THE STATE. FOLLOW ALL PROCEDURES FOUND IN TECHNICAL STANDARD 1061.
- ALL OFF-SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION WORK OR A STORM EVENT SHALL BE CLEANED UP BY THE END OF EACH WORKING DAY. DUST CONTROL REQUIREMENTS SHALL BE FOLLOWED PER WISCONSIN TECHNICAL STANDARD 1068 (CURRENT EDITION). FLUSHING SHALL NOT BE ALLOWED.
- ALL EROSION CONTROL DEVICES SHALL AT A MINIMUM BE INSPECTED WEEKLY AND WITHIN 24 HOURS AFTER EVERY PRECIPITATION EVENT THAT PRODUCES 0.5 INCHES OF RAIN OR MORE DURING A 24 HOUR PERIOD. MAINTENANCE SHALL BE PERFORMED PER WISCONSIN ADMINISTRATIVE CODE (WA.C.) NR 151 STORMWATER MANAGEMENT TECHNICAL STANDARD REQUIREMENTS.
- EROSION CONTROL MEASURES SHALL NOT BE REMOVED UNTIL THE AREAS SERVED HAVE ESTABLISHED VEGETATIVE COVER. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL LOCAL EROSION CONTROL PERMITS.

DIVISION 32 EXTERIOR IMPROVEMENTS

32 10 00 AGGREGATE BASE & ASPHALT PAVEMENT

- CONTRACTOR TO PROVIDE COMPACTED AGGREGATE BASE AND HOT MIX ASPHALT PAVEMENT WHERE INDICATED ON THE PLANS. ALL AGGREGATE PROVIDED MUST COMPLY WITH SECTION 305 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. PROVIDE HOT MIX ASPHALT MIXTURE TYPES PER SECTION 460 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. CONTRACTOR SHALL OBTAIN AND REVIEW SOILS REPORT FOR RECOMMENDATIONS FOR GEO-GRID/ GEOTEXTILE BELOW CRUSHED AGGREGATE (IF APPLICABLE). CONTRACTOR TO PROVIDE AGGREGATE BASE AND HOT MIX ASPHALT PAVEMENT TYPES AND DEPTHS AS INDICATED BELOW.
 - STANDARD ASPHALT PAVING SECTION
 - 1-1/2" SURFACE COURSE (S 17 58-285)
 - WISDOT 455.25 TACK COAT (STAGED PAVING)
 - 2-1/2" BINDER COURSE (S 17 58-285)
 - 12" OF 1-1/4" CRUSHED AGGREGATE
- CONTRACTOR TO COMPACT THE AGGREGATE BASE, ASPHALT BINDER COURSE, AND ASPHALT SURFACE COURSE TO AN AVERAGE DENSITY PER WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. ALL ASPHALT PAVEMENT AREAS SHALL BE PAVED TO WITHIN 0.10' OF DESIGN SURFACE GRADES WITH POSITIVE DRAINAGE BEING MAINTAINED IN ACCORDANCE WITH DESIGN PLANS. A MINIMUM OF 1% SLOPE SHALL BE MAINTAINED IN ALL ASPHALT PAVEMENT AREAS.
 - HOT MIX ASPHALT CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF GEOTECHNICAL REPORT OR CONSTRUCTION DOCUMENTS.
- CONTRACTOR TO PROVIDE 4" YELLOW PAINTED STRIPING FOR PARKING STALLS, TRAFFIC LANES, AND NO PARKING AREAS. YELLOW PAINT MARKINGS SHALL ALSO BE PROVIDED FOR A C ACCESSIBLE SYMBOLS, TRAFFIC ARROWS, AND TRAFFIC MESSAGES.

32 20 00 CONCRETE AND AGGREGATE BASE

- CONTRACTOR TO PROVIDE CRUSHED AGGREGATE BASE AND CONCRETE WHERE INDICATED ON THE PLANS.
- ALL AGGREGATE PROVIDED MUST COMPLY WITH SECTION 305 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION. ALL AGGREGATE PLACED MUST BE COMPACTED TO AN AVERAGE DENSITY PER WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURE CONSTRUCTION.
- DESIGN AND CONSTRUCTION OF ALL CAST-IN-PLACE EXTERIOR CONCRETE FLAT WORK SHALL CONFORM TO ACI 308R-08 & ACI 318-08.
- EXTERIOR CONCRETE FLAT WORK CONSTRUCTION TO BE PROVIDED PER MORE STRINGENT REQUIREMENTS OF THE GEOTECHNICAL REPORT OR CONSTRUCTION DOCUMENTS.
- SEPARATE CONCRETE FLAT WORK CONSTRUCTION IS AS FOLLOWS:
 - CONCRETE SHALL BE STEEL REINFORCED WITH THE FOLLOWING AND PLACED AT A DEPTH OF 2/3 DOWN FROM THE SURFACE OF THE SLAB.
 - THE BARS AT ALL CONSTRUCTION JOINTS OF THE CONCRETE. THE BARS SHALL BE #4 REBAR 30" LONG PLACED AT 30" O.C.
 - DUMPTER PAD CONCRETE JOINTING SHALL BE AS FOLLOWS:
 - CONCRECTION SAWCUT JOINT - CONTRACTOR SHALL PROVIDE A SAWCUT JOINT AT MAXIMUM SPACING OF 15' ON CENTER. SAWCUT SHALL BE 2" IN DEPTH.
 - TYPICAL POUR CONTROL JOINT - POUR CONTROL JOINT SHALL BE PROVIDED WITH 1-1/4" DUMPTER PAD 20" LONG SMOOTH DOWEL PLACED AT 12" O.C. ONE HALF OF THE DOWEL SHALL BE GRADED. GREENSTEEL 9" SPEED CONCRETE TUBES SHALL BE USED.
 - HEAVY DUTY DRIVE THRU CONCRETE, 6" OF CONCRETE OVER 6" OF 3/4" CRUSHED AGGREGATE. CONCRETE SHALL BE REINFORCED WITH #3 REBARS ON CHAIRS AT 3' O.C. REBAR SHALL BE PLACED AT A DEPTH OF 2/3 DOWN FROM THE TOP OF THE SLAB. CONSTRUCTION JOINTS SHALL BE SAWCUT 1.5' IN DEPTH AND BE SPACED A MAXIMUM OF 15' ON CENTER.
 - DESIGN NOTES SHALL BE IN ACCORDANCE WITH ASTM C94.
- STRENGTH TO BE MINIMUM OF 4,500 PSI AT 28 DAYS FOR EXTERIOR CONCRETE.
 - MAXIMUM WATER/CEMENT RATIO SHALL BE 0.45.
 - SUMP SHALL NOT EXCEED 4" FOR EXTERIOR CONCRETE FLAT WORK.
 - SUMP SHALL BE 2.5' OR LESS FOR SUMP-FORMED CURB AND GUTTER.
 - SUMP SHALL BE BETWEEN 1.5" TO 3" FOR NON-SUMP-FORMED CURB AND GUTTER.
 - ALL EXTERIOR CONCRETE SHALL BE AIR ENTRAINMENT WITH 4% TO 7% AIR CONTENT. NO OTHER ADMIXTURES SHALL BE USED WITHOUT APPROVAL OF EXCEL ENGINEERING, INC. CALCIUM CHLORIDE SHALL NOT BE USED.
 - MAXIMUM AGGREGATE SIZE FOR ALL EXTERIOR CONCRETE SHALL BE 0.75 INCHES.
 - FORMWORK EQUIPMENT CONCRETE PAD SIZES WITH RESPECT TO THE CONTRACTORS. PADS SHALL HAVE FIBERESH 300 FIBERS AT A RATE OF 1.5 LBS/CU YD. OR 6 X 6-WIT 4 X W1-4 WELDED WIRE MESH WITH MINIMUM 1 INCH COVER. EQUIPMENT PADS SHALL BE 33 INCHES THICK WITH 1 INCH CHAMFER UNLESS OTHERWISE OTHERWISE. COORDINATE ADDITIONAL PAD REQUIREMENTS WITH RESPECTIVE CONTRACTOR.
 - ALL CONCRETE FLAT WORK SURFACES AND CONCRETE CURB FINISHES SHALL BE CONSTRUCTED TO WITHIN 0.05' OF DESIGN SURFACE AND FINISHING GRADES ASSUMING POSITIVE DRAINAGE IS MAINTAINED IN ACCORDANCE WITH THE DESIGN PLANS.
 - CONCRETE FLAT WORK SHALL HAVE CONSTRUCTION JOINTS OR SAW CUT JOINTS PLACED AS INDICATED ON THE PLANS OR PER THE SPECIFICATION. SAWCUTS SHALL BE DONE AS SOON AS POSSIBLE. IF CONCRETE PAVEMENT IS ADJACENT TO CONCRETE CURB, JOINTING IN THE PAVEMENT AND CURB SHALL ALIGN. ALL EXTERIOR CONCRETE SHALL HAVE A LIGHT BROOM FINISH UNLESS NOTED OTHERWISE. A UNIFORM COAT OF A HIGH SOLIDS CURING COMPOUND MEETING ALL APPLICABLE REQUIREMENTS SHALL BE APPLIED TO ALL EXPOSED CONCRETE SURFACES. ALL CONCRETE IS TO BE CURED FOR 7 DAYS. EXTERIOR CONCRETE SHALL BE SEPARATED FROM BUILDINGS WITH CONTINUOUS 0.5 INCH FIBER EXPANSION JOINT AND/OR 0.25 INCH FIBER EXPANSION JOINT AT DECORATIVE MASONRY UNITS.
 - ALL REINFORCING BARS SHALL BE ASTM A615 #3 GRADE 60. THE THICKNESS OF CONCRETE COVER OVER REINFORCEMENT SHALL BE NOT LESS THAN 3" WHERE CONCRETE IS DEPOSITED AGAINST THE GROUND WITHOUT THE USE OF FORMS AND NOT LESS THAN 1.5" IN ALL OTHER LOCATIONS. ALL REINFORCING SHALL BE LAPPED 36 DIAMETERS FOR UP TO #6 BARS, 60 DIAMETERS FOR #7 TO #10 BARS OR AS NOTED ON THE DRAWINGS AND EXTENDED AROUND CORNERS WITH CORNER BARS. PLACING AND DETAILING OF STEEL REINFORCING AND REINFORCING SUPPORTS SHALL BE IN ACCORDANCE WITH CRSI AND ALL MANUAL AND STANDARD PRACTICES. THE REINFORCEMENT SHALL NOT BE TAPPED AND MUST BE FREE OF GREASE/OIL, DIRT OR DEEP MUD WHEN PLACED IN THE MIX. ALL WELDED WIRE FABRIC SHALL MEET THE REQUIREMENTS OF ASTM A 185.
 - CONTRACTOR SHALL ENGAGE A QUALIFIED INDEPENDENT TESTING AND INSPECTING AGENCY TO SAMPLE MATERIALS, PERFORM TESTS, AND SUBMIT TEST REPORTS DURING CONSTRUCTION. TESTS WILL BE PERFORMED ACCORDING TO ACI 301. CAST AND LABORATORY CURE ONE SET OF FOUR STANDARD CYLINDERS FOR EACH CONCRETE BATCH FOR EACH DAY'S POUR OF EACH CONCRETE MIX EXCEEDING 5 CU. YD. BUT LESS THAN 25 CU. YD. PLUS ONE SET FOR EACH ADDITIONAL 50 CU. YD. OR FRACTION THEREOF. PERFORM COMPRESSIVE STRENGTH TESTS ACCORDING TO ASTM C 39. TEST TWO SPECIMENS AT 7 DAYS AND TWO SPECIMENS AT 28 DAYS. PERFORM SLUMP TESTING ACCORDING TO ASTM C 143.
 - CONTRACTOR SHALL TEST AT POINTS OF PLACEMENT FOR EACH CONCRETE BATCH. BUT NOT LESS THAN ONE TEST FOR EACH DAY'S POUR OF EACH CONCRETE MIX. PERFORM ADDITIONAL TESTS WHEN CONCRETE CONSISTENCY APPEARS TO CHANGE.
 - PROTECT FRESHLY PLACED CONCRETE FROM PREMATURE DRYING AND EXCESSIVE COLD OR HOT TEMPERATURES. IN HOT, DRY, AND WINDY WEATHER, APPLY AN EVAPORATION-CONTROL COMPOUND CONFORMING TO MANUFACTURER'S INSTRUCTIONS AFTER SCREEDING AND BULL FLOATING, BUT BEFORE POWER FLOATING AND TROWELLING.
 - LIMIT MAXIMUM WATER-CEMENTOUS RATIO OF CONCRETE EXPOSED TO FREEZING, THAWING AND DECING SALTS TO 0.45.
 - TEST RESULTS WILL BE REPORTED IN WRITING TO THE DESIGN ENGINEER, READY-MIX PRODUCER, AND CONTRACTOR WITHIN 24 HOURS AFTER TESTS. REPORTS OF COMPRESSIVE STRENGTH TESTS SHALL CONTAIN THE PROJECT IDENTIFICATION NAME AND NUMBER, DATE OF CONCRETE PLACEMENT, NAME OF CONCRETE TESTING SERVICE, CONCRETE TYPE AND CLASS, LOCATION OF CONCRETE BATCH IN STRUCTURE, DESIGN COMPRESSIVE STRENGTH AT 28 DAYS, CONCRETE MIX PROPORTIONS AND MATERIALS, COMPRESSIVE BREAKING STRENGTH, AND TYPE OF BREAK FOR BOTH 7 DAY TESTS AND 28-DAY TESTS.

CONSTRUCTION STAKING SERVICES

CONSTRUCTION STAKING SHALL BE COMPLETED BY EXCEL ENGINEERING AS REQUESTED BY THE CONTRACTOR AT THE CONTRACTOR'S EXPENSE. CONTRACTOR TO CONTACT RYAN WILGREEN AT 920-926-9800 OR RYAN.WILGREEN@EXCELENGINEER.COM TO GET STAKING PRICE TO INCLUDE IN BID TO OWNER. PAYMENT OF STAKING COSTS ABOVE AND BEYOND THE BASE PRICE DUE TO RESTAKING WILL BE THE RESPONSIBILITY OF THE CONTRACTOR, NOT THE OWNER. CAD DRAWING FILES AND SURVEY CONTROL WILL NOT BE PROVIDED FOR STAKING PURPOSES.

GENERAL PROJECT NOTES

- ALL DRIVEWAYS AND CURB CUTS TO BE CONSTRUCTED ACCORDING TO LOCAL ORDINANCES. CONTRACTOR TO OBTAIN ALL NECESSARY PERMITS.
- THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL WORK IN ROW PERMITS.
- THE CITY OF GREEN BAY DEPT OF PUBLIC WORKS MUST BE NOTIFIED (3) WORKING DAYS BEFORE THE START OF ANY CITY STREET CONSTRUCTION WITHIN A PUBLIC RIGHT OF WAY. (920) 448-3100.

32 30 00 LANDSCAPING AND SITE STABILIZATION

- TOPSOIL: CONTRACTOR TO PROVIDE A MINIMUM OF 6" OF TOPSOIL FOR ALL DISTURBED OPEN AREAS. REUSE SURFACE SOIL STOCKPILED ON SITE AND SUPPLEMENT WITH IMPORTED OR MANUFACTURED TOPSOIL FROM OFF SITE SOURCES WHEN QUANTITIES ARE INSUFFICIENT. EXCAVATOR SHALL BE RESPONSIBLE FOR ROUGH PLACEMENT OF TOPSOIL TO WITHIN 1" OF FINAL GRADE PRIOR TO LANDSCAPER FINAL GRADING. LANDSCAPER TO PROVIDE FULFILLING AND FINAL GRADING OF TOPSOIL. PROVIDE SOIL ANALYSIS BY A QUALIFIED SOIL TESTING LABORATORY AS REQUIRED TO VERIFY THE SUITABILITY OF SOIL TO BE USED AS TOPSOIL AND TO DETERMINE THE NECESSARY SOIL AMENDMENTS. TEST SOIL FOR PRESENCE OF ATTRAZINE AND INFORM EXCEL ENGINEERING, INC. IF PRESENT PRIOR TO BIDDING PROJECT. TOPSOIL SHALL HAVE A PH RANGE OF 5.5 TO 8. CONTAIN A MINIMUM OF 5 PERCENT ORGANIC MATERIAL CONTENT, AND SHALL BE FREE OF STONES 1 INCH OR LARGER IN DIAMETER. ALL MATERIALS HARMFUL TO PLANT GROWTH SHALL ALSO BE REMOVED.
- TOPSOIL INSTALLATION: LOOSEN SUBGRADE TO A MINIMUM DEPTH OF 6 INCHES AND REMOVE STONES LARGER THAN 1" IN DIAMETER. ALSO REMOVE ANY STICKS, ROOTS, RUBBISH AND OTHER EXTRANEOUS MATTER AND DISPOSE OF THEM OFF THE PROPERTY. SPREAD TOPSOIL TO A DEPTH OF 6" BUT NOT LESS THAN WHAT IS REQUIRED TO MEET FINISHED GRADES AFTER LIGHT ROLLING AND NATURAL SETTLEMENT. DO NOT SPREAD TOPSOIL IF SUBGRADE IS FROZEN, MUDDY, OR EXCESSIVELY WET. GRADE PLANTING AREAS TO A SMOOTH, UNIFORM SURFACE PLANE WITH LOOSE, UNIFORMLY FINE TEXTURE. GRADE TO WITHIN 0.05 FEET OF FINISHED GRADE ELEVATION.
- SEEDED LAWNS:
 - PERMANENT LAWN AREAS SHALL BE SEEDDED WITH THE FOLLOWING MIXTURE: 65% KENTUCKY BLUEGRASS BLEND (2.0-2.6 LBS/1,000 S.F.), 20% PERENNIAL RYEGRASS (0.6-0.8 LBS/1,000 S.F.), 15% FINE FESCUE (0.4-0.5 LBS/1,000 S.F.), STRAW AND MULCH SHALL BE LAID AT 100 LBS/1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS/1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. ALL SITE DISTURBED AREAS NOT DESIGNATED FOR OTHER LANDSCAPING AND SITE STABILIZATION METHODS SHALL BE SEEDDED AS PERMANENT LAWN. NO BARE TOPSOIL SHALL BE LEFT ON SITE. FOLLOW PROCEDURES FOUND IN WISCONSIN TECHNICAL STANDARDS 1058 & 1059.
 - ALL PERMANENT AND TEMPORARY STORM WATER CONVEYANCE SWALE BOTTOMS AND SIDE SLOPES SHALL BE SEEDDED WITH THE FOLLOWING MIXTURE: 45% KENTUCKY BLUEGRASS (0.60 LBS/1,000 S.F.), 40% CREeping RED FESCUE (0.50 LBS/1,000 S.F.), AND 15% PERENNIAL RYEGRASS (0.20 LBS/1,000 S.F.). FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS/1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. FOLLOW PROCEDURES FOUND IN WISCONSIN TECHNICAL STANDARDS 1058 & 1059.
 - ALL TEMPORARY SEEDING SHALL CONSIST OF THE FOLLOWING MIXTURE: 100% RYEGRASS AT 1.9 LBS/1,000 S.F. STRAW AND MULCH SHALL BE LAID AT 100 LBS/1,000 S.F. FERTILIZE AS PER SOIL TEST OR APPLY 5-10-10 OR EQUIVALENT AT 5-6 LBS/1,000 S.F. SEE EROSION MATTING SPECIFICATIONS AS REQUIRED. FOLLOW PROCEDURES FOUND IN WISCONSIN TECHNICAL STANDARDS 1058 & 1059.
- SEEDED LAWN MAINTENANCE: CONTRACTOR TO PROVIDE MAINTENANCE OF ALL LANDSCAPING FOR A PERIOD OF 90 DAYS FROM THE DATE OF INSTALLATION. AT THE END OF THE MAINTENANCE PERIOD, A HEALTHY, UNIFORM, CLOSE STAND OF GRASS SHOULD BE ESTABLISHED FREE OF WEEDS AND SURFACE IRREGULARITIES. LAWN COVERAGE SHOULD EXCEED 90% AND BARE SPOTS SHOULD NOT EXCEED 5X5". CONTRACTOR SHOULD RESEED BARE LAWN AREAS THAT DO NOT COMPLY WITH THESE REQUIREMENTS AND CONTINUE MAINTENANCE UNTIL LAWNS ARE SATISFACTORY.
- RIP RAP: ALL RIP RAP ASSOCIATED WITH STORMWATER MANAGEMENT AND STORMWATER CONVEYANCE, AS DELINEATED ON THE PLANS, SHALL BE CONSTRUCTED WITH THE TOP OF RIP RAP MATCHING THE PROPOSED ADJACENT GRADE ELEVATIONS. PLACEMENT OF RIP RAP ABOVE THE PROPOSED ADJACENT GRADE ELEVATIONS IS NOT ACCEPTABLE. ALL RIP RAP SHALL BE PLACED ON TYPE III FILTER FABRIC PER SECTION 645 OF THE WISCONSIN STANDARD SPECIFICATIONS FOR HIGHWAY AND STRUCTURAL CONSTRUCTION.
- EROSION MATTING:
 - CONTRACTOR TO PROVIDE EROSION CONTROL MATTING (NORTH AMERICAN GREEN S150) OR EQUIVALENT ON ALL SLOPES THAT ARE 4:1 AND GREATER OUTSIDE OF STORMWATER CONVEYANCE SWALES.
 - CONTRACTOR TO PROVIDE EROSION MATTING (NORTH AMERICAN GREEN C125) OR EQUIVALENT IN ALL SWALE BOTTOMS AND SIDE SLOPES AS REQUIRED.
 - TREES AND SHRUBS: FURNISH NURSERY-GROWN TREES AND SHRUBS WITH HEALTHY ROOT SYSTEMS DEVELOPED BY TRANSPLANTING OR ROOT PRUNING. PROVIDE WELL-SHAPED, FULLY-BRANCHED, AND HEALTHY LOOKING STOCK. STOCKS SHOULD ALSO BE FREE OF DISEASE, INSECTS, EGGS, LARVAE, AND DEFECTS SUCH AS KNOTS, SUN SCALD, INJURIES, ABRASIONS, AND DISFIGUREMENT. SEE THE LANDSCAPE PLAN FOR SPECIFIC SPECIES TYPE, SIZE, AND LOCATION.
 - TREE AND SHRUB INSTALLATION: EXCAVATE CIRCULAR PITs WITH SIDES SLOPED INWARD. TRIM BARE LEAVING CENTER AREA RAISED SLIGHTLY TO SUPPORT ROOT BALL. EXCAVATE PIT APPROXIMATELY THREE TIMES AS WIDE AS THE ROOT BALL DIAMETER. SET TREES AND SHRUBS PLUMB AND IN CENTER OF PIT WITH TOP OF BALL 1" ABOVE ADJACENT FINISHED GRADE. PLACE PLANTING SOIL MIX AROUND ROOT BALL IN LAYERS AND TAMP TO SETTLE MIX. WATER ALL PLANTS THOROUGHLY. PROVIDE TEMPORARY STAKING FOR TREES AND SHRUBS.
 - TREE AND SHRUB MAINTENANCE/WARRANTY: CONTRACTOR TO PROVIDE MAINTENANCE OF ALL LANDSCAPING FOR A PERIOD OF 90 DAYS FROM THE DATE OF INSTALLATION. MAINTENANCE TO INCLUDE REGULAR WATERING AS REQUIRED FOR SUCCESSFUL PLANT ESTABLISHMENT. CONTRACTOR TO PROVIDE 1 YEAR WARRANTY ON ALL TREES, SHRUBS, AND PERENNIALS.
 - STONE MULCH: PROVIDE 2" MINIMUM THICK BLANKET OF 0.75" MINIMUM TO 1.5" MAXIMUM CRUSHED DECORATIVE STONE AT ALL PLANTING AREAS INDICATED ON THE LANDSCAPE PLAN. INSTALL OVERLAPPING WEED BARRIER FABRIC, COLOR BY CHOWNER.
 - PLASTIC EDGING: INSTALL VALLEY VIEW INDUSTRIES BLACK DIAMOND LAWN EDGING TO SEPARATE ALL PLANTING BEDS FROM LAWN AREAS. EDGING TO BE 5.5" TALL WITH METAL STAKES INSTALLED PER MANUFACTURER'S WRITTEN INSTRUCTIONS.

32 30 00 SITE UTILITIES

- CONTRACTOR TO IDENTIFY ALL EXISTING UNDERGROUND UTILITIES ON SITE. CONTRACTOR TO VERIFY PIPE LOCATIONS, SIZES, AND DEPTHS AT POINT OF PROPOSED CONNECTIONS AND VERIFY PROPOSED UTILITY ROUTES ARE CLEAR PER CODE OF ALL EXISTING UTILITIES AND OTHER OBSTRUCTIONS PRIOR TO CONSTRUCTION. COSTS INCURRED FOR FAILURE TO DO SO SHALL BE THE CONTRACTORS RESPONSIBILITY.
- ALL PROPOSED SANITARY PIPE SHALL BE IN ACCORDANCE WITH MATERIALS SPECIFIED IN TABLE A. ALLOWABLE PIPE MATERIAL SCHEDULE ON C0.1 OF THE PROPOSED PLANSET.
- CLEANOUTS SHALL BE PROVIDED FOR THE SANITARY SERVICE AT LOCATIONS INDICATED ON THE UTILITY PLAN. THE CLEANOUT SHALL CONSIST OF A COMBINATION WYE FITTING IN LINE WITH THE SANITARY SERVICE WITH THE CLEANOUT LEG OF THE COMBINATION WYE FACING STRAIGHT UP. THE CLEANOUT SHALL CONSIST OF A 6" VERTICAL PVC PIPE WITH A WATER TIGHT REMOVABLE CLEANOUT PLUG. AN 8" PVC FROST SLEEVE SHALL BE PROVIDED. THE BOTTOM OF THE FROST

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN
SPECIFICATIONS AND REQUIREMENTS



PROJECT INFORMATION

PROPOSED BUILDING FOR:

POPEYES LOUISIANA KITCHEN

1979 MAIN STREET • GREEN BAY, WI 54302

PROFESSIONAL SEAL

PRELIMINARY DATES

AR. 22, 2021

NOT FOR CONSTRUCTION

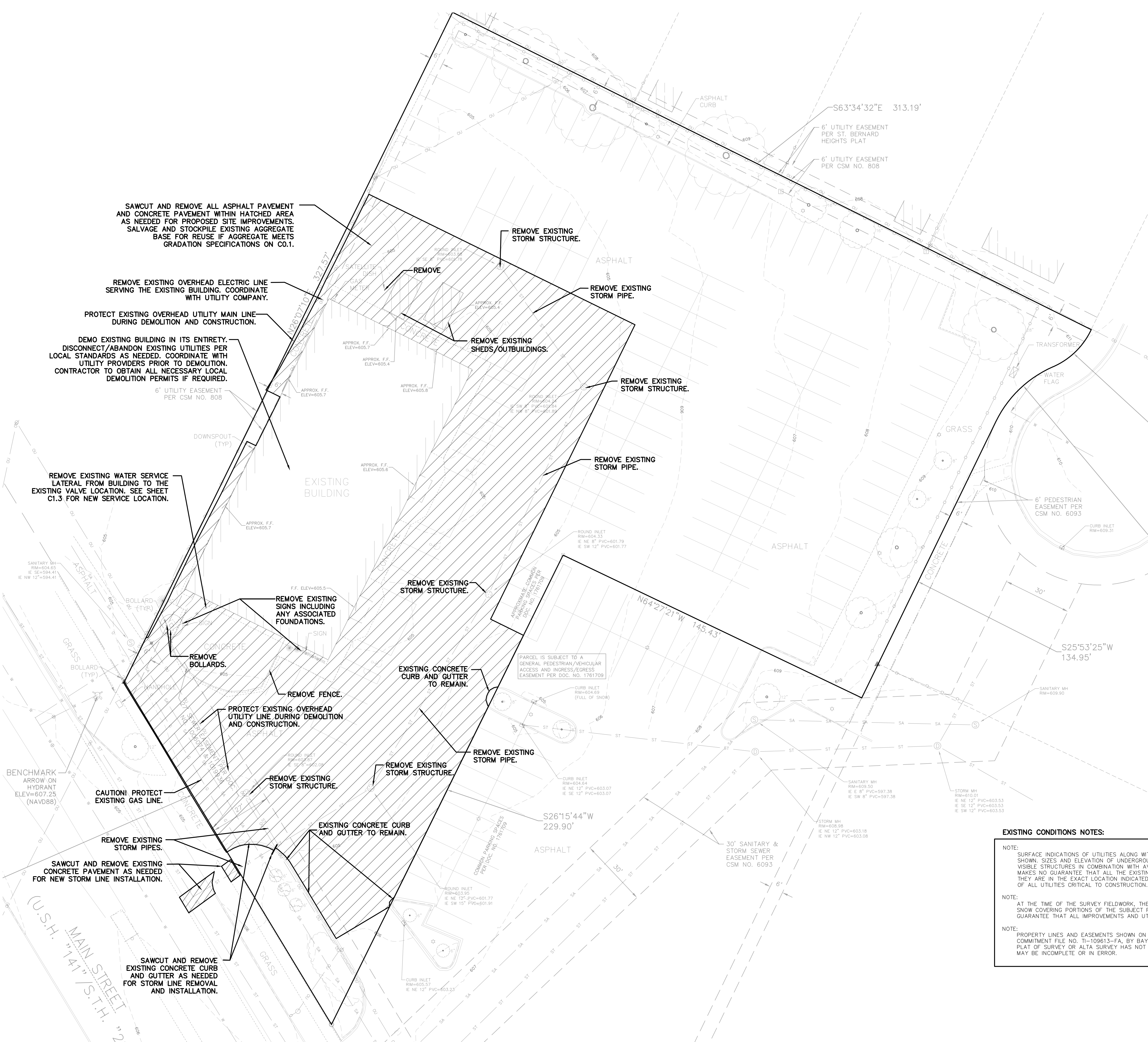
DB NUMBER

051360

SHEET NUMBER

C1.0

1 © EXCEL ENGINEERING, INC.

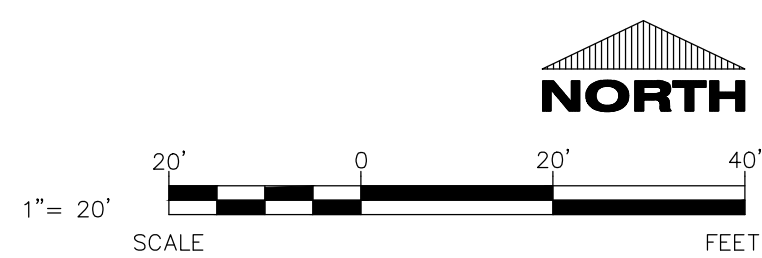


EXISTING CONDITIONS NOTES:

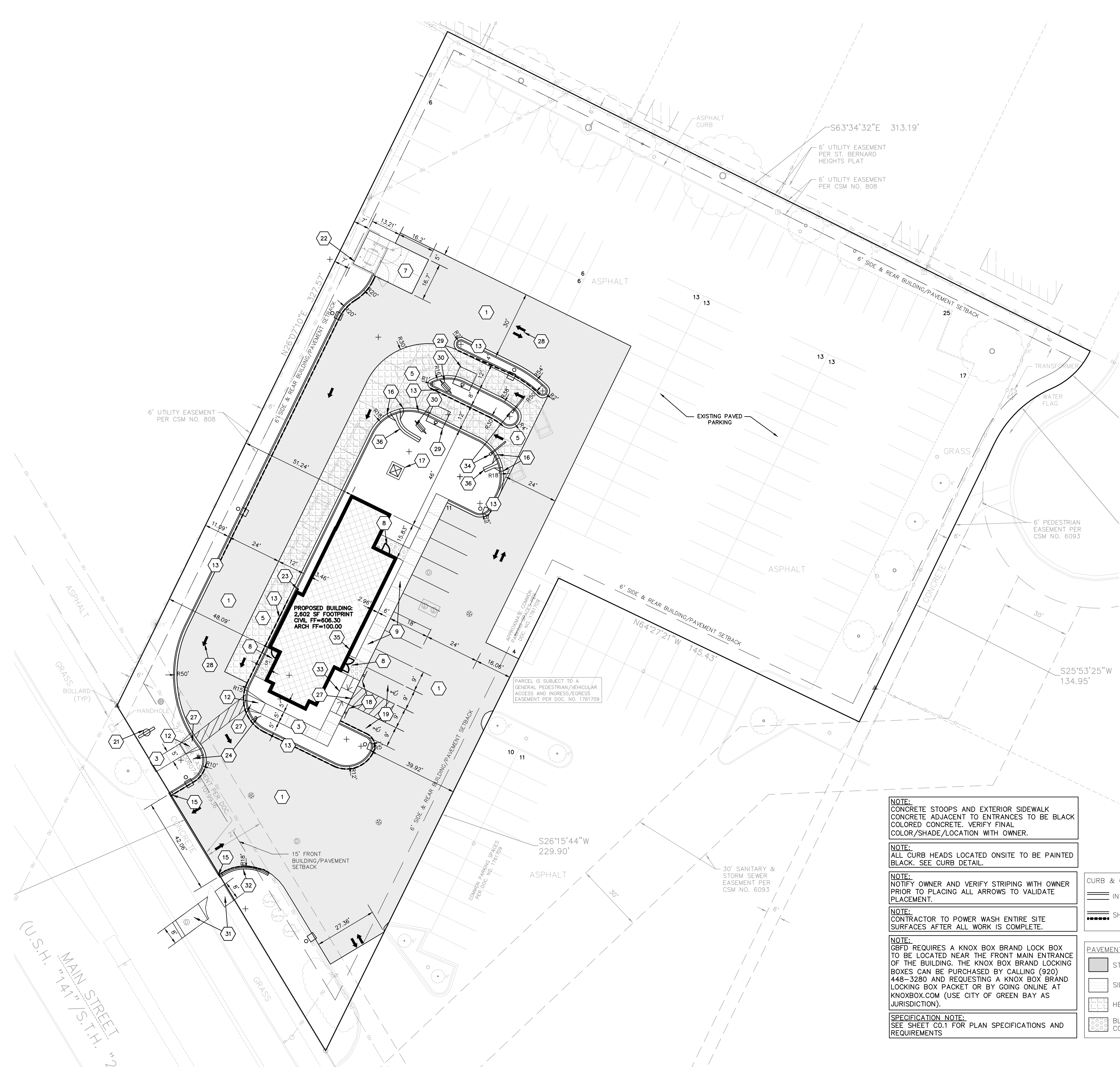
NOTE:
SURFACE INDICATIONS OF UTILITIES ALONG WITH DIGGER'S HOTLINE MARKINGS ON THE SURVEYED PARCEL HAVE BEEN SHOWN. SIZES AND ELEVATION OF UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON FIELD MEASUREMENTS OF VISIBLE STRUCTURES IN COMBINATION WITH AVAILABLE DATA PROVIDED TO EXCEL ENGINEERING. EXCEL ENGINEERING MAKES NO GUARANTEE AS TO THE EXISTING UTILITIES IN THE SURVEYED AREA HAVE BEEN SHOWN NOR THAT THEY ARE IN THE EXACT LOCATION INDICATED. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UTILITIES CRITICAL TO CONSTRUCTION.

NOTE:
AT THE TIME OF THE SURVEY FIELDWORK, THERE WAS APPROXIMATELY 6" OF SNOW AND AREAS OF STOCKPILED SNOW COVERING PORTIONS OF THE SUBJECT PROPERTY. AS A RESULT OF THE SNOW COVER, EXCEL MAKES NO GUARANTEE THAT ALL IMPROVEMENTS AND UTILITIES HAVE BEEN SHOWN ON THIS SURVEY.

NOTE: PROPERTY LINES AND EASEMENTS SHOWN ON THIS PLAN WERE DRAFTED FROM INFORMATION CONTAINED IN TITLE COMMITMENT FILE NO. TI-109613-FA, BY BAY TITLE AND ABSTRACT, INC., DATED JANUARY 14, 2021. AN UPDATED PLAT OF SURVEY OR ALTA SURVEY HAS NOT BEEN AUTHORIZED AND THE PROPERTY LINES SHOWN ON THIS PLAN MAY BE INCOMPLETE OR IN ERROR.



CIVIL EXISTING SITE AND DEMOLITION PLAN



SITE INFORMATION:

PARCEL NUMBER: 21-1328
PROPERTY ADDRESS: 1979 MAIN ST GREEN BAY, WI 54302-3920
PROPERTY AREA: AREA = 83,801 S.F. (1.92 ACRES).
EXISTING ZONING: C1 AND R1
PROPOSED ZONING: C1 AND R1
PROPOSED USE: QUICK-SERVE RESTAURANT W/ DRIVE-THRU
AREA OF SITE DISTURBANCE: 38,776 SF (0.89 AC)
SETBACKS: BUILDING: FRONT (SOUTH) = 15'
SIDE (EAST/WEST) = 6'
REAR (NORTH) = 6'
PAVEMENT: FRONT (SOUTH) = 15'
SIDE (EAST/WEST) = 6'
REAR (NORTH) = 6'
PROPOSED BUILDING HEIGHT: 21' 10" (MAX. HEIGHT ALLOWED: 35')
PARKING REQUIRED: GREATER OF 1 SPACE PER 3 SEATS (20 REQ.) OR 1 SPACE PER 100 SF OF INTERIOR SPACE + 1 SPACE PER 200 SF EXTERIOR SEATING (26 REQ.)
REQUIRED PARKING= 26 SPACES
PARKING PROVIDED: 148 SPACES AVAILABLE FOR CUSTOMER USE (2 H.C. ACCESSIBLE)
HANDICAP STALLS REQUIRED: 2 REQUIRED FOR RESTAURANT USE BASED ON 26 REQ. SPACES
2 PROVIDED
HOURS OF OPERATION: 10:30 AM - 10:00 PM, 7 DAYS PER WEEK
BUILDING OCCUPANCY CLASSIFICATION = ASSEMBLY A2 (RESTAURANT)
CLASS OF BUILDING CONSTRUCTION = VB

EXISTING SITE DATA

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	1.92	83,801	
BUILDING FLOOR AREA	0.23	10,000	11.9%
PAVEMENT (ASP. & CONC.)	1.46	63,523	75.8%
TOTAL IMPERVIOUS	1.69	73,523	87.7%
LANDSCAPE/ OPEN SPACE	0.24	10,278	12.3%

PROPOSED SITE DATA

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	1.92	83,801	
BUILDING FLOOR AREA	0.06	2,602	3.1%
PAVEMENT (ASP. & CONC.)	1.47	63,870	76.2%
TOTAL IMPERVIOUS	1.53	66,472	79.3%
LANDSCAPE/ OPEN SPACE	0.40	17,329	20.7%

SITE PLAN KEYNOTES

- STANDARD ASPHALT SECTION (TYP.)
- CONCRETE SIDEWALK (TYP.)
- HEAVY DUTY/DRIVE THRU CONCRETE (TYP.)
- DUMPSTER PAD/APRON CONCRETE (TYP.)
- CONCRETE STOOP (TYP.) SEE ARCH. PLANS FOR DETAILS.
- RAISED WALK (TYP.)
- CURB RAMP (TYP.)
- 18" CURB & GUTTER (TYP.)
- CURB TAPER (TYP.)
- CURB CUT (TYP.)
- CONCRETE TRANSFORMER PAD BY UTILITY SUPPLIER (CONTRACTOR TO VERIFY FINAL LOCATION & DESIGN PRIOR TO CONSTRUCTION)
- HANDICAP SIGN (TYP.)
- HANDICAP STALL & STRIPING PER STATE CODES.
- PROPOSED PYLON SIGN (DETAILS, FINAL LOCATION, & APPROVAL BY SIGN VENDOR)
- DUMPSTER ENCLOSURE (SEE ARCH PLANS FOR DETAILS)
- 6" CONCRETE BOLLARDS (SEE DETAIL ON C2.0)
- EXIT ONLY/DO NOT ENTER SIGN (TYP.)
- DETECTABLE WARNING PLATE
- TRAFFIC FLOW ARROWS. COLOR TO MATCH PARKING STALL STRIPING.
- MENUBOARD CANOPY, SPEAKER POST AND OCB (TYP.)
- MENUBOARD (TYP.) SEE ELECTRICAL PLANS FOR REQUIRED CONDUITS.
- REPLACE CONCRETE PAVEMENT AND CONCRETE CURB AND GUTTER PER CITY OF GREEN BAY STANDARDS AS NEEDED FOR NEW STORM LINE CONNECTION.
- REPLACE CONCRETE CURB AND GUTTER TO MATCH EXISTING.
- ADA SIDEWALK RAMP W/ DETECTIBLE WARNING PLATE (TYP.)
- CLEARANCE POLE (TYP.) SIGN FOOTING TO BE INTEGRAL TO SIDEWALK
- KNOX BOX. SEE NOTE. COORDINATE W/ LOCAL FIRE DEPARTMENT AS NEEDED.
- CONCRETE FLUME (SEE DETAIL ON C2.0)

CURB & GUTTER MARKING KEY:

- INVERTED CURB & GUTTER
- SHEDDING CURB & GUTTER

PAVEMENT HATCH KEY:

- STANDARD ASPHALT
- SIDEWALK CONCRETE
- HEAVY DUTY CONCRETE
- BLACK COLORED CONCRETE

NOTE:
CONCRETE STOOPS AND EXTERIOR SIDEWALK CONCRETE ADJACENT TO ENTRANCES TO BE BLACK COLORED CONCRETE. VERIFY FINAL COLOR/SHADE/LOCATION WITH OWNER.

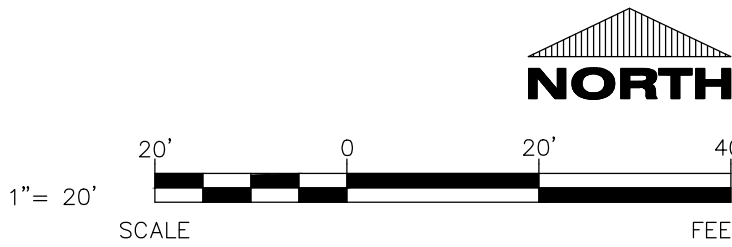
NOTE:
ALL CURB HEADS LOCATED ONSITE TO BE PAINTED BLACK. SEE CURB DETAIL.

NOTE:
NOTIFY OWNER AND VERIFY STRIPING WITH OWNER PRIOR TO PLACING ALL ARROWS TO VALIDATE PLACEMENT.

NOTE:
CONTRACTOR TO POWER WASH ENTIRE SITE SURFACES AFTER ALL WORK IS COMPLETE.

NOTE:
GBFD REQUIRES A KNOX BOX BRAND LOCK BOX TO BE LOCATED NEAR THE FRONT MAIN ENTRANCE OF THE BUILDING. THE KNOX BOX BRAND LOCKING BOXES CAN BE PURCHASED BY CALLING (920) 448-3280 AND REQUESTING A KNOX BOX BRAND LOCKING BOX PACKET OR BY GOING ONLINE AT KNOXBOX.COM (USE CITY OF GREEN BAY AS JURISDICTION).

SPECIFICATION NOTE:
SEE SHEET C0.1 FOR PLAN SPECIFICATIONS AND REQUIREMENTS



PROJECT INFORMATION

PROPOSED BUILDING FOR:
POPEYES LOUISIANA KITCHEN
1979 MAIN STREET • GREEN BAY, WI 54302

PROFESSIONAL SEAL

PRELIMINARY DATES

MAR. 4, 2021
MAR. 9, 2021
MAR. 16, 2021
MAR. 22, 2021

JOB NUMBER

2051360

SHEET NUMBER

C1.1

SPECIFICATIONS:

DIVISION 7: THERMAL AND MOISTURE PROTECTION

GENERAL

- SECTION 7C: SHEET METAL WORK
- PROVISION
1. SCOPE: FURNISH AND INSTALL GRAVEL STOPS, FLASHING, PARAPET CAP, DOWNSPOUTS, AND GUTTERS.
- A. ROOFING MEMBRANE FLASHING IS INCLUDED IN SECTION 7B: MEMBRANE ROOFING.
- MATERIALS
1. MATERIALS SHEET METAL: .032 ALUMINUM.
2. NAIL FASTENERS: 1 3/4" X 11 GAUGE GALVANIZED, STAINLESS STEEL OR ALUMINUM ROOFING NAILS MAY BE USED FOR FASTENERS INTO WOOD WHEN CONCEALED ONLY.
3. WASHERS: NEOPRENE
4. SCREW FASTENERS: CORROSION-RESISTANT, SELF-TAPPING, HEX HEAD SCREW, 1/4" MINIMUM DIAMETER WITH SUFFICIENT LENGTH TO PENETRATE 1" MINIMUM INTO WOOD OR 1/2" MINIMUM INTO STEEL. PROVIDE NEOPRENE SEALING WASHER FOR EXPOSED FASTENING.
- PERFORMANCE
1. INSTALLATION: EXPOSED FLASHINGS SHALL BE PAINTED TO MATCH ADJACENT MATERIALS. VERIFY WITH POPEYES' CONSTRUCTION MANAGER.

- SECTION 7D: STANDING SEAM CANOPY
- PART 1 - GENERAL
- 1.0 SUBMITTALS
- A. SUBMIT FOR APPROVAL SAMPLES, SHOP DRAWINGS, PRODUCT DATA, QUALITY ASSURANCE
- A. COMPLY WITH GOVERNING CODES AND REGULATIONS. PROVIDE PRODUCTS OF ACCEPTABLE MANUFACTURERS WHICH HAVE BEEN IN SATISFACTORY USE IN SIMILAR SERVICE FOR THREE YEARS. USE EXPERIENCED INSTALLERS. DELIVER, HANDLE, STORE MATERIALS IN ACCORDANCE WITH MANUFACTURER'S INSTRUCTIONS.
- WARRANTY
- METAL ROOF SYSTEM MANUFACTURER, UPON FINAL ACCEPTANCE FOR PROJECT, FURNISH A WARRANTY COVERING BARE METAL AGAINST RUPTURE, STRUCTURAL FAILURE AND PERFORATION DUE TO NORMAL ATMOSPHERIC CORROSION EXPOSURE FOR A PERIOD OF 20 YEARS.
- PART 2 - PRODUCTS (UC-4 SERIES, AS MANUFACTURED AND SPECIFIED BY UNA-CLAD, METAL ROOF SYSTEMS.)
- 2.0 MATERIALS
- A. METAL ROOF SYSTEM PROFILE:
1. UC-4 "NO CLIP", 1 1/2" HIGH BATTENS X 12" RIB TO RIB. (SMALL BATTEN-5B)
2. CONCEALED FASTENER
- B. GAUGE:
1. .026 GAUGE - STEEL
- C. TEXTURE:
1. SMOOTH.
- D. FINISH:
1. PREMIUM FLUOROCARBON COATING PRODUCED WITH KYNAR 500 OR HYLAR 5000 RESIN (20 YEAR WARRANTY.)
- E. MANUFACTURER:
1. UNA-CLAD OR EQUAL.

- PART 3 - EXECUTION
- 3.0 INSTALLATION
- A. COMPLY WITH SMACNA SHEET METAL MANUAL RECOMMENDATIONS. COMPLY WITH ACCESSORY MANUFACTURERS' INSTRUCTIONS AND RECOMMENDATIONS. COORDINATE INSTALLATION WITH ROOFING SYSTEM TO ENSURE WEATHERTIGHT PERFORMANCE.
- B. ANCHOR SECURELY TO STRUCTURE TO WITHSTAND INWARD AND OUTWARD LOADS.
- C. ISOLATE DISSIMILAR METALS TO PREVENT GALVANIC CORROSION.
- DIVISION 9: FINISHES
- SECTION 9G: EIFS
- PART 1 GENERAL
- 1.01 DESCRIPTION
- A. DESIGN REQUIREMENTS: THE STRUCTURAL WALL SYSTEM TO WHICH THE EIFS IS ATTACHED SHALL MEET 1/240 MAXIMUM ALLOWABLE DEFLECTION CRITERIA AND APPLICABLE BUILDING CODE REQUIREMENTS.
- 1.02 SUBMITTALS
- A. SUBMIT SAMPLES FOR APPROVAL AS DIRECTED BY OWNER.
- 1.03 DELIVERY, STORAGE AND HANDLING
- A. ALL EIFS MATERIALS SHALL BE DELIVERED IN THEIR ORIGINAL SEALED CONTAINERS BEARING MANUFACTURER'S NAME AND IDENTIFICATION OF PRODUCT WITH WRITTEN APPLICATION INSTRUCTIONS AND APPROPRIATE HEALTH, HAZARD, AND SAFETY DATA.
- B. ALL EIFS READY-MIXED MATERIALS SHALL BE PROTECTED FROM EXTREME HEAT, SUN AND FROST. FACTORY PROPORTIONED BAGGED MATERIALS SHALL BE STORED OFF THE GROUND AND PROTECTED FROM MOISTURE.
- 1.04 JOB CONDITIONS
- A. ALL EIFS MATERIALS SHALL NEVER BE APPLIED IF AMBIENT AND SURFACE TEMPERATURES CANNOT BE KEPT ABOVE 40° F DURING APPLICATION AND DRYING PERIOD. FOR INSTALLATION IN TEMPERATURES LESS THAN 40° F SUPPLEMENTARY HEAT SHALL BE PROVIDED. THE INSTALLED EIFS MATERIALS SHALL BE PROTECTED FROM EXPOSURE TO RAIN AND FREEZING UNTIL DRY.
- 1.11 WARRANTY
- A. PROVIDE MANUFACTURER'S STANDARD LABOR AND MATERIAL WARRANTY.

- PART 2 PRODUCTS
- 2.01 MANUFACTURERS
- A. DRYVIT SYSTEMS, INC.
- 2.02 ADHESIVES
- A. DISPERSION ADHESIVE - NONCEMENTITIOUS, ACRYLIC BASED ADHESIVE.
- 2.03 INSULATION BOARD
- A. NOMINAL 1.0 lb/cubic feet (16 kg/cubic meter) EXPANDED POLYSTYRENE (EPS) INSULATION BOARD IN COMPLIANCE WITH ASTM C 578 TYPE I REQUIREMENTS, AND EIMA GUIDELINE SPECIFICATION FOR EXPANDED POLYSTYRENE (EPS) INSULATION BOARD.
- 2.04 BASECOAT
- A. ONE-COMPONENT POLYMER MODIFIED CEMENTITIOUS BASE COAT WITH FIBER REINFORCEMENT AND LESS THAN 33% PORTLAND CEMENT CONTENT BY WEIGHT.
- 2.05 REINFORCING MESHES
- A. STANDARD MESH
1. MESH - NOMINAL 4.5 oz/sq.yd. (163 g/sq. meter), SYMMETRICAL, INTERLOCK OPEN-WEAVE GLASS FIBER FABRIC MADE WITH MINIMUM 25 PERCENT BY WEIGHT ALKALINE RESISTANT COATINGS FOR COMPATIBILITY WITH DRYVIT MATERIALS.
- B. HIGH IMPACT MESH
1. INTERMEDIATE MESH (MESH C) - NOMINAL 11.0 oz/sq.yd. HIGH IMPACT, INTERWOVEN, OPEN WEAVE GLASS FIBER FABRIC WITH ALKALINE RESISTANT COATING FOR COMPATIBILITY WITH DRYVIT MATERIALS.
- 2.06 PRIMER
- A. PRIMER
- ACRYLIC BASED PRIMER (FOR ACRYLIC BASED FINISHES)

- 2.07 FINISH COAT
- A. ACRYLIC BASED TEXTURED WALL COATING. SEE E.L.F.S. FORMULAS FOR FINISH COLOR.
- 2.08 JOB MIXED INGREDIENTS
- A. PORTLAND CEMENT: ASTM C 150, TYPE I.
- B. WATER: CLEAN AND POTABLE.
- PART 3 EXECUTION
- A. UNDER NO CIRCUMSTANCES SHALL ANY OF THE PRODUCTS BE ALTERED BY ADDING ANY ADDITIVES, EXCEPT FOR SMALL AMOUNTS OF CLEAN WATER AS DIRECTED ON LABEL. ANTIFREEZE, ACCELERATORS, RAPID BINDERS, ETC. ARE FORBIDDEN.
- B. THE SURFACE TO RECEIVE THE EIFS SHALL BE STRUCTURALLY SOUND, CLEAN, DRY AND FREE OF WARPAGE, RESIDUAL MOISTURE OR DAMAGE FROM MOISTURE. SURFACES SHALL BE UNIFORM, WITH NO IRREGULARITIES GREATER THAN 1/8" in 4'-0". SURFACES SHALL BE INSPECTED FOR COMPLIANCE WITH THE FOLLOWING REQUIREMENTS PRIOR TO INSTALLATION OF THE EIFS.
1. PLYWOOD SHEATHING SHALL MEET A.P.A. (AMERICAN PLYWOOD ASSOCIATION) REQUIREMENTS FOR EXTERIOR OR EXPOSURE 1 CLASSIFICATION. APA DESIGN AND CONSTRUCTION GUIDELINES SHALL BE FOLLOWED FOR STORAGE, HANDLING AND INSTALLATION. MANUFACTURER'S PUBLISHED RECOMMENDATIONS SHALL BE FOLLOWED FOR SHALL BE FOLLOWED FOR STORAGE, HANDLING, STORAGE, HANDLING, INSTALLATION AND PROTECTION. ANY SHEATHING NOT IN COMPLIANCE SHALL BE REPLACED TO CONFORM WITH SPECIFICATION REQUIREMENTS PRIOR TO INSTALLATION OF THE EIFS.
2. CONCRETE, MASONRY OR PLASTER SURFACES SHALL BE PROPERLY CURED AND FREE OF DIRT, DUST, OIL, GREASE, MILDEW, FUNGUS, LATENCY, PAINT, EFFLORESCENCE AND ANY OTHER CONTAMINANT. ANY SURFACES NOT IN COMPLIANCE SHALL BE CORRECTED PER MANUFACT. RECOMMENDATIONS PRIOR TO INSTALLATION OF THE EIFS.
- C. AFTER SATISFACTORY INSPECTION OF SURFACES AND CORRECTION OF ANY DEVIATIONS FROM SPECIFICATION REQUIREMENTS, THE EIFS INSTALLATION MAY BEGIN PER MANUFACTURER'S INSTRUCTIONS.
- D. THE STARTER STRIP OF MESH SHALL BE WIDE ENOUGH TO ADHERE 4" OF MESH ONTO THE WALL. BE ABLE TO WRAP AROUND THE BOARD EDGE AND COVER APPROXIMATELY 4" ON THE OUTSIDE SURFACE OF THE BOARD. THIS "BACKWRAP" PROCEDURE SHALL BE FOLLOWED AT ALL EXPOSED BOARD EDGES IN ACCORDANCE WITH DETAILS (EXAMPLE-WINDOW AND DOOR HEADS AND JAMBS). ALL AREAS WHERE THE EIFS MEETS DISSIMILAR MATERIAL OR TERMINATES (FOR EXAMPLE, WINDOW AND DOOR FRAMES) SHALL HAVE THE INSULATION BOARD CUT BACK FROM THE ADJOINING MATERIAL A MINIMUM OF 1/4" TO FORM AN ISOLATION JOINT.
- E. APPLY THE ADHESIVE TO THE BACK OF THE INSULATION BOARD. STAGGER VERTICAL JOINTS AND INTERLOCK BOARDS AT ALL INSIDE AND OUTSIDE CORNERS. APPLY FIRM PRESSURE OVER ENTIRE SURFACE OF THE BOARDS TO INSURE UNIFORM CONTACT. BOARDS SHALL BRIDGE SHEATHING JOINTS BY A MINIMUM OF 8". ALL BOARD JOINTS SHALL BE BUTTED TIGHTLY TOGETHER TO ELIMINATE ANY THERMAL BREAKS IN THE EIFS. CARE MUST BE TAKEN TO PREVENT ANY ADHESIVE FROM GETTING BETWEEN THE JOINTS OF THE BOARDS. ALL OPEN JOINTS IN THE INSULATION BOARD LAYER SHALL BE FILLED WITH SLIVERS OF INSULATION OR AN APPROVED SPRAY FOAM.
- F. NAILS, SCREWS, OR ANY OTHER TYPE OF NONTHERMAL MECHANICAL FASTENER SHALL NOT BE USED.
- G. EXPANSION JOINTS ARE REQUIRED IN THE EIFS WHERE THEY EXIST IN THE SUBSTRATE. WHERE THE EIFS ADJOINS DISSIMILAR CONSTRUCTION, AND AT FLOOR LINES IN MULTILEVEL WOOD FRAME CONSTRUCTION, THE EIFS SHALL TERMINATE AT THE EXPANSION JOINT TO PROVIDE APPROPRIATE JOINT SIZE (SEE DETAILS) AND ALL BOARD EDGES SHALL BE COATED WITH APPROPRIATE GROUND COAT AND MESH IN ACCORDANCE WITH STANDARD "BACKWRAPPING" PROCEDURE. APPROPRIATE SEALANT/PRIMER AND BACKER SHALL BE INSTALLED AFTER GROUND COAT IS FULLY DRY TO PREVENT ANY WATER FORM GETTING INTO OR BEHIND THE SYSTEM.
- H. USE OF PLASTIC OR METAL CORNER BEADS, STOPBEADS, ETC., IS FORBIDDEN.
- I. APPLY APPROPRIATE GROUND COAT OVER THE INSULATION BOARD WITH PROPER SPRAY EQUIPMENT OR A STAINLESS STEEL TROWEL TO A UNIFORM THICKNESS OF APPROXIMATELY 1/16". WORK HORIZONTALLY OR VERTICALLY IN STRIPS OF 40", AND IMMEDIATELY EMBED STANDARD REINFORCING MESH INTO THE WET GROUND COAT. THE MESH SHALL BE DOUBLE WRAPPED AT ALL CORNERS AND OVERLAPPED NOT LESS THAN 2-1/2" AT MESH JOINTS. AVOID WRINKLES IN THE MESH. THE FINISH THICKNESS OF THE GROUND COAT SHALL BE SUCH THAT THE MESH IS FULLY EMBEDDED. ALLOW GROUND COAT TO THOROUGHLY DRY BEFORE APPLYING PRIMER OR FINISH.
- J. DUPLICATE INSTALLATION PROCESS NOTED IN 3.01 M USING STANDARD MESH CREATING SECOND MESH LAYER AND ADDITIONAL IMPACT RESISTANCE. ALLOW TO DRY BEFORE APPLICATION OF EITHER STO PRIMER (OPTIONAL) OR STO FINISH.
- K. IF A PRIMER IS USED, APPLY WITH BRUSH, ROLLER OR PROPER SPRAY EQUIPMENT OVER CLEAN, DRY GROUND COAT AND ALLOW TO DRY THOROUGHLY BEFORE APPLYING FINISH. P. APPLY FINISH DIRECTLY OVER THE GROUND COAT OR PRIMER (GROUND COAT) ONLY AFTER THE GROUND COAT/PRIMER HAS THOROUGHLY DRIED. THE FINISH SHALL BE APPLIED BY SPRAYING, ROLLING OR TROWELING WITH A STAINLESS STEEL TROWEL, DEPENDING ON FINISH SPECIFIED. GENERAL RULES FOR APPLICATION OF FINISHES ARE AS FOLLOWS:
1. USE A CLEAN, RUST-FREE, HIGH-SPEED MIXER TO THOROUGHLY STR THE FINISH TO A UNIFORM CONSISTENCY (SMALL AMOUNTS OF CLEAN WATER MAY BE ADDED TO AID WORKABILITY).
2. AVOID APPLICATION IN DIRECT SUNLIGHT.
3. APPLY FINISH IN A CONTINUOUS APPLICATION, ALWAYS WORKING TO A WET EDGE.
4. WEATHER CONDITIONS AFFECT APPLICATION AND DRYING TIME. HOT OR DRY CONDITIONS LIMIT WORKING TIME AND ACCELERATE DRYING AND MAY REQUIRE ADJUSTMENTS IN THE SCHEDULING OF WORK TO ACHIEVE DESIRED RESULTS; COOL OR DAMP CONDITIONS EXTEND WORKING TIME AND RETARD DRYING AND MAY REQUIRE ADDED MEASURES OF PROTECTION AGAINST WIND, DUST, DIRT, RAIN AND FREEZING.
5. AESTHETIC "U"-GROOVES MAY BE DESIGNED INTO THE SYSTEM. (A MINIMUM OF 3/4" INSULATION BOARD MUST BE LEFT AFTER ANY GROOVES ARE CUT).
6. "R" (RILLED TEXTURE) FINISHES MUST BE FLOATED WITH A PLASTIC TROWEL TO ACHIEVE THEIR RILLED TEXTURE.
7. AVOID INSTALLING SEPARATE BATCHES OF FINISH SIDE-BY-SIDE.
8. APPLY FINISH COLOR TO EIFS MIX AND APPLY TO WALL COLOR TO MATCH EXTERIOR FINISH SCHEDULE COLORS.
- L. EXTERIOR INSULATION AND FINISH TEXTURE SYSTEM: APPLY HIGH IMPACT SYSTEM ADJACENT TO DOORS FOR ADDITIONAL IMPACT RESISTANCE, USING INTERMEDIATE MESH. USE THE STANDARD SYSTEM SPECIFICATIONS AT ALL OTHER LOCATIONS.

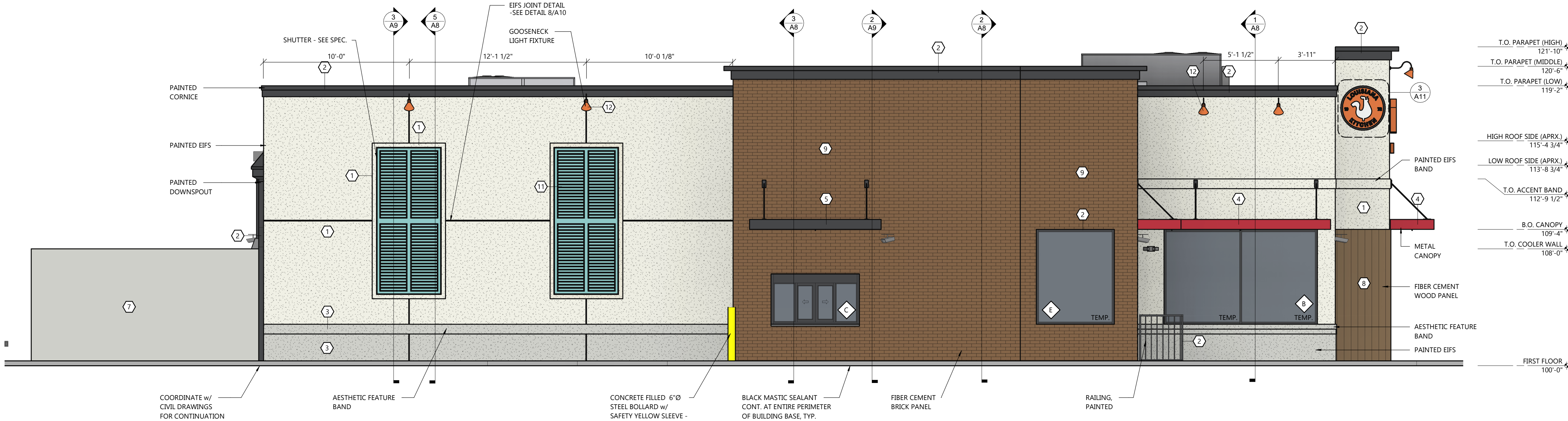
- 2.09 JOB MIXED INGREDIENTS
- A. PORTLAND CEMENT: ASTM C 150, TYPE I.
- B. WATER: CLEAN AND POTABLE.
- PART 3 EXECUTION
- A. UNDER NO CIRCUMSTANCES SHALL ANY OF THE PRODUCTS BE ALTERED BY ADDING ANY ADDITIVES, EXCEPT FOR SMALL AMOUNTS OF CLEAN WATER AS DIRECTED ON LABEL. ANTIFREEZE, ACCELERATORS, RAPID BINDERS, ETC. ARE FORBIDDEN.
- B. THE SURFACE TO RECEIVE THE EIFS SHALL BE STRUCTURALLY SOUND, CLEAN, DRY AND FREE OF WARPAGE, RESIDUAL MOISTURE OR DAMAGE FROM MOISTURE. SURFACES SHALL BE UNIFORM, WITH NO IRREGULARITIES GREATER THAN 1/8" in 4'-0". SURFACES SHALL BE INSPECTED FOR COMPLIANCE WITH THE FOLLOWING REQUIREMENTS PRIOR TO INSTALLATION OF THE EIFS.
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- C. AFTER SATISFACTORY INSPECTION OF SURFACES AND CORRECTION OF ANY DEVIATIONS FROM SPECIFICATION REQUIREMENTS, THE EIFS INSTALLATION MAY BEGIN PER MANUFACTURER'S INSTRUCTIONS.
- D. THE STARTER STRIP OF MESH SHALL BE WIDE ENOUGH TO ADHERE 4" OF MESH ONTO THE WALL. BE ABLE TO WRAP AROUND THE BOARD EDGE AND COVER APPROXIMATELY 4" ON THE OUTSIDE SURFACE OF THE BOARD. THIS "BACKWRAP" PROCEDURE SHALL BE FOLLOWED AT ALL EXPOSED BOARD EDGES IN ACCORDANCE WITH DETAILS (EXAMPLE-WINDOW AND DOOR HEADS AND JAMBS). ALL AREAS WHERE THE EIFS MEETS DISSIMILAR MATERIAL OR TERMINATES (FOR EXAMPLE, WINDOW AND DOOR FRAMES) SHALL HAVE THE INSULATION BOARD CUT BACK FROM THE ADJOINING MATERIAL A MINIMUM OF 1/4" TO FORM AN ISOLATION JOINT.
- E. APPLY THE ADHESIVE TO THE BACK OF THE INSULATION BOARD. STAGGER VERTICAL JOINTS AND INTERLOCK BOARDS AT ALL INSIDE AND OUTSIDE CORNERS. APPLY FIRM PRESSURE OVER ENTIRE SURFACE OF THE BOARDS TO INSURE UNIFORM CONTACT. BOARDS SHALL BRIDGE SHEATHING JOINTS BY A MINIMUM OF 8". ALL BOARD JOINTS SHALL BE BUTTED TIGHTLY TOGETHER TO ELIMINATE ANY THERMAL BREAKS IN THE EIFS. CARE MUST BE TAKEN TO PREVENT ANY ADHESIVE FROM GETTING BETWEEN THE JOINTS OF THE BOARDS. ALL OPEN JOINTS IN THE INSULATION BOARD LAYER SHALL BE FILLED WITH SLIVERS OF INSULATION OR AN APPROVED SPRAY FOAM.
- F. NAILS, SCREWS, OR ANY OTHER TYPE OF NONTHERMAL MECHANICAL FASTENER SHALL NOT BE USED.
- G. EXPANSION JOINTS ARE REQUIRED IN THE EIFS WHERE THEY EXIST IN THE SUBSTRATE. WHERE THE EIFS ADJOINS DISSIMILAR CONSTRUCTION, AND AT FLOOR LINES IN MULTILEVEL WOOD FRAME CONSTRUCTION, THE EIFS SHALL TERMINATE AT THE EXPANSION JOINT TO PROVIDE APPROPRIATE JOINT SIZE (SEE DETAILS) AND ALL BOARD EDGES SHALL BE COATED WITH APPROPRIATE GROUND COAT AND MESH IN ACCORDANCE WITH STANDARD "BACKWRAPPING" PROCEDURE. APPROPRIATE SEALANT/PRIMER AND BACKER SHALL BE INSTALLED AFTER GROUND COAT IS FULLY DRY TO PREVENT ANY WATER FORM GETTING INTO OR BEHIND THE SYSTEM.
- H. USE OF PLASTIC OR METAL CORNER BEADS, STOPBEADS, ETC., IS FORBIDDEN.
- I. APPLY APPROPRIATE GROUND COAT OVER THE INSULATION BOARD WITH PROPER SPRAY EQUIPMENT OR A STAINLESS STEEL TROWEL TO A UNIFORM THICKNESS OF APPROXIMATELY 1/16". WORK HORIZONTALLY OR VERTICALLY IN STRIPS OF 40", AND IMMEDIATELY EMBED STANDARD REINFORCING MESH INTO THE WET GROUND COAT. THE MESH SHALL BE DOUBLE WRAPPED AT ALL CORNERS AND OVERLAPPED NOT LESS THAN 2-1/2" AT MESH JOINTS. AVOID WRINKLES IN THE MESH. THE FINISH THICKNESS OF THE GROUND COAT SHALL BE SUCH THAT THE MESH IS FULLY EMBEDDED. ALLOW GROUND COAT TO THOROUGHLY DRY BEFORE APPLYING PRIMER OR FINISH.
- J. DUPLICATE INSTALLATION PROCESS NOTED IN 3.01 M USING STANDARD MESH CREATING SECOND MESH LAYER AND ADDITIONAL IMPACT RESISTANCE. ALLOW TO DRY BEFORE APPLICATION OF EITHER STO PRIMER (OPTIONAL) OR STO FINISH.
- K. IF A PRIMER IS USED, APPLY WITH BRUSH, ROLLER OR PROPER SPRAY EQUIPMENT OVER CLEAN, DRY GROUND COAT AND ALLOW TO DRY THOROUGHLY BEFORE APPLYING FINISH. P. APPLY FINISH DIRECTLY OVER THE GROUND COAT OR PRIMER (GROUND COAT) ONLY AFTER THE GROUND COAT/PRIMER HAS THOROUGHLY DRIED. THE FINISH SHALL BE APPLIED BY SPRAYING, ROLLING OR TROWELING WITH A STAINLESS STEEL TROWEL, DEPENDING ON FINISH SPECIFIED. GENERAL RULES FOR APPLICATION OF FINISHES ARE AS FOLLOWS:
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4. WEATHER CONDITIONS AFFECT APPLICATION AND DRYING TIME. HOT OR DRY CONDITIONS LIMIT WORKING TIME AND ACCELERATE DRYING AND MAY REQUIRE ADJUSTMENTS IN THE SCHEDULING OF WORK TO ACHIEVE DESIRED RESULTS; COOL OR DAMP CONDITIONS EXTEND WORKING TIME AND RETARD DRYING AND MAY REQUIRE ADDED MEASURES OF PROTECTION AGAINST WIND, DUST, DIRT, RAIN AND FREEZING.
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7. AVOID INSTALLING SEPARATE BATCHES OF FINISH SIDE-BY-SIDE.
8. APPLY FINISH COLOR TO EIFS MIX AND APPLY TO WALL COLOR TO MATCH EXTERIOR FINISH SCHEDULE COLORS.
- L. EXTERIOR INSULATION AND FINISH TEXTURE SYSTEM: APPLY HIGH IMPACT SYSTEM ADJACENT TO DOORS FOR ADDITIONAL IMPACT RESISTANCE, USING INTERMEDIATE MESH. USE THE STANDARD SYSTEM SPECIFICATIONS AT ALL OTHER LOCATIONS.

- 2.10 JOB MIXED INGREDIENTS
- A. PORTLAND CEMENT: ASTM C 150, TYPE I.
- B. WATER: CLEAN AND POTABLE.
- PART 3 EXECUTION
- A. UNDER NO CIRCUMSTANCES SHALL ANY OF THE PRODUCTS BE ALTERED BY ADDING ANY ADDITIVES, EXCEPT FOR SMALL AMOUNTS OF CLEAN WATER AS DIRECTED ON LABEL. ANTIFREEZE, ACCELERATORS, RAPID BINDERS, ETC. ARE FORBIDDEN.
- B. THE SURFACE TO RECEIVE THE EIFS SHALL BE STRUCTURALLY SOUND, CLEAN, DRY AND FREE OF WARPAGE, RESIDUAL MOISTURE OR DAMAGE FROM MOISTURE. SURFACES SHALL BE UNIFORM, WITH NO IRREGULARITIES GREATER THAN 1/8" in 4'-0". SURFACES SHALL BE INSPECTED FOR COMPLIANCE WITH THE FOLLOWING REQUIREMENTS PRIOR TO INSTALLATION OF THE EIFS.
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- C. AFTER SATISFACTORY INSPECTION OF SURFACES AND CORRECTION OF ANY DEVIATIONS FROM SPECIFICATION REQUIREMENTS, THE EIFS INSTALLATION MAY BEGIN PER MANUFACTURER'S INSTRUCTIONS.
- D. THE STARTER STRIP OF MESH SHALL BE WIDE ENOUGH TO ADHERE 4" OF MESH ONTO THE WALL. BE ABLE TO WRAP AROUND THE BOARD EDGE AND COVER APPROXIMATELY 4" ON THE OUTSIDE SURFACE OF THE BOARD. THIS "BACKWRAP" PROCEDURE SHALL BE FOLLOWED AT ALL EXPOSED BOARD EDGES IN ACCORDANCE WITH DETAILS (EXAMPLE-WINDOW AND DOOR HEADS AND JAMBS). ALL AREAS WHERE THE EIFS MEETS DISSIMILAR MATERIAL OR TERMINATES (FOR EXAMPLE, WINDOW AND DOOR FRAMES) SHALL HAVE THE INSULATION BOARD CUT BACK FROM THE ADJOINING MATERIAL A MINIMUM OF 1/4" TO FORM AN ISOLATION JOINT.
- E. APPLY THE ADHESIVE TO THE BACK OF THE INSULATION BOARD. STAGGER VERTICAL JOINTS AND INTERLOCK BOARDS AT ALL INSIDE AND OUTSIDE CORNERS. APPLY FIRM PRESSURE OVER ENTIRE SURFACE OF THE BOARDS TO INSURE UNIFORM CONTACT. BOARDS SHALL BRIDGE SHEATHING JOINTS BY A MINIMUM OF 8". ALL BOARD JOINTS SHALL BE BUTTED TIGHTLY TOGETHER TO ELIMINATE ANY THERMAL BREAKS IN THE EIFS. CARE MUST BE TAKEN TO PREVENT ANY ADHESIVE FROM GETTING BETWEEN THE JOINTS OF THE BOARDS. ALL OPEN JOINTS IN THE INSULATION BOARD LAYER SHALL BE FILLED WITH SLIVERS OF INSULATION OR AN APPROVED SPRAY FOAM.
- F. NAILS, SCREWS, OR ANY OTHER TYPE OF NONTHERMAL MECHANICAL FASTENER SHALL NOT BE USED.
- G. EXPANSION JOINTS ARE REQUIRED IN THE EIFS WHERE THEY EXIST IN THE SUBSTRATE. WHERE THE EIFS ADJOINS DISSIMILAR CONSTRUCTION, AND AT FLOOR LINES IN MULTILEVEL WOOD FRAME CONSTRUCTION, THE EIFS SHALL TERMINATE AT THE EXPANSION JOINT TO PROVIDE APPROPRIATE JOINT SIZE (SEE DETAILS) AND ALL BOARD EDGES SHALL BE COATED WITH APPROPRIATE GROUND COAT AND MESH IN ACCORDANCE WITH STANDARD "BACKWRAPPING" PROCEDURE. APPROPRIATE SEALANT/PRIMER AND BACKER SHALL BE INSTALLED AFTER GROUND COAT IS FULLY DRY TO PREVENT ANY WATER FORM GETTING INTO OR BEHIND THE SYSTEM.
- H. USE OF PLASTIC OR METAL CORNER BEADS, STOPBEADS, ETC., IS FORBIDDEN.
- I. APPLY APPROPRIATE GROUND COAT OVER THE INSULATION BOARD WITH PROPER SPRAY EQUIPMENT OR A STAINLESS STEEL TROWEL TO A UNIFORM THICKNESS OF APPROXIMATELY 1/16". WORK HORIZONTALLY OR VERTICALLY IN STRIPS OF 40", AND IMMEDIATELY EMBED STANDARD REINFORCING MESH INTO THE WET GROUND COAT. THE MESH SHALL BE DOUBLE WRAPPED AT ALL CORNERS AND OVERLAPPED NOT LESS THAN 2-1/2" AT MESH JOINTS. AVOID WRINKLES IN THE MESH. THE FINISH THICKNESS OF THE GROUND COAT SHALL BE SUCH THAT THE MESH IS FULLY EMBEDDED. ALLOW GROUND COAT TO THOROUGHLY DRY BEFORE APPLYING PRIMER OR FINISH.
- J. DUPLICATE INSTALLATION PROCESS NOTED IN 3.01 M USING STANDARD MESH CREATING SECOND MESH LAYER AND ADDITIONAL IMPACT RESISTANCE. ALLOW TO DRY BEFORE APPLICATION OF EITHER STO PRIMER (OPTIONAL) OR STO FINISH.
- K. IF A PRIMER IS USED, APPLY WITH BRUSH, ROLLER OR PROPER SPRAY EQUIPMENT OVER CLEAN, DRY GROUND COAT AND ALLOW TO DRY THOROUGHLY BEFORE APPLYING FINISH. P. APPLY FINISH DIRECTLY OVER THE GROUND COAT OR PRIMER (GROUND COAT) ONLY AFTER THE GROUND COAT/PRIMER HAS THOROUGHLY DRIED. THE FINISH SHALL BE APPLIED BY SPRAYING, ROLLING OR TROWELING WITH A STAINLESS STEEL TROWEL, DEPENDING ON FINISH SPECIFIED. GENERAL RULES FOR APPLICATION OF FINISHES ARE AS FOLLOWS:
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2. AVOID APPLICATION IN DIRECT SUNLIGHT.
3. APPLY FINISH IN A CONTINUOUS APPLICATION, ALWAYS WORKING TO A WET EDGE.
4. WEATHER CONDITIONS AFFECT APPLICATION AND DRYING TIME. HOT OR DRY CONDITIONS LIMIT WORKING TIME AND ACCELERATE DRYING AND MAY REQUIRE ADJUSTMENTS IN THE SCHEDULING OF WORK TO ACHIEVE DESIRED RESULTS; COOL OR DAMP CONDITIONS EXTEND WORKING TIME AND RETARD DRYING AND MAY REQUIRE ADDED MEASURES OF PROTECTION AGAINST WIND, DUST, DIRT, RAIN AND FREEZING.
5. AESTHETIC "U"-GROOVES MAY BE DESIGNED INTO THE SYSTEM. (A MINIMUM OF 3/4" INSULATION BOARD MUST BE LEFT AFTER ANY GROOVES ARE CUT).
6. "R" (RILLED TEXTURE) FINISHES MUST BE FLOATED WITH A PLASTIC TROWEL TO ACHIEVE THEIR RILLED TEXTURE.
7. AVOID INSTALLING SEPARATE BATCHES OF FINISH SIDE-BY-SIDE.
8. APPLY FINISH COLOR TO EIFS MIX AND APPLY TO WALL COLOR TO MATCH EXTERIOR FINISH SCHEDULE COLORS.
- L. EXTERIOR INSULATION AND FINISH TEXTURE SYSTEM: APPLY HIGH IMPACT SYSTEM ADJACENT TO DOORS FOR ADDITIONAL IMPACT RESISTANCE, USING INTERMEDIATE MESH. USE THE STANDARD SYSTEM SPECIFICATIONS AT ALL OTHER LOCATIONS.

- 2.11 JOB MIXED INGREDIENTS
- A. PORTLAND CEMENT: ASTM C 150, TYPE I.
- B. WATER: CLEAN AND POTABLE.
- PART 3 EXECUTION
- A. UNDER NO CIRCUMSTANCES SHALL ANY OF THE PRODUCTS BE ALTERED BY ADDING ANY ADDITIVES, EXCEPT FOR SMALL AMOUNTS OF CLEAN WATER AS DIRECTED ON LABEL. ANTIFREEZE, ACCELERATORS, RAPID BINDERS, ETC. ARE FORBIDDEN.
- B. THE SURFACE TO RECEIVE THE EIFS SHALL BE STRUCTURALLY SOUND, CLEAN, DRY AND FREE OF WARPAGE, RESIDUAL MOISTURE OR DAMAGE FROM MOISTURE. SURFACES SHALL BE UNIFORM, WITH NO IRREGULARITIES GREATER THAN 1/8" in 4'-0". SURFACES SHALL BE INSPECTED FOR COMPLIANCE WITH THE FOLLOWING REQUIREMENTS PRIOR TO INSTALLATION OF THE EIFS.
1. PLYWOOD SHEATHING SHALL MEET A.P.A. (AMERICAN PLYWOOD ASSOCIATION) REQUIREMENTS FOR EXTERIOR OR EXPOSURE 1 CLASSIFICATION. APA DESIGN AND CONSTRUCTION GUIDELINES SHALL BE FOLLOWED FOR STORAGE, HANDLING AND INSTALLATION. MANUFACTURER'S PUBLISHED RECOMMENDATIONS SHALL BE FOLLOWED FOR SHALL BE FOLLOWED FOR STORAGE, HANDLING, STORAGE, HANDLING, INSTALLATION AND PROTECTION. ANY SHEATHING NOT IN COMPLIANCE SHALL BE REPLACED TO CONFORM WITH SPECIFICATION REQUIREMENTS PRIOR TO INSTALLATION OF THE EIFS.
2. CONCRETE, MASONRY OR PLASTER SURFACES SHALL BE PROPERLY CURED AND FREE OF DIRT, DUST, OIL, GREASE, MILDEW, FUNGUS, LATENCY, PAINT, EFFLORESCENCE AND ANY OTHER CONTAMINANT. ANY SURFACES NOT IN COMPLIANCE SHALL BE CORRECTED PER MANUFACT. RECOMMENDATIONS PRIOR TO INSTALLATION OF THE EIFS.
- C. AFTER SATISFACTORY INSPECTION OF SURFACES AND CORRECTION OF ANY DEVIATIONS FROM SPECIFICATION REQUIREMENTS, THE EIFS INSTALLATION MAY BEGIN PER MANUFACTURER'S INSTRUCTIONS.
- D. THE STARTER STRIP OF MESH SHALL BE WIDE ENOUGH TO ADHERE 4" OF MESH ONTO THE WALL. BE ABLE TO WRAP AROUND THE BOARD EDGE AND COVER APPROXIMATELY 4" ON THE OUTSIDE SURFACE OF THE BOARD. THIS "BACKWRAP" PROCEDURE SHALL BE FOLLOWED AT ALL EXPOSED BOARD EDGES IN ACCORDANCE WITH DETAILS (EXAMPLE-WINDOW AND DOOR HEADS AND JAMBS). ALL AREAS WHERE THE EIFS MEETS DISSIMILAR MATERIAL OR TERMINATES (FOR EXAMPLE, WINDOW AND DOOR FRAMES) SHALL HAVE THE INSULATION BOARD CUT BACK FROM THE ADJOINING MATERIAL A MINIMUM OF 1/4" TO FORM AN ISOLATION JOINT.
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- J. DUPLICATE INSTALLATION PROCESS NOTED IN 3.01 M USING STANDARD MESH CREATING SECOND MESH LAYER AND ADDITIONAL IMPACT RESISTANCE. ALLOW TO DRY BEFORE APPLICATION OF EITHER STO PRIMER (OPTIONAL) OR STO FINISH.
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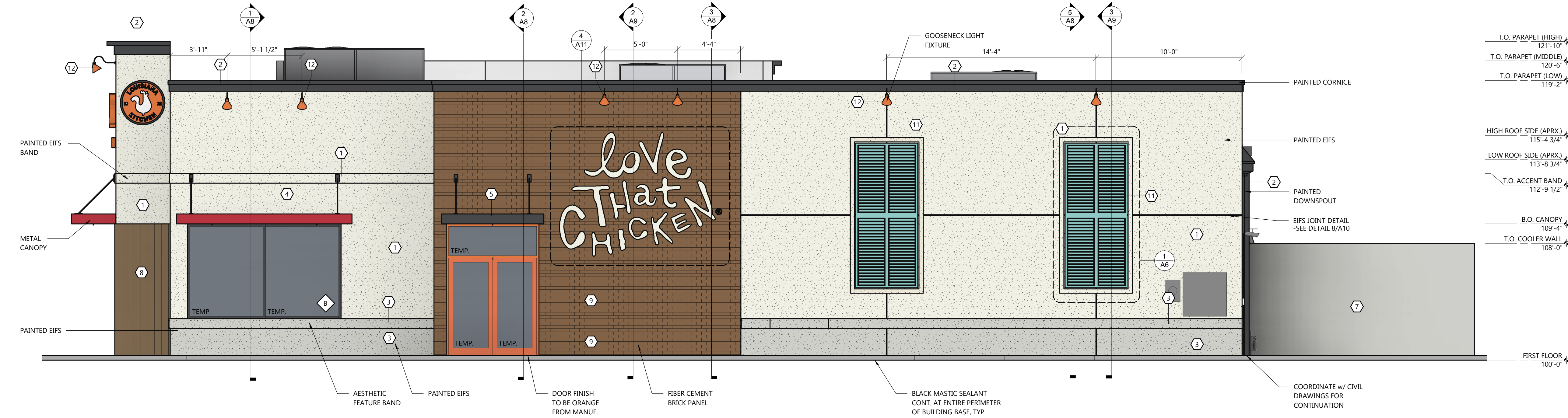
- 2.12 JOB MIXED INGREDIENTS
- A. PORTLAND CEMENT: ASTM C 150, TYPE I.
- B. WATER: CLEAN AND POTABLE.
- PART 3 EXECUTION
- A. UNDER NO CIRCUMSTANCES SHALL ANY OF THE PRODUCTS BE ALTERED BY ADDING ANY ADDITIVES, EXCEPT FOR SMALL AMOUNTS OF CLEAN WATER AS DIRECTED ON LABEL. ANTIFREEZE, ACCELERATORS, RAPID BINDERS, ETC. ARE FORBIDDEN.
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- L. EXTERIOR INSULATION AND FINISH TEXTURE SYSTEM: APPLY HIGH IMPACT SYSTEM ADJACENT TO DOORS FOR ADDITIONAL IMPACT RESISTANCE, USING INTERMEDIATE MESH. USE THE STANDARD SYSTEM SPECIFICATIONS AT ALL OTHER LOCATIONS.

- 2.13 JOB MIXED INGREDIENTS
- A. PORTLAND CEMENT: ASTM C 150, TYPE I.
- B. WATER: CLEAN AND POTABLE.
- PART 3 EXECUTION
- A. UNDER NO CIRCUMSTANCES SHALL ANY OF THE PRODUCTS BE ALTERED BY ADDING ANY ADDITIVES, EXCEPT FOR SMALL AMOUNTS OF CLEAN WATER AS DIRECTED ON LABEL. ANTIFREEZE, ACCELERATORS, RAPID BINDERS, ETC. ARE FORBIDDEN.
- B. THE SURFACE TO RECEIVE THE EIFS SHALL BE STRUCTURALLY SOUND, CLEAN, DRY AND FREE OF WARPAGE, RESIDUAL MOISTURE OR DAMAGE FROM MOISTURE. SURFACES SHALL BE UNIFORM, WITH NO IRREGULARITIES GREATER THAN 1/8" in 4'-0". SURFACES SHALL BE INSPECTED FOR COMPLIANCE WITH THE FOLLOWING REQUIREMENTS PRIOR TO INSTALLATION OF THE EIFS.
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2. CONCRETE, MASONRY OR PLASTER SURFACES SHALL BE PROPERLY CURED AND FREE OF DIRT, DUST, OIL, GREASE, MILDEW, FUNGUS, LATENCY, PAINT, EFFLORESCENCE AND ANY OTHER CONTAMINANT. ANY SURFACES NOT IN COMPLIANCE SHALL BE CORRECTED PER MANUFACT. RECOMMENDATIONS PRIOR TO INSTALLATION OF THE EIFS.
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- F. NAILS, SCREWS, OR ANY OTHER TYPE OF NONTHERMAL MECHANICAL FASTENER SHALL NOT BE USED.
- G. EXPANSION JOINTS ARE REQUIRED IN THE EIFS WHERE THEY EXIST IN THE SUBSTRATE. WHERE THE



DRIVE THRU ELEVATION

SCALE: 1/4" = 1'-0"



MAIN ENTRY ELEVATION

SCALE: 1/4" = 1'-0"

SPECIFICATIONS

SECTION TITLE
ALUMINUM - FRAMED ENTRANCES AND STOREFRONTS
YKK AP PRODUCT SERIES YKK AP YES 45 FS/FT SERIES
PART 1 GENERAL
1. SECTION INCLUDES: ALUMINUM STOREFRONT, INCLUDING:
1.1. YKK AP SERIES YES 45 FT STOREFRONT SYSTEM (INSULATING GLAZING)
1.2. RELATED SECTIONS:
1.2.1. SINGLE SOURCE REQUIREMENT: ALL PRODUCTS LISTED BELOW SHALL BE BY THE SAME MANUFACTURER.
2. SYSTEM PERFORMANCE DESCRIPTION
2.1. PERFORMANCE REQUIREMENTS: PROVIDE ALUMINUM STOREFRONT SYSTEMS THAT COMPLY WITH PERFORMANCE REQUIREMENTS INDICATED, AS DEMONSTRATED BY TESTING MANUFACTURER'S ASSEMBLIES IN ACCORDANCE WITH TEST METHOD INDICATED.
2.2. AIR INFILTRATION: WHEN TESTED IN ACCORDANCE WITH ASTM E 283 AT DIFFERENTIAL STATIC PRESSURE OF 6.24 PSF (299 PA), COMPLETED STOREFRONT SYSTEMS SHALL HAVE MAXIMUM ALLOWABLE INFILTRATION OF:
2.2.1. 0.06 CFM/FT² (1.10 M³/H · M) FOR YES 45 FT SYSTEMS.
2.3. WATER INFILTRATION: NO UNCONTROLLED WATER WHEN TESTED IN ACCORDANCE WITH ASTM E 331 AT TEST PRESSURE DIFFERENTIAL OF:
2.3.1. 10 PSF (479 PA) FOR YES 45 FT SYSTEMS. (OR WHEN REQUIRED, FIELD TESTED IN ACCORDANCE WITH AAMA 503). FASTENER HEADS MUST BE SEATED AND SEALED AGAINST SILL FLASHING ON ANY FASTENERS THAT PENETRATE THROUGH THE SILL FLASHING.
2.4. WIND LOADS: COMPLETED STOREFRONT SYSTEM SHALL WITHSTAND WIND PRESSURE LOADS NORMAL TO WALL PLANE INDICATED:
2.4.1. EXTERIOR WALLS:
2.4.1.1. POSITIVE PRESSURE: PER LOCAL CODE.
2.4.1.2. NEGATIVE PRESSURE: PER LOCAL CODE.
2.4.1.3. INTERIOR WALLS (PRESSURE ACTING IN EITHER DIRECTION): PER LOCAL CODE.
2.5. DEFLECTION: MAXIMUM ALLOWABLE DEFLECTION IN ANY MEMBER WHEN TESTED IN ACCORDANCE WITH ASTM E 330 WITH ALLOWABLE STRESS IN ACCORDANCE WITH AA SPECIFICATIONS FOR ALUMINUM STRUCTURES.
2.6. THERMAL MOVEMENT: PROVIDE FOR THERMAL MOVEMENT CAUSED BY 180 DEGREES F (82.2 DEGREES C) SURFACE TEMPERATURE, WITHOUT CAUSING BUCKLING STRESSES ON GLASS, JOINT SEAL FAILURE, UNDE STRESS ON STRUCTURAL ELEMENTS, DAMAGING LOADS ON FASTENERS, REDUCTION OF PERFORMANCE, OR DETRIMENTAL EFFECTS.
2.7. THERMAL PERFORMANCE: WHEN TESTED IN ACCORDANCE WITH AAMA 1503.1 AND NFRC 100.
2.7.1. CONDENSATION RESISTANCE FACTOR (CRF F): A MINIMUM OF 44 FOR YES 45 FT SYSTEMS.
2.7.2. THERMAL TRANSMITTANCE U-VALUE: 0.51 BTU/H·FT²·°F OR LESS FOR YES 45 FT SYSTEMS.
NOTE: THERMAL PERFORMANCE FOR THE GLAZED SYSTEM AS A WHOLE WILL BE AFFECTED BY THE CHARACTERISTICS OF THE GLASS SPECIFIED.
SUBMITTALS
2.1. GENERAL: PREPARE, REVIEW, APPROVE, AND SUBMIT SPECIFIED SUBMITTALS IN ACCORDANCE WITH "CONDITIONS OF THE CONTRACT" AND DIVISION 1 SUBMITTALS SECTIONS. PRODUCT DATA, SHOP DRAWINGS, SAMPLES, AND SIMILAR SUBMITTALS ARE DEFINED IN "CONDITIONS OF THE CONTRACT."
2.2. PRODUCT DATA: SUBMIT PRODUCT DATA FOR EACH TYPE STOREFRONT SERIES SPECIFIED AS REQUIRED BY THE ARCHITECT OF RECORD.

2.3. SUBSTITUTIONS: WHENEVER SUBSTITUTE PRODUCTS ARE TO BE CONSIDERED, SUPPORTING TECHNICAL DATA, SAMPLES, AND TEST REPORTS MUST BE SUBMITTED TEN (10) WORKING DAYS PRIOR TO BID DATE IN ORDER TO MAKE A VALID COMPARISON.
2.4. SHOP DRAWINGS: PROVIDE TO THE ARCHITECT OF RECORD IF REQUESTED, SHOP DRAWINGS SHOWING LAYOUT, PROFILES, AND PRODUCT COMPONENTS, INCLUDING ANCHORAGE, ACCESSORIES, FINISH COLORS AND TEXTURES.
2.5. QUALITY ASSURANCE / CONTROL SUBMITTALS:
2.5.1. TEST REPORTS: SUBMIT CERTIFIED TEST REPORTS SHOWING COMPLIANCE WITH SPECIFIED PERFORMANCE CHARACTERISTICS AND PHYSICAL PROPERTIES IF REQUIRED BY THE LOCAL PERMITTING AUTHORITY.
2.6. CLOSEOUT SUBMITTALS:
2.6.1. WARRANTY: SUBMIT WARRANTY DOCUMENTS SPECIFIED HEREIN.
QUALITY ASSURANCE
1. QUALIFICATIONS:
1.1. INSTALLER QUALIFICATIONS: INSTALLER EXPERIENCED (AS DETERMINED BY CONTRACTOR) TO PERFORM WORK OF THIS SECTION WHO HAS SPECIALIZED IN THE INSTALLATION OF WORK SIMILAR TO THAT REQUIRED FOR THIS PROJECT. IF REQUESTED BY OWNER, SUBMIT REFERENCE LIST OF COMPLETED PROJECTS.
2.2. PRE-INSTALLATION MEETINGS: CONDUCT PRE-INSTALLATION MEETING TO VERIFY PROJECT REQUIREMENTS, SUBSTRATE CONDITIONS, MANUFACTURER'S INSTALLATION INSTRUCTIONS, AND MANUFACTURER'S WARRANTY REQUIREMENTS.
3. PROJECT CONDITIONS / SITE CONDITIONS:
3.1. FIELD MEASUREMENTS: VERIFY ACTUAL MEASUREMENTS / OPENINGS BY FIELD MEASUREMENTS BEFORE FABRICATION; RETAIN RECORDED MEASUREMENTS ON SHOP DRAWINGS. COORDINATE FIELD MEASUREMENTS, FABRICATION SCHEDULE WITH CONSTRUCTION PROGRESS TO AVOID CONSTRUCTION DELAYS.
4. WARRANTY
4.1. PROJECT WARRANTY: REFER TO "CONDITIONS OF THE CONTRACT" FOR PROJECT WARRANTY PROVISIONS.
4.2. MANUFACTURER'S WARRANTY: SUBMIT, FOR OWNER'S ACCEPTANCE, MANUFACTURER'S STANDARD WARRANTY DOCUMENT EXECUTED BY AN AUTHORIZED COMPANY OFFICIAL.
4.3. WARRANTY PERIOD: MANUFACTURER'S ONE (1) YEAR STANDARD WARRANTY COMMENCING ON THE SUBSTANTIAL DATE OF COMPLETION FOR THE PROJECT PROVIDED THAT THE WARRANTY, IN NO EVENT, SHALL START LATER THAN SIX (6) MONTHS FROM THE DATE OF SHIPMENT BY YKK AP AMERICA INC. EDITOR NOTE: LONGER WARRANTY PERIODS ARE AVAILABLE AT ADDITIONAL COST.
5. PART 2 PRODUCTS
5.1. MANUFACTURERS (ACCEPTABLE MANUFACTURERS/PRODUCTS)
5.2. ACCEPTABLE MANUFACTURERS: YKK AP AMERICA INC.
5.3. STOREFRONT SYSTEM: YKK AP YES 45 FT STOREFRONT SYSTEM.
6. COLORS: AS SPECIFIED BY POPEYES LOUISIANA KITCHEN.

INSTALLATION
1. GENERAL: INSTALL MANUFACTURER'S SYSTEM IN ACCORDANCE WITH SHOP DRAWINGS, AND WITHIN SPECIFIED TOLERANCES.
2. PROTECT ALUMINUM MEMBERS IN CONTACT WITH MASONRY, STEEL, CONCRETE, OR DISSIMILAR MATERIALS USING NYLON PADS OR BITUMINOUS COATING.

3. SHIM AND BRACE ALUMINUM SYSTEM BEFORE ANCHORING TO STRUCTURE.
4. SHIM AND BRACE ALUMINUM SYSTEM BEFORE ANCHORING TO STRUCTURE.
5. PROVIDE SILL FLASHING AT EXTERIOR STOREFRONT SYSTEMS. EXTEND EXTRUDED FLASHING CONTINUOUS WITH SPLICE JOINTS; SET IN CONTINUOUS BEADS OF SEALANT.
6. VERIFY STOREFRONT SYSTEM ALLOWS WATER ENTERING SYSTEM TO BE COLLECTED IN GUTTERS AND WEPT TO EXTERIOR. VERIFY METAL JOINTS ARE SEALED IN ACCORDANCE WITH MANUFACTURERS INSTALLATION INSTRUCTIONS.
SECTION 80: GLAZING
GENERAL PROVISIONS
1. SCOPE: FURNISH AND INSTALL GLASS IN STOREFRONT AND DRIVE-THRU SERVICE WINDOW.
2. QUALITY CONTROL: ALL GLASS BROKEN DURING INSTALLATION OR DURING CONSTRUCTION PRIOR TO FINAL DELIVERY OF THE BUILDING TO THE OWNER SHALL BE REPLACED AT NO ADDITIONAL EXPENSE TO THE OWNER. GLASS SHOULD BE DELIVERED WITH LABELS PROMINENTLY DISPLAYED AND THEY SHALL BE LEFT IN PLACE UNTIL THE OWNER'S REPRESENTATIVE INSPECTS IT.
3. DEFINITIONS:
SURFACE 1 - EXTERIOR SURFACE OF THE OUTER GLASS LITE.
SURFACE 2 - INTERSPACE SURFACE OF THE OUTER GLASS LITE.
SURFACE 3 - INTERSPACE SURFACE OF THE INNER GLASS LITE.
SURFACE 4 - INTERIOR SURFACE OF THE INNER GLASS LITE.
MATERIALS
1. ALL PLATE GLASS SHALL BE 1/4" POLISHED PLATE SET IN ACCORDANCE WITH DETAILS.
2. ALL GLASS PANES INDICATED ON THE DRAWINGS AS TEMPERED GLASS SHALL BE 1/4" TEMPERED SAFETY PLATE. GLASS IN ALL DOORS SHALL BE ONE PLANE OF 1/4" TEMPERED SAFETY PLATE.
3. INSULATED GLASS SHALL BE 1" OVERALL THICKNESS, 1/2" AIR SPACE WITH (2) TWO PANES OF 1/4" GLASS.
SURFACE 1: HIGH PERFORMANCE TINT (BRONZE)
AIR SPACE: 1/2" (AIR FIL)
SURFACE 3: LOW-E FILM - SOLARBAN 60 OR EQUAL
TOTAL ASSEMBLY TO PROVIDE 20% VISIBLE LIGHT TRANSMITTANCE.
THE APPROPRIATE BRONZE TINT SHALL BE PROVIDED ACCORDINGLY TO MEET THE REQUIRED VALUE.
PERFORMANCE
1. INSTALLATION: INSTALL GLAZING WITH MANUFACTURER'S INSTRUCTIONS TO PROVIDE COMPLIANCE WITH LOCAL CODE REQUIREMENTS INCLUDING WIND RESISTANCE, 25 PSF MIN. SNOW LOAD, 20 PSF MIN. GLAZING PANELS SHALL BE INSTALLED.
ULTRA VIOLET DEGRADATION LEVELS ARE TO MEET MANUFACTURER'S REQUIREMENTS TO VALIDATE MATERIALS REPLACEMENT WARRANTY.
2. ALLOW FOR 1/4" MINIMUM HEAD DEFLECTION DUE TO LIVE LOAD.
3. GUARANTEES AND WARRANTIES: AT THE COMPLETION OF THE GLAZING, PROVE THE INSTALLATION WATERTIGHT BY SPRAYING ALL JOINTS WITH A GARDEN HOSE WITH NOZZLE SET FOR MAXIMUM PRESSURE. PROVIDE ADDITIONAL CAULKING OR SEALANT, OR RESET GLASS AS NECESSARY TO EFFECT A WATERTIGHT JOB.

DRIVE THRU SPECIFICATIONS

DRIVE THRU WINDOW - QUIKSERV
MODEL # BP-7241E - STANDARD INSTALLATION
MODEL # BP-7241E-IP - HIGH WIND ZONE AS DETERMINED BY THE LOCAL BUILDING CODE

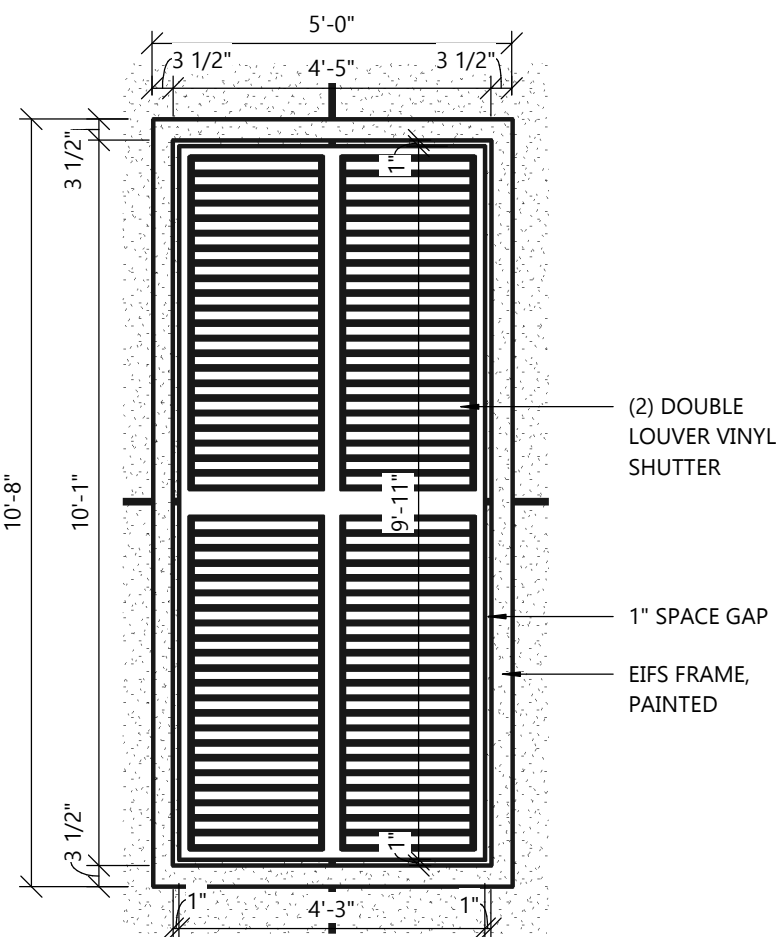
GENERAL NOTES:
ACTUAL DIMENSIONS: 72" (W) x 27" (H)
ROUGH OPENING 72 1/2" (W) x 41 1/2" (H)
1) EYE SET TO BE MOUNTED DIRECTLY BELOW THE SERVICE OPENING. BAR TO BE MOUNTED ON THE WALL.
2) ANCHOR SCREWS TO BE SUPPLIED BY THE CONTRACTOR.
3) JUNCTION BOX TO BE SUPPLIED BY CONTRACTOR.
4) VERIFY COLOR WITH OWNER

INSTALLATION:
1) QUIKSERV WINDOWS MUST BE INSTALLED LEVEL AND SQUARE TO WORK PROPERLY.
2) ANCHOR ACCORDING TO THE LOCAL BUILDING CODE ANCHOR SCHEDULE.
3) 115V/15 AMP. DEDICATED CIRCUIT FEATURE.
4) RECOMMENDED HEIGHT FROM FLOOR TO SERVICE OPENING TO BE 36". (CHECK FOR ANY LOCAL CODES OR CITY CODES).
5) SILICONE ALL EXTERIOR AND INTERIOR JOINTS.
6) ALL OTHER TYPES OF ANCHORING TO BE APPROVED BY CERTIFIED ENGINEER.

SHUTTER MANUFACTURER
SHUTTER CONTRACTOR
MODEL L-2 VINYL PHONE 1-800-734-8368
WWW.SHUTTERCONTRACTOR.COM

EXTERIOR MATERIALS & FINISH SCHEDULE

BENJAMIN MOORE CONTACT: CONTACT: RODGER LIPPMAN, ARCHITECTURAL ACCOUNT EXECUTIVE PHONE: (800) 344-0400 EXT. 5240 EMAIL: rodder.lippman@benjaminmoore.com	
1	MAIN WALL SURFACE ABOVE WAINSCOT ACCENT TRIM BENJAMIN MOORE "WHITE" OC-125 MOONLIGHT WHITE
2	PARAPET TRIM BENJAMIN MOORE "BLACK" 2120-20 BLACK IRON
3	WAINSCOT ACCENT TRIM & BELOW BENJAMIN MOORE "GRAY" HC-170 STONINGTON GRAY
4	ALUMINUM ACCENT BAND & CANOPY BENJAMIN MOORE "RED" 2086-10 EXOTIC RED
5	DRIVE THRU WINDOW CANOPY PRIMER: PRO INDUSTRIAL PRO-CRYL PRIMER B66-310 PAINT: PRO INDUSTRIAL HIGH PERFORMANCE ACRYLIC B66-660 EGGSHELL FACTORY FINISH BLACK
6	DUMPSTER GATES PRIMER: PRO INDUSTRIAL PRO-CRYL PRIMER B66-310 PAINT: PRO INDUSTRIAL HIGH PERFORMANCE ACRYLIC B66-600 GLOSS FACTORY FINISH BLACK
7	FREEZER/COOLER WALLS & DUMPSTER WALLS BENJAMIN MOORE "GRAY" HC-170 STONINGTON GRAY (VERIFY W/ OWNER)
8	EXTERIOR WALLS @ FREEZER/COOLER NICHHA VINTAGE WOOD CEDAR
9	EXTERIOR TOWERS NICHHA VINTAGE BRICK ALEXANDRIA BUFF
10	EXTERIOR DOOR BENJAMIN MOORE "DARK GRAY" 2133-20 BLACK JACK
11	BENJAMIN MOORE "TEAL" OC-669 OCEANIC TEAL
12	SHERWIN WILLIAMS "ORANGE" SW 6886 INVIGORATE
ALL EXTERIOR WALLS BENJAMIN MOORE - 2 COATS ON FULL FACADE SURFACE ALIPHATIC ACRYLIC URETHANE - CLEAR GLOSS ANTI-GRAFFITI PAINT M74-00 / M75	



1 ENLARGED SHUTTER

SCALE: 3/8" = 1'-0"

EXCEL
ARCHITECTS • ENGINEERS • SURVEYORS
Always a Better Plan
100 Camelot Drive
Fond Du Lac, WI 54935
Phone: (920) 926-9800
www.EXCELENGINEER.com

COLLABORATION

LOUISIANA KITCHEN

PROJECT INFORMATION

PROPOSED BUILDING FOR:
POPEYES LOUISIANA KITCHEN
1979 MAIN STREET • GREEN BAY, WI 54302

PROFESSIONAL SEAL

SHEET DATES

SHEET ISSUE MAR. 12, 2021

REVISIONS

NO.	DESCRIPTION

JOB NUMBER

2051360

SHEET NUMBER

A6

From: [Matt Mrochinski](#)
To: [Paul Neumeyer](#)
Cc: [Neil Stechschulte](#); [David Buck](#); [Tom Schermerhorn](#); [Jason Daye](#); [James Burkhardt](#); [Dustin Salter](#); [Brian Smith](#); [Marc Rodriguez](#); [Zvi Yonatan @ Milwaukee](#); [Lisa Van Handel](#)
Subject: RE: Popeye's 1979 Main St - Green Bay
Date: Thursday, April 8, 2021 1:35:14 PM
Attachments: [image001.png](#)
[image002.png](#)

Hi Paul,

Thank you for the follow-up email and for providing the meeting information below. We already have communicated this information with our client; they have indicated they have no intent to subdivide the subject property and it will remain one parcel. That being said, it is our hope staff will reconsider its recommendation and the CUP could be approved conditioned upon staff receipt, review, and approval of the TIA and any information to address staff concerns regarding the balance of the property once the Popeyes has been constructed.

We appreciate your consideration of the above and look forward to working with the City towards the required approvals so this development can move forward.

Thank you.

Matt Mrochinski

Project Coordinator
920.322.1593 direct

From: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>
Sent: Thursday, April 8, 2021 1:18 PM
To: Matt Mrochinski <matt.m@ExcelEngineer.com>
Cc: Neil Stechschulte <Neil.Stechschulte@greenbaywi.gov>; David Buck <David.Buck@greenbaywi.gov>
Subject: Popeye's 1979 Main St - Green Bay

{EXTERNAL EMAIL}

Matt:

Per our discussion Thursday morning, our staff will be recommending that the request for the Conditional Use Permit (CUP) for the drive-through restaurant be tabled to allow for further information related to the Traffic Impact Analysis (TIA) and that consideration is given by the applicant regarding the future zoning and land use(s) of the balance of the property. As a result, our staff will be holding the request for variance to the Board of Appeals as the proposed use is not approved as part of the CUP.

I have provided the link to the Plan Commission meeting scheduled for Monday, April 12 at 6:00 pm here:

Join Zoom Meeting

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSlZGZ1FjcmlpWnZlOEVnUT09>

Meeting ID: 841 3767 5822

Passcode: 483400

One tap mobile

+13126266799,,84137675822# US (Chicago)

+16468769923,,84137675822# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 646 876 9923 US (New York)

+1 301 715 8592 US (Washington DC)

+1 408 638 0968 US (San Jose)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 841 3767 5822

Find your local number: <https://us02web.zoom.us/j/kc8xd2MWP>

Let me know if you have any questions.

Best Regards,

Paul Neumeyer

Zoning Administrator

City of Green Bay Department of

Community and Economic Development

100 North Jefferson St., Room 608

Green Bay, WI 54301-5026

Paul.Neumeyer@greenbaywi.gov

920.448.3405

www.greenbaywi.gov



From: Matt Mrochinski [<mailto:matt.m@ExcelEngineer.com>]

Sent: Wednesday, April 7, 2021 9:41 AM

To: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>

Subject: FW: Variance Submittal-Popeyes 1979 Main St-2051360

Hi Paul.

Tanya forwarded your email to me (below). We are working remotely for at least the remainder of the week. I can be reached at 920-904-5472 when you have time to discuss.

Thank you.

Matt Mrochinski

Project Coordinator
920.322.1593 direct

From: Tanya Biermann <tanya.b@ExcelEngineer.com>
Sent: Wednesday, April 7, 2021 9:38 AM
To: Lisa Van Handel <lisa.v@ExcelEngineer.com>; Matt Mrochinski <matt.m@ExcelEngineer.com>
Subject: FW: Variance Submittal-Popeyes 1979 Main St-2051360

FYI

Tanya Biermann

Civil Administrative Assistant
Direct: 920-926-3115

From: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>
Sent: Wednesday, April 7, 2021 9:08 AM
To: Tanya Biermann <tanya.b@ExcelEngineer.com>
Subject: RE: Variance Submittal-Popeyes 1979 Main St-2051360

{EXTERNAL EMAIL}

I'm going to reach out to Matt to discuss. Thanks.

From: Tanya Biermann [<mailto:tanya.b@ExcelEngineer.com>]
Sent: Wednesday, April 7, 2021 9:03 AM
To: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>
Subject: RE: Variance Submittal-Popeyes 1979 Main St-2051360

Great thanks! Can you also then confirm that this will be on the Planning and Zoning Board of Appeals agenda on April 19th?

Tanya Biermann

Civil Administrative Assistant
Direct: 920-926-3115

From: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>
Sent: Wednesday, April 7, 2021 9:01 AM
To: Tanya Biermann <tanya.b@ExcelEngineer.com>
Subject: RE: Variance Submittal-Popeyes 1979 Main St-2051360

{EXTERNAL EMAIL}

Tanya:

Yes, I have all of the documentation.

Best Regards,

Paul Neumeyer

Zoning Administrator

City of Green Bay Department of
Community and Economic Development

100 North Jefferson St., Room 608

Green Bay, WI 54301-5026

Paul.Neumeyer@greenbaywi.gov

920.448.3405

www.greenbaywi.gov



From: Tanya Biermann [<mailto:tanya.b@ExcelEngineer.com>]

Sent: Wednesday, April 7, 2021 7:44 AM

To: Paul Neumeyer <Paul.Neumeyer@greenbaywi.gov>

Subject: RE: Variance Submittal-Popeyes 1979 Main St-2051360

Good morning Paul,

I'm just checking in this morning to make sure you received the submittal below and were able to access the documents. Please let me know if you need anything else.

Thanks!

Tanya Biermann

Civil Administrative Assistant

Direct: 920-926-3115

From: Tanya Biermann

Sent: Monday, April 5, 2021 2:17 PM

To: paulne@greenbaywi.gov

Cc: Brian Smith <bsmith@smitcoinc.com>; Marc Rodriguez <MRodriguez@smitcoinc.com>; Jason

Daye <jason.d@ExcelEngineer.com>; Dustin Salter <dustin.s@ExcelEngineer.com>; Tom

Schermerhorn <tom.s@ExcelEngineer.com>; James Burkhardt <james.b@ExcelEngineer.com>; Matt

Mrochinski <matt.m@ExcelEngineer.com>; Lisa Van Handel <lisa.v@ExcelEngineer.com>

Subject: Variance Submittal-Popeyes 1979 Main St-2051360

Citrix Attachments

Expires October 2, 2021

Variance Submittal-Popeyes Green Bay-2051360.zip

2.4 MB

Download Attachments

Tanya Biermann uses Citrix Files to share documents securely.

Good afternoon Paul,

Please accept the attached variance submittal for review. The fee will be paid via the City's online payment site.

Can you please verify that it will be included in the Planning and Zoning Board of Appeals agenda on April, 19, 2021 at 5:30PM? Can you also let us know if the meeting will be held in person and/or virtually?

Thank you!

Tanya Biermann

Civil Administrative Assistant



Excel Engineering
100 Camelot Drive
Fond du Lac, WI 54935
920.926.3115 direct
www.excelengineer.com



Report to the Green Bay Plan Commission

MEETING DATE

April 20, 2021

PREPARED BY

Paul Neumeyer, Staff

AGENDA ITEM # O.4

To authorize a Conditional Use Permit (CUP) for a drive-through facility at 1302 E. Mason Street subject to the following conditions:

- Approval of the variance by the Board of Appeals regarding the F.A.R.
- The drive-through aisle and the direction of traffic flow shall be delineated by signs and pavement markings. Pedestrian cross-walks through the drive aisle shall be clearly marked along the connection to the East Mason Street right-of-way.
- Compliance with all of the regulations of the Green Bay Municipal Code not covered under the Conditional Use Permit, including standard site plan review and approval. (Public Hearing held 04/12/2021)

BACKGROUND

Primary Address: 1302 E. Mason Street

Aldersperson/District: Ald. Bill Galvin/District 4

Reason for Request: To permit a drive-through restaurant.

Surrounding Zoning and Land Uses:

SUBJECT: - General Commercial (C1) - vacant.

NORTH: General Commercial (C1) - Surface parking

SOUTH: Planned Unit Development (PUD) - Multi-family/church

EAST: General Commercial (C1) - Varied, Commercial land uses, Density Residential (R3), low density residential uses

WEST: General Commercial (C1) - Vacant commercial land/single-family home

Comprehensive Plan: The 2022 Smart Growth Plan designates the subject area as Medium Intensity Retail, Office and Housing (MIROH).

Consistency Analysis: While Ch. 66.1001 Wis. Stats. does not specifically require conditional uses to meet the consistency requirement, the proposed conditional use permit is consistent with the comprehensive plan. The proposed use of the subject property is compatible with and is not contradictory to the applicable recommended policy and the future land use map.

Report: The subject property is located along the southeast corner of E. Mason Street and N. Irwin Avenue. The site is comprised of three (3) vacant lots totaling approximately 0.39 acres or 16,465.68 sq. ft. The approval of the request would allow for the construction of a Scooter's coffee drive-through restaurant which, is a 600 sq. ft. building that has no indoor seating.

Access would come from one driveway onto N. Irwin Avenue, additional access may be provided the adjacent commercial property to the east. The proposed site layout does comply with the recently discussed drive-through ordinance modifications, although not applicable as the ordinance has not been adopted. The

City Traffic Engineer has reviewed the project and has stated a Traffic Impact Analysis (TIA) will not be required. A copy of the site plan and a narrative from the applicant is attached within this agenda.

In the review of the Conditional Use Permit (CUP), the Zoning Ordinance Section 12-205(e) establishes seven (7) standards for the Plan Commission to consider when reviewing a CUP:

--The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.

--The establishment of the conditional use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

--The conditional use, its exterior architectural design, and functional plan of any proposed structure will not be injurious to the use of other property in the immediate vicinity nor substantially diminish or impair property values within the surrounding neighborhood. Adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided. Adequate measures have been or will be taken to provide ingress and egress and so designed as to minimize traffic congestion. The conditional use shall have adequate parking facilities as specified in subchapter 13-1700. The conditional use shall, in all other respects, conform to the applicable regulations of the district in which it is located and all other applicable city ordinances.

When considering the request in relation to the standards, planning staff believes there is a deficiency possible disparity with the seventh (7) standard:

Standard 7: The proposed development does not meet the Floor Area Ratio (F.A.R.), the relationship between the gross building square footage and the lot area. The Zoning Code requires a minimum 0.1 coverage, the site as proposed would be approximately 0.04. The F.A.R. is used in assuring that density is met within commercial districts and optimizes land area for tax base. On a separate track, the applicant has also made an application to the Board of Appeals for relief from the F.A.R. standard.

Staff feels the proposed coffee shop is an acceptable land use for the area and provides a neighborhood service. Although the F.A.R. is not being met, staff believes the applicant is appropriate in pursuing a variance based on their circumstances. Alderperson Galvin and adjacent property owners have been notified of the request. As of the drafting of this report, staff has received two informational calls regarding this request.

RECOMMENDATION

Approval of request, subject to:

Approval of the variance by the Board of Appeals regarding the F.A.R.

The drive-through aisle and the direction of traffic flow shall be delineated by signs and pavement markings. Pedestrian cross-walks through the drive aisle shall be clearly marked along the connection to the East Mason Street right-of-way.

Compliance with all of the regulations of the Green Bay Municipal Code not covered under the Conditional Use Permit, including standard site plan review and approval.

FISCAL IMPACT

ATTACHMENTS

1. ZP 21-08 letter
2. Scooter's Coffee Conditional Use Permit Document 032321



Zoning Petition (ZP 21-08)
Proposed Conditional Use Permit (CUP)
1302 East Mason Street

- Subject Area
- 200' Property Owner Notice

0 5,000 10,000
 Feet



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.
 Map prepared by PN

Scooter's Coffee

Conditional Use Permit Request



Southeast Corner East Mason and South Irwin

March 23, 2021

Please find the following written narrative and supporting documents as a request for a conditional use permit at Parcels 17-445, 17-446, and 17-447 at the southeast corner of East Mason and South Irwin for the purpose of constructing and operating a drive-thru coffee shop use.

Hart Family Coffee is seeking to develop the vacant site at East Mason Street and South Irwin Street to create a Scooter's Coffee drive through restaurant. Scooter's has locations in the upper Midwest and is looking to come into the Green Bay market. Hart Family Coffee will serve as a franchisee.

Scooter's Coffee looks to create a single building which serves drive thru based customers. The first site chosen is the southeast corner of East Mason and South Irwin. The site has become an underused surface parking lot, grass field, and ingress/egress easement for the neighboring commercial property to the east.

The site is comprised of three small parcels. All three parcels are currently owned by DMG Green Bay Holdings LLC. The three parcels are located along 1302 East Mason (Parcel 17-445), 1306 East Mason (Parcel 17-446), and 615 South Irwin (Parcel 17-447). The parcel sizes respectively include 0.107 acres, 0.095 acres and 0.176 acres respectively. Added in full the parcels contain 16,420 square feet, 0.38 acres. DMG Green Bay Holdings will be selling all three parcels for the intent of creating one single parcel through a combination CSM.

Scooter's is looking to create an approximately 620 square foot building footprint to serve customers. Existing zoning for the site is C1. A variance has been applied for to meet floor area ratio (FAR) minimum standards for the site. The overall site is 16,420 square feet. The building area is 620 square feet. This results in the FAR at 0.038, rather than the 0.10 minimum for C1 sites.

Operations:

Hart Family Coffee will operate a Scooter's Coffee franchise. Scooter's Coffee has over 300 stores through the nation. This store will be the first in the Northeast Wisconsin market. Scooter's Coffee will provide a dedicated, convenient coffee shop to the east side of Green Bay. Store will be a drive through location, no indoor seating. Service will be provided through the drive through. In light of the traffic and controlled intersection at Irwin, a single ingress/egress point will serve the development off Irwin. This drive will also provide a cross-access easement for Bill's Barber Shop next door at 1312 East Mason.

Scooter's Coffee plans to operate 7 days a week with a handful of employees meeting customers needs. Scooter's Coffee is committed to high-quality drinks, speed of service and a big smile. Store hours have not been set, but typical store hours operate from 6am to 7pm. Scooter's Coffee will offer coffee (naturally), hot drinks, iced drinks, smoothies, teas, and assorted foods.

Timeline:

Pending approvals for a conditional use permit to allow for a drive through approved by Council and variance approved by Planning Board of Appeals; a full site plan including site engineering, detailed lighting, and detailed landscaping will be submitted for full site plan review with the City of Green Bay. Land will be purchased by Hart Family Coffee from existing owners. All three small parcels will combine into a single parcel.

The following items have been attached

Legal description of the three properties

Site Plan for Plan Commission

Elevations

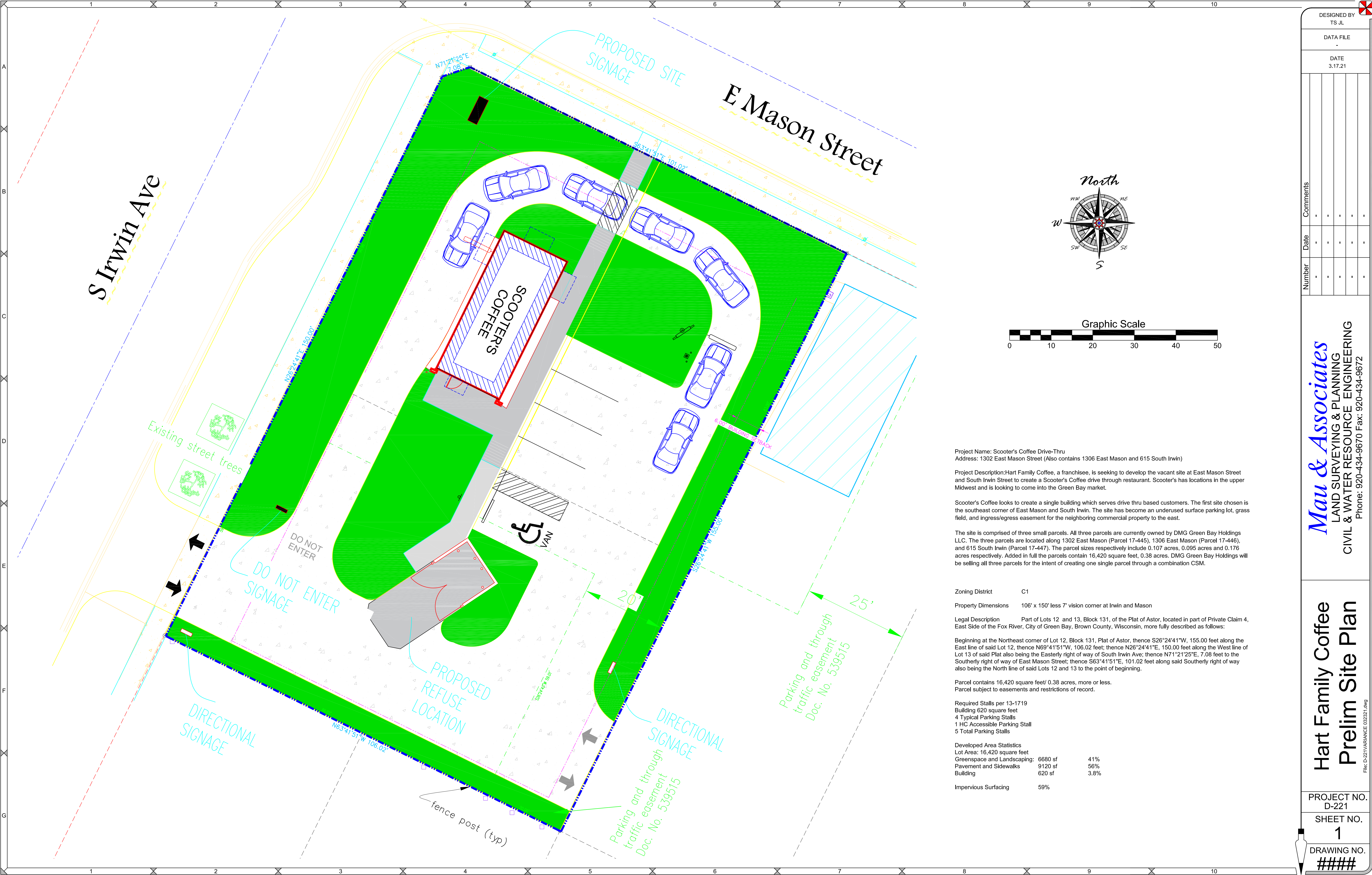
ALTA survey of the existing parcels

Variance Board application materials

Legal Description

Part of Lots 12 and 13, Block 131, of the Plat of Astor, located in part of Private Claim 4, East Side of the Fox River, City of Green Bay, Brown County, Wisconsin, more fully described as follows:

Beginning at the Northeast corner of Lot 12, Block 131, Plat of Astor, thence $S26^{\circ}24'41''W$, 155.00 feet along the East line of said Lot 12, thence $N69^{\circ}41'51''W$, 106.02 feet; thence $N26^{\circ}24'41''E$, 150.00 feet along the West line of Lot 13 of said Plat also being the Easterly right of way of South Irwin Ave; thence $N71^{\circ}21'25''E$, 7.08 feet to the Southerly right of way of East Mason Street; thence $S63^{\circ}41'51''E$, 101.02 feet along said Southerly right of way also being the North line of said Lots 12 and 13 to the point of beginning.



Project Name: Scooter's Coffee Drive-Thru
Address: 1302 East Mason Street (Also contains 1306 East Mason and 615 South Irwin)

Project Description: Hart Family Coffee, a franchisee, is seeking to develop the vacant site at East Mason Street and South Irwin Street to create a Scooter's Coffee drive through restaurant. Scooter's has locations in the upper Midwest and is looking to come into the Green Bay market.

Scooter's Coffee looks to create a single building which serves drive thru based customers. The first site chosen is the southeast corner of East Mason and South Irwin. The site has become an underused surface parking lot, grass field, and ingress/egress easement for the neighboring commercial property to the east.

The site is comprised of three small parcels. All three parcels are currently owned by DMG Green Bay Holdings LLC. The three parcels are located along 1302 East Mason (Parcel 17-445), 1306 East Mason (Parcel 17-446), and 615 South Irwin (Parcel 17-447). The parcel sizes respectively include 0.107 acres, 0.095 acres and 0.176 acres respectively. Added in full the parcels contain 16,420 square feet, 0.38 acres. DMG Green Bay Holdings will be selling all three parcels for the intent of creating one single parcel through a combination CSM.

Zoning District C1
Property Dimensions 106' x 150' less 7' vision corner at Irwin and Mason

Legal Description Part of Lots 12 and 13, Block 131, of the Plat of Astor, located in part of Private Claim 4, East Side of the Fox River, City of Green Bay, Brown County, Wisconsin, more fully described as follows:

Beginning at the Northeast corner of Lot 12, Block 131, Plat of Astor, thence S26°24'41"W, 155.00 feet along the East line of said Lot 12, thence N69°41'51"W, 106.02 feet; thence N26°24'41"E, 150.00 feet along the West line of Lot 13 of said Plat also being the Easterly right of way of South Irwin Ave; thence N71°21'25"E, 7.08 feet to the Southerly right of way of East Mason Street; thence S63°41'51"E, 101.02 feet along said Southerly right of way also being the North line of said Lots 12 and 13 to the point of beginning.

Parcel contains 16,420 square feet/ 0.38 acres, more or less.
Parcel subject to easements and restrictions of record.

Required Stalls per 13-1719
Building 620 square feet
4 Typical Parking Stalls
1 HC Accessible Parking Stall
5 Total Parking Stalls

Developed Area Statistics		
Lot Area: 16,420 square feet		
Greenspace and Landscaping:	6680 sf	41%
Pavement and Sidewalks:	9120 sf	56%
Building	620 sf	3.8%

Impervious Surfacing 59%

DESIGNED BY
TS JL

DATA FILE
-

DATE
3.17.21

Number	Date	Comments
-	-	-
-	-	-
-	-	-
-	-	-

Mau & Associates

LAND SURVEYING & PLANNING
CIVIL & WATER RESOURCE ENGINEERING
Phone: 920-434-9670 Fax: 920-434-9672

Hart Family Coffee
Prelim Site Plan

PROJECT NO.
D-221

SHEET NO.
1

DRAWING NO.
####

File: D-221 VARIANCE 032321.dwg

KEYNOTES

- 1. HARDIE PLANK HZ10 LAP SIDING CEDARMILL 6-1/4", SEE HARDIE DETAIL SHEET A6.5 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
- 2. HARDIE REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH, SEE HARDIE DETAIL SHEET A6.5 - COLOR: SW 1015 SKYLINE STEEL
- 3. 3 1/2" HARDIE TRIM, SEE HARDIE DETAIL SHEET A6.5 - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
- 4. 20 GUAGE METAL ACCENTS AND SOFFITS - COLOR: BLACK
- 5. INSULATED DARK BRONZE ALUMINUM WINDOWS WITH DUAL PANE TEMPERED GLASS
- 6. QUICKSERVE 48X48 WINDOW - COLOR : DARK BRONZE
- 7. AWNING BY OTHERS - COLOR: RED
- 8. INSULATED HOLLOW METAL DOOR AND FRAME - COLOR: SHERWIN WILLIAMS SW6992 INKWELL EGGSHELL FINISH
- 9. PEEP HOLE, BY DOOR MANUFACTURER
- 10. DOOR BELL
- 11. 20 GUAGE METAL PARAPET CAP
- 12. LINE OF ROOF BEYOND
- 13. ROOF TOP UNIT BEYOND, SEE MECHANICAL DRAWINGS
- 14. ROOF SCUPPER AND DOWNSPOUT, SEE DETAIL 8/A6.3
- 15. MAILBOX BY OWNER
- 16. WALL MOUNTED LIGHT FIXTURE, SEE ELECTRICAL DRAWINGS
- 17. LED LIGHT BAND, SEE ELECTRICAL DRAWINGS
- 18. SES PANEL, SEE ELECTRICAL DRAWINGS
- 19. ELECTRICAL OUTLETS, SEE ELECTRICAL DRAWINGS
- 20. HOSE BIBB, SEE PLUMBING DRAWINGS
- 21. SIGNAGE BY OTHERS, UNDER A SEPARATE PERMIT

KEYNOTE	MATERIAL	%
1	HARDIE PLANK HZ10 - SW6962	37
2	HARDIE REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH - SW1015	38
3	3 1/2" HARDIE TRIM - COLOR: SW6992	5
4	20 GUAGE METAL ACCENTS - BLACK	5
5 & 6	WINDOW & FRAME	11
7	AWNING - COLOR: RED	4
TOTAL		100



2 EXTERIOR ELEVATIONS

SCALE: 3/8" = 1'-0"

BUILDING AREA : 557 S.F.



KEYNOTE	MATERIAL	%
1	HARDIE PLANK HZ10 - SW6962	30
2	HARDIE REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH - SW1015	50
3	3 1/2" HARDIE TRIM - COLOR: SW6992	3
4	20 GUAGE METAL ACCENTS - BLACK	7
5 & 6	WINDOW & FRAME	7
7	AWNING - COLOR: RED	3
TOTAL		100

1 EXTERIOR ELEVATIONS

SCALE: 3/8" = 1'-0"

BUILDING AREA : 557 S.F.



PROJECT ADDRESS

TITLE
EXTERIOR
ELEVATIONS

KEYNOTES

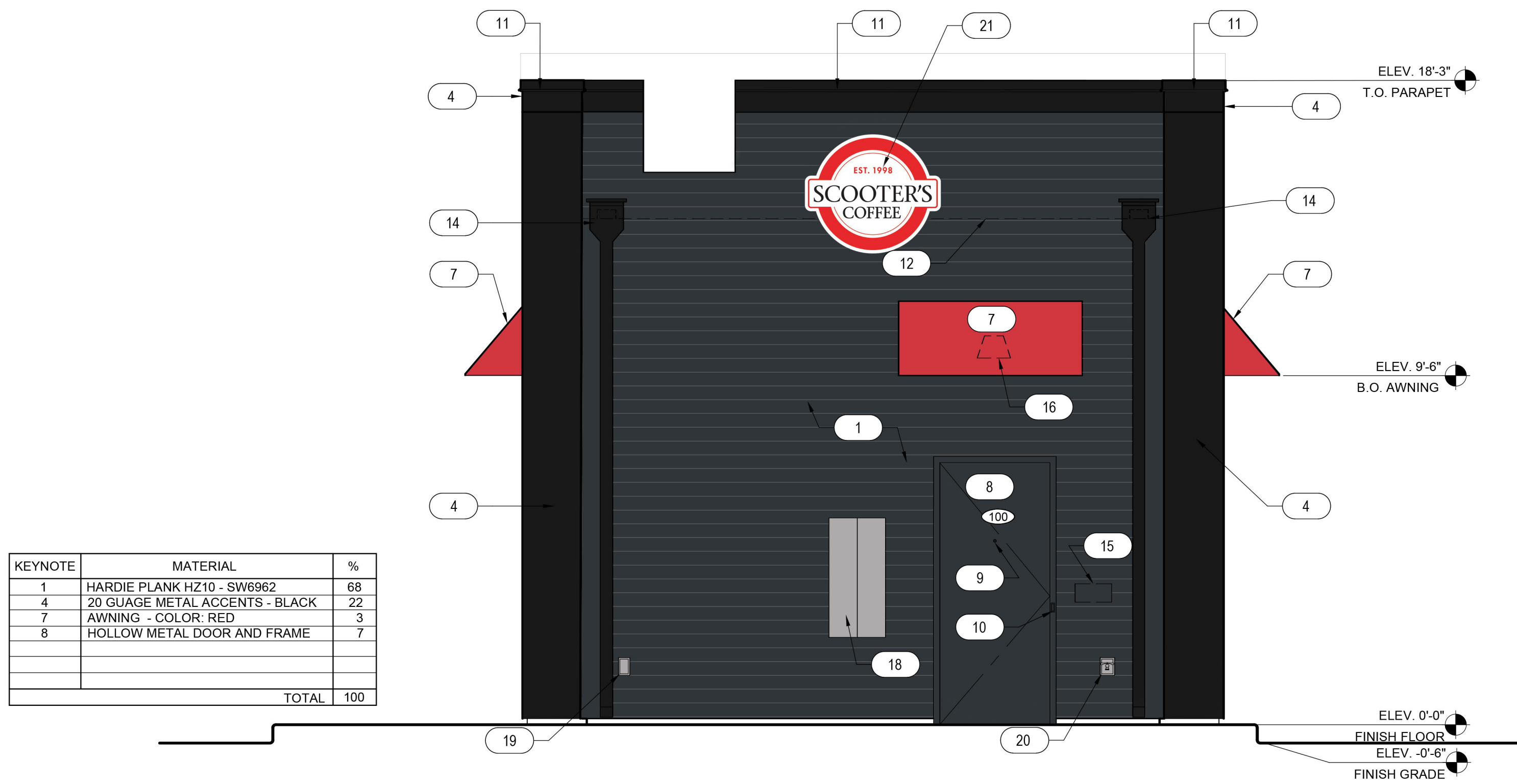
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- 19. ELECTRICAL OUTLETS, SEE ELECTRICAL DRAWINGS
- 20. HOSE BIBB, SEE PLUMBING DRAWINGS
- 21. SIGNAGE BY OTHERS, UNDER A SEPARATE PERMIT



KEYNOTE	MATERIAL	%
1	HARDIE PLANK HZ10 - SW6992	26
2	HARDIE REVEAL PANEL SYSTEM WZ10 - SMOOTH FINISH - SW1015	50
3	3 1/2" HARDIE TRIM - COLOR: SW6992	3
4	20 GUAGE METAL ACCENTS - BLACK	6
5 & 6	WINDOW & FRAME	12
7	AWNING - COLOR: RED	3
TOTAL		100

2 EXTERIOR ELEVATIONS
SCALE: 3/8" = 1'-0"

BUILDING AREA : 557 S.F.



KEYNOTE	MATERIAL	%
1	HARDIE PLANK HZ10 - SW6992	68
4	20 GUAGE METAL ACCENTS - BLACK	22
7	AWNING - COLOR: RED	3
8	HOLLOW METAL DOOR AND FRAME	7
TOTAL		100

1 EXTERIOR ELEVATIONS
SCALE: 3/8" = 1'-0"

BUILDING AREA : 557 S.F.

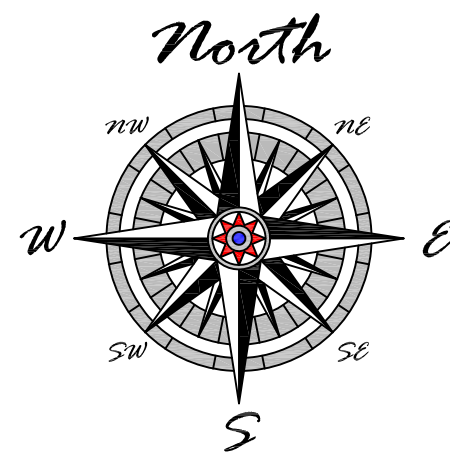


PROJECT ADDRESS

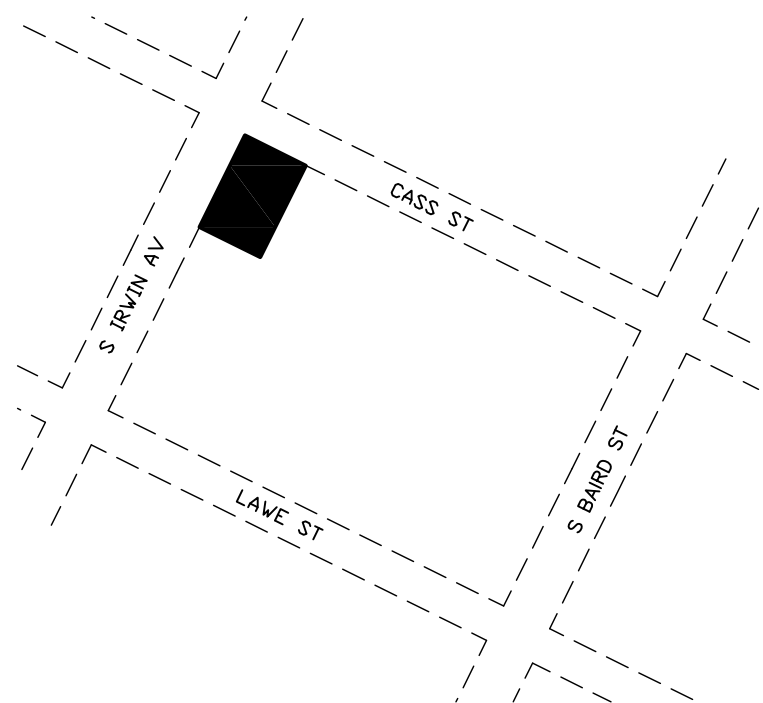
TITLE
EXTERIOR
ELEVATIONS

ALTA / NSPS Land Title Survey

Part of Lots 12 and 13, Block 131, of the Plat of Astor, located in part of Private Claim 4, East Side of the Fox River, City of Green Bay, Brown County, Wisconsin.



Location Sketch
Not to Scale



Legend

- 1.32" (o.d.) x 18" iron pipe with cap weighing 1.68 lbs/lin ft set
- 1" iron pipe found
- PK nail set
- cut + found
- round catch basin
- curb inlet
- storm sewer line
- sanitary sewer manhole
- watermain
- underground gas line
- gas meter
- underground telephone line
- telephone pedestal
- underground electric line
- electrical pedestal
- power pole
- overhead wires
- concrete curb & gutter line
- blacktop
- concrete
- existing building
- sign
- deciduous tree
- traffic light

LEGAL DESCRIPTION

Part of Lots 12 and 13, Block 131, of the Plat of Astor, located in part of Private Claim 4, East Side of the Fox River, City of Green Bay, Brown County, Wisconsin, more fully described as follows:

Beginning at the Northeast corner of Lot 12, Block 131, Plat of Astor; thence S26°24'41"W, 155.00 feet along the East line of said Lot 12; thence N63°41'51"W, 106.02 feet; thence N26°24'41"E, 150.00 feet along the West line of Lot 13 of said Plat also being the Easterly right of way of S Irwin Ave; thence N71°21'25"E, 7.08 feet to the Southerly right of way of East Mason Street; thence S63°41'51"E, 101.02 feet along said Southerly right of way also being the North line of said Lots 12 and 13 to the point of beginning.

Parcel contains 16,420 sq. ft. / 0.38 acres, more or less.
Parcel subject to easements and restrictions of record.

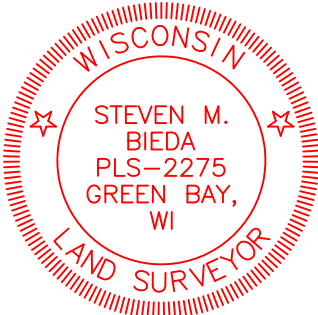
This being the same property as described in (NO TITLE COMMITMENT PROVIDED TO SURVEYOR)

To: DMG Green Bay Holdings LLC:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2016 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes no items of Table A thereof. The field work was completed on January 15, 2021.

Date of Plat of Map: January 19, 2021

Steven M. Bieda PLS-2275
sbieda@mau-associates.com
www.mau-associates.com



NOTES

- Subject parcel is zoned C1 according to the City of Green Bay GIS.
- Property located in Flood Zone "X" (Areas of minimal flooding) according to the FEMA FIRM Map No. 55009C0169F, Dated August 18, 2009.
- There are no parking stalls.
- There is no observed evidence of any recent earth moving work, building construction, or building additions.
- Digger's hotline had been called on this project on January 11, 2021 with ticket number 20210300843, 20210300840, 20210300835. Mau & Associates, LLP accepts no responsibility for existing utilities not marked by digger's hotline.
- Bearings referenced to the Southerly right of way of E Mason Street, assumed to be S63°41'51"E

SCHEDULE B-II NOTES

No title commitment provided

SCALE
1"=20'

DRAWN BY
MRA

TAX/PARCEL NO. 17-445, 17-446, 17-447

ALTA / NSPS

Data File: D-221.txt Fieldwork Completed: 01/15/2021

Mau & Associates, LLP

LAND SURVEYING & PLANNING

CIVIL & WATER RESOURCE ENGINEERING

Phone: 920-434-9670 Website: www.mau-associates.com

400 Security Blvd Ste 1, Green Bay, WI 54313-9712

DMG Green Bay

File: D-221/ALTA 011221.dwg

PROJECT NO.
D-221

SHEET NO.
1 of 1

DRAWING NO.
P-2458

VARIANCE REQUEST QUESTIONARRE and DESCRIPTION

Describe Reason for Variance

Hart Family Coffee, a franchisee, is seeking to develop the vacant site at East Mason Street and South Irwin Street to create a Scooter's Coffee drive through restaurant. Scooter's has locations in the upper Midwest and is looking to come into the Green Bay market.

Scooter's Coffee looks to create a single building which serves drive thru based customers. The first site chosen is the southeast corner of East Mason and South Irwin. The site has become an underused surface parking lot, grass field, and ingress/egress easement for the neighboring commercial property to the east.

The site is comprised of three small parcels. All three parcels are currently owned by DMG Green Bay Holdings LLC. The three parcels are located along 1302 East Mason (Parcel 17-445), 1306 East Mason (Parcel 17-446), and 615 South Irwin (Parcel 17-447). The parcel sizes respectively include 0.107 acres, 0.095 acres and 0.176 acres respectively. Added in full the parcels contain 16,420 square feet, 0.38 acres. DMG Green Bay Holdings will be selling all three parcels for the intent of creating one single parcel through a combination CSM.

Scooter's is looking to create an approximately 620 square foot building footprint to serve customers. Existing zoning for the site is C1. A conditional use permit has been applied for to meet zoning code to allow for drive-through use.

Variance petition requests allowing the floor area ratio to not meet the 0.1 minimum prescribed by code. The building is approximately 620 square feet while the parcels combine to 16,420 square feet. This makes the FAR total 0.038.

A layout for the property is attached as well as elevation of the building proposed. If the variance is granted, the site will need an accompanying conditional use permit for drive through use. A site plan is attached. A full site plan with engineering, fully detailed landscaping and lighting will be submitted to the city for full approval.

List ordinances the variance will be impacting

- (1) Request relief for building floor area ratio minimum for lot from 0.1 to 0.038 to accommodate the construction of a 620 square foot drive thru coffee shop at the three parcels located at the southeast corner of East Mason and South Irwin.

ORD. CH. 13 Sec. 13.810 (Table) Floor Area Ratio-Minimum

ALTERNATIVES

Describe alternatives to your proposal

Scooter's typically constructs three new builds; varying in sizes between 500 and 620 square feet. The largest floor area has been selected for the site. The FAR requires the size of a building to become 1642 square feet of floor to meet standards.

Alternatives that you considered that comply with existing regulations

The site is three individual parcels. While the properties are being marketed and sold as one distinct property, the developer did look into the possibility of developing on a single parcel to meet FAR standards. However, this would create alternative code restraints such as setback requirements, green space standards, and safety issues for automobiles and pedestrians exiting on to Mason Street.

Setbacks:

If a single parcel were to be used, room for queuing of cars safely on the property would not be feasible. The single parcels are extraordinary small for a singular purpose which incorporates automobiles in any fashion (surface parking or drive through).

Safety:

In initial discussions with the City of Green Bay, a drive entrance to Mason Street is not deemed safe due to the traffic, size of right of way, and proximity to the Irwin/E Mason intersection. This requires access to come from Irwin alone. This additionally requires the use of drive through facilities to queue either around the building. As noted from the conceptual site plan, while the FAR is limited, the majority of the site is functionally used for safe car queuing, pedestrian access points, and continued easement usage.

Reasons for not pursuing the alternatives listed above

As shown in the conceptual site layout, the entire site is used to accommodate customers, employees, and space to allow for easement access to the neighboring business to the east. Using the entire site gives room to allow for safe automobile queuing and ingress/egress to the controlled intersection at Irwin/E Mason. Thus; thus to ensure proper setbacks, green space requirements, and safety concerns addressed; a single property is needed and the FAR question becomes the best alternative to whole site design.

THREE STEP TEST**Does unique physical characteristics of your property prevent the compliance with the ordinance?**

Yes. As noted above, limited access to East Mason prevents access for cars and parking to the site other than using Irwin Street. This requires more space which means. This means parcels must get larger, which then effects the FAR. Requiring the building to be larger would be an arbitrary standard which would not bring additional functionality to the building itself.

Would granting the variance be contrary to the public interest?

Granting will allow a full site design which can ensure safe queuing of automobiles free from Mason Street and build up at Irwin Street. Additionally, this request will allow for the CUP request and combination CSM to become feasible. These steps will allow the site to be redeveloped for the first time in over 15 years.

Why would not getting the variance unreasonably prevent you from using the property for permitted use?

Scooter's has no intention of having in person dining. The size of the building is maxed out for uses at the site, which drive through dining is a conditional use for the site.

Granting the variance will allow a pathway for Scooter's Coffee to submit a full site plan and a combined CSM to allow for development of the commercial site.



Report to the Green Bay Plan Commission

MEETING DATE

April 20, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # O.5

To amend Sections 13.605, 14.302 and 14.303 of the Green Bay Municipal Code related to removal of Area Development Plan (ADP) language. (Public Hearing held 04/12/2021)

BACKGROUND

Reason for Request: To remove all Area Development Plan (ADP) language from the Green Bay Municipal Code

Report: Area Development Plans (ADPs) were initially a planning tool used to map undeveloped areas of the City to help guide development. While the Official Map contains future roadways, parks, trails, and other public facilities, ADPs were specific to housing developments and roadways within those areas. They were numbered at the time of creation, with each section of the City having an ADP number even if no ADP was created for that area.

Planning Staff no longer uses the ADPs as a guide as most of our land is developed, and the Official Map is a more comprehensive tool. To amend an ADP, staff was amending the Official Map. To remove this duplicated process with multiple names, we are requesting the removal of all ADPs in the City. The Official Map will still reflect all future public facilities as it does now. This Text Amendment request is being processed along with a Official Map Amendment application to remove the ADP boundaries and numbers from our Official Map.

ADPs are only mentioned in Sections 13.605, 14.302, and 14.303 of the Green Bay Municipal Code. A draft copy of the ordinance is attached within this agenda.

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

- I. GO 08-21 - Amend Zoning Code - Remove Area Development Plan Language

GENERAL ORDINANCE NO. 08-21

AN ORDINANCE AMENDING
SECTIONS 13-605, 14-302, AND 14-303, GREEN BAY MUNICIPAL CODE,
RELATING TO AREA DEVELOPMENT PLAN LANGUAGE REMOVAL
(TA 21-02)

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 13-605(c), Green Bay Municipal Code, is hereby amended as follows:

(c) The 10-acre limit minimum requirement in the RR District may be reduced subject to the following development standards:

- (1) It is relatively similar to other existing parcels in the area.
- (2) ~~An area development plan is submitted and approved~~ **The City's Official Map shall be amended to reflect future development and connectivity** for the remaining property and the parcel being created.
- (3) All efforts should be taken to ~~insure~~ **ensure** that the existing home and lot will:
 - a. Comply with future setbacks-;
 - b. Fit with the surrounding future development and the parcel's future development-;
 - and**
 - c. ~~Provides~~ **Provide** for existing utilities, septic ~~systems,~~ and well ~~wells~~ currently servicing the home.
- (4) Lot size will be determined by the Planning Commission based on a reasonable ~~determination~~ **evaluation** of the ~~area development plan~~ **City's Official Map** and future lot lines.
- (5) **Any remnant** ~~Remnant~~ parcel shall not be ~~consist of fewer~~ less than 10 acres, except in cases where a remnant parcel is part of a division of land for the ~~purposes~~ **purpose** of acquisition of public property and/or public use.
- (6) The maximum lot to be created ~~should~~ **shall** not be greater than 2.5 acres.
- (7) The land division should meet all remaining standards of Ch. 14, Subdivision and Platting, Green Bay Municipal Code.

SECTION 2. Section 14-302(a)(6), Green Bay Municipal Code, is hereby repealed.

SECTION 3. Section 14-303(a)(5), Green Bay Municipal Code, is hereby amended as follows:

~~Entire~~ **The entire** area contiguous to the proposed plat owned or controlled by the subdivider, even though only a portion of said area is proposed for immediate development. This requirement may be waived at the discretion of the ~~planning director~~ **Community and Economic Development Director** or his/her ~~their~~ **their** designee, ~~and shall be waived if an area development plan has been adopted for such lands.~~ **upon a determination that the City's Official Map shows sufficient future public access.**

SECTION 4. Section 14-303(b), Green Bay Municipal Code, is hereby amended as follows:

The Preliminary Plat submission shall also include the following, as applicable, ~~and~~ **which** may be shown on the face of the plat or as attachments or supplements, as appropriate:

...

(7) ~~An area~~ **A** development plan (~~ADP~~) for the vicinity of the subdivision if ~~no ADP has been previously adopted by the city~~ **the City's Official Map does not show future public access**. In order to determine how a proposed development will relate to and integrate with surrounding land uses, the Planning Department may require that the subdivider prepare and submit ~~an ADP~~ **a development plan** that includes areas beyond the boundary of the proposed subdivision. The purpose of ~~an ADP~~ **the development plan** is to ensure cohesive development of a larger area with consideration to street and utility connections, land use compatibility, community character, the provision of community services, and an overall pattern of orderly growth. The ~~ADP~~ **development plan** shall include ~~an~~ **any** area determined **necessary** by the planning department and as guided by the comprehensive plan, official map, or other applicable plan. The ~~ADP~~ **development plan** shall, as applicable:

- a. Indicate the coordination and location of infrastructure.
- b. Identify primary vehicular and pedestrian circulation patterns.
- c. Identify master stormwater management elements for the planning area.

SECTION 5. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 6. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin this _____ day of _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

sjh

4/20/2021



Report to the Green Bay Plan Commission

MEETING DATE

April 20, 2021

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # O.6

To remove all Area Development Plans (ADPs) from the City's Official Map.

BACKGROUND

Primary Address: City-wide

Reason for Request: To remove all Area Development Plans (ADPs) from the City's Official Map

Analysis: Area Development Plans (ADPs) were initially a planning tool used to map undeveloped areas of the City to help guide development. While the Official Map contains future roadways, parks, trails and other public facilities, ADPs were specific to housing developments and roadways within those areas. They were numbered at the time of creation, with each section of the City having an ADP number even if no ADP was created for that area.

Planning Staff no longer uses the ADPs as a guide as most of our land is developed and the Official Map is a more comprehensive tool. To amend an ADP, staff was amending the Official Map. To remove this duplicated process with multiple names, we are requesting the removal of all ADPs in the City, which will be the removal of all ADP section lines and numbers. The Official Map will still reflect all future public facilities as it does now. This OMA request is being processed along with a Text Amendment to remove the "Area Development Plan" phrase from our Municipal Code.

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # P.I

To receive and place on file a request by Ald. Brunette to the Finance Committee which states: "To approve the funding required to have an outside Human Resource Department or consultant review the workplace complaint of the former City Clerk in order to report to the City Council."

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. AMENDED Resolution - Support of Shared Revenue Program

**RESOLUTION IN SUPPORT OF A STRONG STATE AND LOCAL
PARTNERSHIP AND INCREASED STATE BUDGET FUNDING
FOR THE SHARED REVENUE PROGRAM**

April 20, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, for over ninety years, the state shared revenue program has been a key component of Wisconsin's state and local relationship and an important part of the state's overall program of property tax relief; and

WHEREAS, over the last 20 years, shared revenue funding for municipalities has been cut by \$94 million; and

WHEREAS, state aid provided a larger share of municipal revenues in Wisconsin than property taxes from 1975 to 1997, but today property taxes account for more than twice as much municipal revenue as state aid; and

WHEREAS, state aid provided to the City of Green Bay has decreased in total adjusted dollars by 45% since 1999; and

WHEREAS, over the last generation, property taxes have grown as a share of city and village revenues as shared revenue, and other state aid to Wisconsin municipalities has lagged; and

WHEREAS, levy limits and expenditure restraint, combined with the reduction in shared revenue, has restricted local governments' annual operating budgets and ability to generate revenue sufficient to fund local municipal infrastructure projects; and

WHEREAS, to create and maintain quality communities that attract businesses and families, municipalities must invest in services and infrastructure that people and businesses expect, like police protection, fire suppression, road maintenance, snowplowing, libraries, and parks; and

WHEREAS, the state should reinvest a portion of its sales and income tax revenue growth in local communities to spur further economic growth and make Wisconsin communities places where people want to live and work;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Green Bay calls on the Legislature to pass a state budget increasing funding for the shared revenue program and directs the Clerk to send a copy of this resolution to the state legislators representing the City of Green Bay, to Governor Tony Evers, and to the League of Wisconsin Municipalities.

Adopted _____

Approved _____

Mayor

Clerk



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # P.2

To approve as amended a resolution in support of a strong state and local partnership and increased state budget funding for the shared revenue program.

BACKGROUND

Municipalities in Wisconsin, like City of Green Bay, are funded primarily in two ways; property taxes, and shared revenues from the State. The demands on municipalities, whether it be from the common council/citizenry, unfunded mandates from the state, and inflation on the costs to buy products and materials for our services, have not gone down, in fact, they've increased. This is simple supply and demand. The demand on municipalities has gone up, and the supply (the funding) has gone down. At the same time, as demonstrated in the graph, the funding through the shared revenue program has decreased.

RECOMMENDATION

Asking Common Council to consider approving the resolution based on a League of Wisconsin Municipalities model. The League is a statewide member organization, advocating for cities and villages large and small, rural and urban.

FISCAL IMPACT

ATTACHMENTS

- I. AMENDED Resolution - Support of Shared Revenue Program

**RESOLUTION IN SUPPORT OF A STRONG STATE AND LOCAL
PARTNERSHIP AND INCREASED STATE BUDGET FUNDING
FOR THE SHARED REVENUE PROGRAM**

April 20, 2021

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WHEREAS, state aid provided to the City of Green Bay has decreased in total adjusted dollars by 45% since 1999; and

WHEREAS, over the last generation, property taxes have grown as a share of city and village revenues as shared revenue, and other state aid to Wisconsin municipalities has lagged; and

WHEREAS, levy limits and expenditure restraint, combined with the reduction in shared revenue, has restricted local governments' annual operating budgets and ability to generate revenue sufficient to fund local municipal infrastructure projects; and

WHEREAS, to create and maintain quality communities that attract businesses and families, municipalities must invest in services and infrastructure that people and businesses expect, like police protection, fire suppression, road maintenance, snowplowing, libraries, and parks; and

WHEREAS, the state should reinvest a portion of its sales and income tax revenue growth in local communities to spur further economic growth and make Wisconsin communities places where people want to live and work;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Green Bay calls on the Legislature to pass a state budget increasing funding for the shared revenue program and directs the Clerk to send a copy of this resolution to the state legislators representing the City of Green Bay, to Governor Tony Evers, and to the League of Wisconsin Municipalities.

Adopted _____

Approved _____

Mayor

Clerk



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # Q.1

To direct staff to proceed with negotiations for the purchase of the Woods Golf Course Greenway as directed in closed session.

The Council may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Council will thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to take action on items discussed in closed session, if appropriate, and to consider the remainder of the agenda.

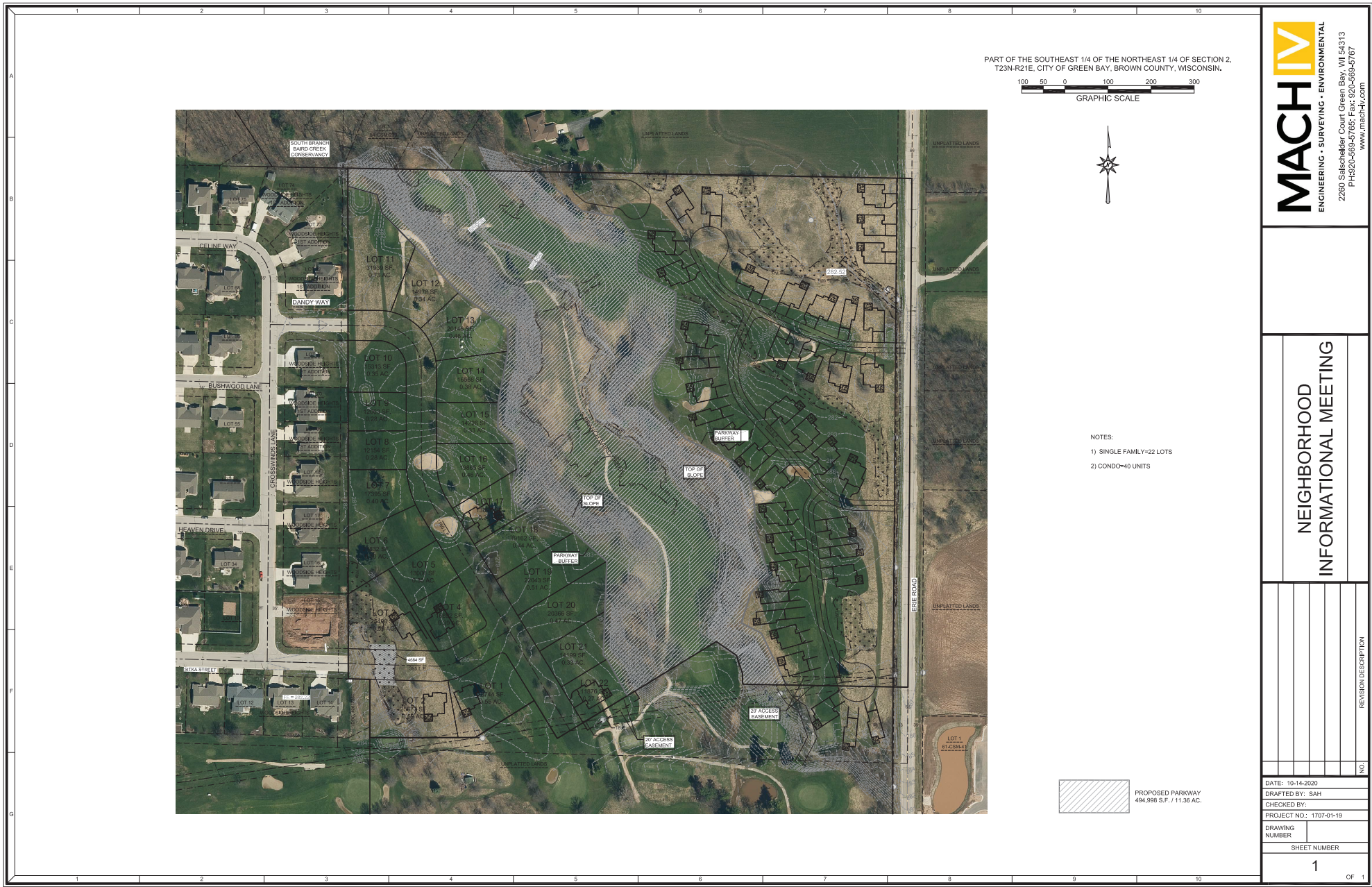
BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 1707-01-19 ENG Neighborhood (3)
2. 1707-01-19 ENG Neighborhood (4)



PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2,
T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.



NOTES:

- 1) SINGLE FAMILY=22 LOTS
- 2) CONDO=40 UNITS



PROPOSED PARKWAY
494,998 S.F. / 11.36 AC.

NEIGHBORHOOD INFORMATIONAL MEETING

[illegible]

DATE: 10-14-2020	
DRAFTED BY: SAH	
CHECKED BY:	
PROJECT NO.: 1707-01-19	
DRAWING NUMBER	
SHEET NUMBER	



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # Q.2

To receive and place on file the staff update on fat tire biking at He-Nis-Ra Park.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Parks Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # Q.3

To receive and place on file the staff update on Lifeguard recruiting efforts.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Lifeguard Wage Proposal Park Committee 4.14

LIFEGUARD INCENTIVE PROGRAM

Goal: Hire 49 Lifeguards for the 2021 Season

CURRENT PAY RANGE

Currently, lifeguards are classified in Pay Grade "C" with Bay Beach Ride Operators, Playground Leaders and other program instructors.

C	628	Bay Beach Ride Operator	\$11.39	\$11.84	\$12.19	\$12.60
	629	Lifeguard				
	627	Playground Leader				
	632	Swim Instructor w/o WSI				
		Misc. Instructor				

The spreadsheet below shows what we currently spend to staff Open Swim at three pools for 11 weeks at the current Pay Grade C.

Pay Grade C

	Hours Mon-Thurs (11:30- 7:30)		Hours Fri-Sun (11:30- 6:30)		Total Guards on Site	Total Hours/Week	Current Avg Rate of Pay	Total Staffing Cost/Week		Total Staffing Cost/Season
Colburn	7.5	30	6.5	19.5	10	49.5	\$12.01	\$5,944.95	11	\$65,394.45
Joannes	7.5	30	6.5	19.5	13	49.5	\$12.01	\$7,728.44	11	\$85,012.79
Resch	7.5	30	6.5	19.5	10	49.5	\$12.01	\$5,944.95	11	\$65,394.45
										\$215,801.69

PROPOSAL

For the 2021 pool season, we intend to hire all new lifeguards at Step 3 (\$12.19/hr) and all returning lifeguards will be paid at step 4 (\$12.60/hr), regardless of their years of service.

The total budget impact will be approximately \$5,500. We feel we will be able to sustain the budgetary impact with some changes we've made to how we train, streamlined swim lesson offerings, weather closures and how we budget our utilities.

	Total LGs/Day	Total Hours/Week	Proposed Avg Rate of Pay	Total Staffing Cost/Week		Total Staffing Cost/Season
Re-Hires	10	49.5	\$12.60	\$6,237.00	11	\$68,607.00
New Hires	23	49.5	\$12.19	\$13,878.32	11	\$152,661.47
						\$221,268.47
Total Budget Impact						\$5,466.78

OTHER INCENTIVES

- Free Lifeguard Certification (Value: \$200)
- Free Uniform-Shirts, Whistle, Hip Pack (Value: \$35)
- Food Discounts while working
- Updated Uniforms with expanded offerings (Rash Guards, shorts, etc)



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # R.I

To approve the request to fill the following replacement positions and all subsequent vacancies resulting from internal transfers.

a. Operator I - Public Works

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Request to Fill Memo 4.13.2021
2. Operator I - T. Fay 04.16.21

MEMORANDUM



Human Resources Department

To: Personnel Committee
Joe Faulds, Human Resources Director

From: Sarah Fidler
Human Resources Generalist

Re: Request to Fill Vacant Positions

Date: April 13, 2021

The Human Resources Department is requesting authorization to fill the following replacement positions approved as part of the 2021 budget and all subsequent vacancies resulting from internal transfers. The justification reports are attached.

- Operator I – Replacement position due to the resignation of Tom Fay effective April 16, 2021. Salary range: \$20.36 to \$23.96 per hour

**Position Fill Request
Justification Report
March 24, 2021**

Position Title: Operator 1 (Sweeper/Days) – DPW Operations Division/Street Section

- 1. If this position is a replacement position, please indicate the reasons for the vacancy. If this is not a replacement position, please indicate the reasons for requesting the position.**

 X Replacement Position Not a Replacement Position

This position is vacant as the result of the resignation of Operator 1- Sweeper Operator Tom Fay, effective at the end of his regular work shift on Friday, April 16, 2021.

- 2. Is this position included in the current budget? If not, please list how this position will be funded (grant, internship, etc.). Please list the salary range of the position.**
Yes, this position is currently funded in the DPW operating budget. The current wage (Grade F) for this position is \$20.36 to \$23.96 per hour (\$42,349 to \$49,837 annually).
- 3. Please list the functions and any special information regarding this position.**
Sweeper Operators perform a full range of duties including but not limited to operating street sweepers, flusher truck, tractors, sidewalk snow removal units, and other DPW vehicles. In addition to sweeping streets during summer months, they assist in leaf collection, snow/ice control, and general labor assignments necessary to complete DPW core functions.
- 4. Does the position generate revenue or reduce expenses? If so, provide an estimated amount.**
This position does not generate revenue for the City. But the use of in-house labor and equipment reduces the need to contract out for those services. Also, Federal EPA and State DNR requirements dictate that the City must remove debris from roads that can contaminate streams, rivers, and lakes when diluted in storm water runoff.
- 5. Please explain why current staff is unable to absorb duties of this position.**
Loss of a Sweeper Operator position will reduce DPW's ability to maintain EPA and DNR requirements for street sweeping. Those requirements must be met to reduce contamination in storm water runoff that flows into streams, rivers, and lakes.
- 6. If duties of position are presently being done, how are they done?**
During periods of short staffing, duties are assigned to other Street Section employees as needed. When there is a lack of personnel, assignments are prioritized and completed in priority order. If there is not adequate time to complete all jobs, then lower priority jobs are postponed or not completed.
- 7. What service would be reduced or eliminated if this position is not filled?**
DPW will continue to perform all of its core services. However, a reduction in staffing will result in a lower level of service to residents. Sweepers must be staffed to meet government requirements. So grass cutting, leaf collection, and snow removal duties would suffer.

- 8. What are the alternative methods and costs of accomplishing the work?**
Working overtime to maintain the required service, or outsourcing of services. Continued overtime leads to employee burnout and higher operating costs. Outsourcing this function is more costly than addressing it in-house.
- 9. Are there union issues?**
No
- 10. Other supporting comments.**
None



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # R.2

To approve the request to reclassify the Financial Analyst position from a part-time position to a full-time position.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Financial Analyst reclassification - 04-2021
2. Financial Analyst-Updated 4.8.21
3. Financial Analyst Reclassification Fiscal Impact - 04-2021

MEMORANDUM



Human Resources Department

To: Personnel Committee
Joseph Faulds, Human Resources Director

From: Diana Ellenbecker
Finance Director

Re: Request to reclassify the Part-time Financial Analyst to a Full-time Financial Analyst

Date: April 13, 2021

RECOMMENDATION

- I. The Finance Department with the support of the Development Director is requesting that the Part-time Financial Analyst classification (26 hours/week) be reclassified to a Full-time Financial Analyst classification (40 hours/week). The Part-time Financial Analyst position is currently filled with an employee that started in October 2017, and would be considered for the full-time Financial Analyst position. The additional hours would be charged to Tax Increment Districts.

BACKGROUND

- I. The department has been assessing the needs of the Finance Division and determined that additional hours are needed to complete the necessary work assigned to this position. Some of these duties are new and have not yet been completed, some have been put on hold, or others were being completed by the Finance Director as time permits.
- II. During the 2020 year-end audit, it has been clear that the oversight of financial records for the TIF's require more attention including development agreement review, coordination of development agreement billings and payments, annual audit preparation, TIF milestone audits, annual WDOR reporting, cash flows, closed TIF escrow balances, budgets, Joint Review reporting, and updating debt schedules.
- III. Management assessed the department's needs to determine the additional hours are critical to meet the increased TID responsibilities.

FISCAL IMPACT

- I. This reclassification results in an annual increase of \$25,194. (See attached worksheet for detail). These additional cost above the general fund budget would be covered by Tax Increment Financing as the added responsibilities are related to TID's and are eligible administrative expenses within the project plans.

There would be no additional expenses to the general fund or general levy for these additional hours or support.

- c: Pamela Manley, Assistant Finance Director
Neil Stechschulte, Development Director

JOB DESCRIPTION

City of Green Bay

Position Title:	Financial Analyst
Department:	Finance
Reports To:	Assistant Finance Director
Position Status:	Non-exempt
Salary Range:	Pay Grade G
Job Summary:	Under general supervision of the Assistant Finance Director, performs accounting and records maintenance duties related to financial transactions of considerable difficulty.
Essential Functions:	• Monitors financial operations, including but not limited to verifying daily bank balances and record transactions that have been posted to the bank accounts. Reconciles various bank accounts. • Gathers, proofs, analyzes, summarizes, and posts financial related data. • Researches and issues stop payments for various bank accounts. • Manages stale dated check process and unclaimed funds annually. • Records, monitors, and compiles room tax revenues reports monthly and annually. • Maintains investment information and records changes. • Calculates, verifies, and invoices other funding sources for salaries and other expenses including annual chargebacks to departments. • Oversees Tyler Munis revenue module and issues adjustments to invoices for all City departments. Follows-up on aged receivables. Maintains records for tax roll. • Compiles, processes, and submits 74.41 charge-backs and 74.314 Omitted to Department of Revenue. • Prepares water bills for payment.<u>Prepares General Billing invoices to Water Utility.</u> • Calculates and invoices PILOT (Payment In Lieu of Taxes) agreements and trailer tax. • Maintains files for all land sales occurring during the year. • Monitors and keeps records on monthly/annual lease payments. • Audits petty cash accounts. • Performs a variety of follow-up activities and creates necessary journal entries. • <u>Updates TIF cash flow spreadsheets and completes annual TIF report for WDOR.</u> • <u>Track developer agreements including milestones, payouts, and invoicing.</u> • <u>Assist with Joint Review Board reporting.</u> • <u>Support with budgeting and annual audits related to TIFs.</u> • Maintains debt service spreadsheets and updates as necessary. • Compiles monthly financial reports for Finance Director. • Reconciles and creates vouchers for delinquent BID payments. • Provides back up support to the Account Clerk II. • Performs other duties as assigned.
Knowledge, Skills And Abilities	• Considerable knowledge and skill in accounting and utilizing spreadsheet applications. Considerable knowledge of general office practices and procedures. • Ability to devise and implement record keeping systems and procedures. Ability to work independently without specific direction. Ability to proficiently utilize a computer and

April 8, 2021

The above is not to be construed as an exhaustive statement of duties, responsibilities or requirements. I have read the above position description and understand the duties and responsibilities of the position.

Fiscal Impact of Sr. Carpenter Reclassification

Category - Current	Financial Analyst, Grade G - 26 hrs (\$24.53/hour)
Salary	\$33,165
FICA	\$2,537
WRS	\$2,239
Worker's Comp	\$70
Health Insurance	\$12,524
Dental Insurance	\$1,041
Life Insurance	\$58
TOTAL COMPENSATION	\$51,633

Category - Proposed	Financial Analyst, Grade G - 40 hrs (\$24.53/hour)
Salary	\$51,022
FICA	\$3,903
WRS	\$3,444
Worker's Comp	\$107
Health Insurance	\$16,860
Dental Insurance	\$1,402
Life Insurance	\$88
TOTAL COMPENSATION	\$76,827

Fiscal Impact* **\$25,194**

*Increase to be covered by Tax Increment Districts for addiitonal responsibilites added to the job description and TID duties that they have not been able to complete during their regular working hours.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # R.3

To receive and place on file on having an outside Human Resource Department or consultant review the workplace complaint of the former City Clerk and report to the City Council.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 2021-03-31 Dist 12 to Personnel



Alders' Petitions and Communications

Name:

Committee Name:

Today's Date:

Text of Communication:

For discussion with possible action on having an outside Human Resource Department or consultant review the workplace complaint of the former City Clerk and report to the City Council.

**Upon completing this form, please email it to
celestine.jeffreys@greenbaywi.gov**



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # R.4

To approve the request to reclassify (1) one Public Works Building Maintenance Technician position to an HVAC Technician position and approval to fill the position and all subsequent vacancies.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. BMT Reclass Report
2. BMT Reclassification Fiscal Impact - 04-2021

MEMORANDUM



Human Resources Department

To: Personnel Committee
Joseph Faulds, Human Resources Director

From: Adam Reidinger
Human Resources Generalist

Re: Request to reclassify (1) one Public Works Building Maintenance Technician position to an HVAC Technician position and approval to fill the position and all subsequent vacancies.

Date: April 2, 2021

RECOMMENDATION

- I. The Department of Public Works is requesting that a vacant first shift Building Maintenance Technician position (Grade F, \$20.36/hour - \$23.96/hour) be reclassified to an HVAC Technician (Grade G, \$22.53/hour - \$26.52/hour). This position has been vacant since January 2021. Since that time, the department has assessed their needs and it has been determined that an HVAC Technician position is needed to perform work of higher technical skill related to steam and hot water boiler systems. This position and the new job duties were reviewed by the City's consultant, Carlson and Dettman, for placement in the salary plan.

BACKGROUND

- II. The current table of organization of the Public Works Operations Division includes (3) three Building Maintenance Technician positions that each work a different (8) hour shift throughout the day, Monday through Friday including rotating on-call hours. Currently the tasks associated with the Building Maintenance Technician position include general cleaning, repair and maintenance of buildings and grounds including but not limited to floors, walls, ceilings, bathrooms, and locker rooms. In addition to completing their core facility and grounds maintenance duties, Building Maintenance Technicians have been tasked with seasonal shutdown, repair and maintenance of air exchange unit and boilers, water traps, filters and pipe lines. However, due to the age and condition of the DPW buildings, an individual with a higher degree of technical skills and extensive knowledge in the operation of HVAC systems, particularly steam and hot water boiler systems, is needed.

Many of the HVAC/boiler projects are often times too large for Building Maintenance

Technicians to handle on their own. As a result, these projects have been contracted out to vendors. The cost for contracted HVAC/boiler projects was \$27,734 in 2020.

The recommended HVAC Technician position will perform the custodial functions that the other (2) two Building Maintenance Technicians perform and remain in the on-call rotation. In addition to the custodial functions, the new HVAC Technician would also be responsible for technical duties that include boiler chemical testing, seasonal tear downs/rebuilding, supply/return piping repairs and replacement, steam trap testing and change out, entire heater unit replacement, along with maintenance and repairs of natural gas forced air heaters. To complete these tasks, previous experience is required in hand and power tool operation, plumbing including sweating copper pipes, and rubber membrane roofing repair. As a result of the department's need for a higher degree of technical skills and knowledge of the operation of HVAC systems, it is recommended that the first shift Building Maintenance Technician position be reclassified to an HVAC Technician position.

FISCAL IMPACT

- III. This reclassification results in an annual cost increase of \$6,113. (See attached worksheet for detail). The department has the budgetary funds to cover the additional expense.

c: Steve Grenier, Public Works Director
Chris Pirlot, Operations Director
Nathan Wachtendonk, Fleet Manager

	Building Maintenance Technician, Grade F (\$23.96/hour)
Category	
Salary	\$49,836
FICA	\$3,812
WRS	\$3,364
Worker's Comp	\$105
Health Insurance	\$19,268
Dental Insurance	\$1,555
Life Insurance	\$85
TOTAL COMPENSATION	\$78,025

	HVAC Technician, Grade G (\$26.52/hour)
Category	
Salary	\$55,161
FICA	\$4,220
WRS	\$3,723
Worker's Comp	\$116
Health Insurance	\$19,268
Dental Insurance	\$1,555
Life Insurance	\$95
TOTAL COMPENSATION	\$84,138

Fiscal Impact \$6,113



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # R.5

To approve the request to reclassify a part-time Casual Worker position to a part-time Cleaner position.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Casual Worker Reclass to Cleaner 4.2021

MEMORANDUM



Human Resources Department

To: Personnel Committee
Joseph Faulds, Human Resources Director

From: Jennifer Smits, PHR, SHRM-CP
Human Resources Generalist

Re: Request to reclassify a part-time Casual Worker position to a part-time Cleaner position

Date: April 13, 2021

RECOMMENDATION

- I. The Department of Community & Economic Development is requesting that one part-time Casual Worker, Santiago Schmerber, at a rate of \$9.19 per hour be reclassified to a part-time Cleaner at a rate of \$15.07 per hour.

BACKGROUND

- II. Currently Mason Manor has three Casual Worker positions. These positions are staffed by Mason Manor tenants who are employed by the Green Bay Housing Authority (GBHA) and paid at a rate of \$9.19 per hour. Casual Workers are responsible for light cleaning of the common areas of Mason Manor, including sanitizing handrails; vacuuming, sweeping and mopping of the recreation room, exercise room and stairwells; taking out garbage; picking litter from the parking lot and grounds; and assisting tenants who are locked out of the building.

It has been difficult to staff these positions and to retain the Casual Workers, resulting in a lack of continuity. Tenants have expressed interest in working as a Casual Worker, but later decline the opportunity after learning about the physical work involved. In addition, it is important that Mason Manor management establishes a level of trust with a tenant before the tenant is selected as a Casual Worker because these positions are master key holders.

Staff has been evaluating the possibility of reclassifying one of the Casual Worker positions to a Cleaner position. The Cleaner would be a tenant employee of the GBHA and work primarily on evenings and weekends, providing coverage when full-time maintenance staff are not working. The Cleaner will work 17 hours per week. In addition to cleaning duties, the Cleaner will assist full-time maintenance staff by performing low-level work orders (i.e. changing light bulbs and smoke detector batteries and unclogging sinks and toilets) and assisting with light snow shoveling and salting of sidewalks on evenings and weekends.

Mr. Schmerber has taken on some of these additional duties over the last several months and is interested in continuing in this capacity.

FISCAL IMPACT

- III. Pay and benefits for this position will be fully funded by the GBHA and the GBHA approved the change at their March 10, 2021 meeting. The pay increase will be covered using budgeted Casual Worker dollars. Following is a detailed breakdown of the costs.

Category	Casual Worker + After Hour Help	Cleaner
Salary	\$16,645	\$13,322
FICA	\$1,273	\$1,019
WRS	\$0	\$899
Worker's Comp	\$35	\$28
Health Insurance	\$0	\$9,634
Dental Insurance	\$0	\$632
Life Insurance	\$0	\$24
TOTAL COMPENSATION	\$17,953	\$25,558

- c: Neil Stechschulte, Development Director
Cheryl Renier-Wigg, Assistant Development Director
Jayme Valentine, Housing Administrator



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # R.6

To receive and place on file the request to discuss and evaluate the expiration date for the City's Policy on COVID-19 Paid Sick Leave for each employee group as the COVID-19 vaccine becomes available to City employees.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. 2021-02-19 Dist 4 to Personnel
2. Memo - Personnel Committee - COVID-19 Paid Sick Leave 2021 Update



Alders' Petitions and Communications

Name:

Committee Name:

Today's Date:

Text of Communication:

To discuss and evaluate the expiration date for the City's Policy on COVID-19 paid sick leave for each employee group as the COVID-19 vaccine becomes available to the City Employees.

Upon completing this form, please email it to the City Clerk.

MEMORANDUM



Human Resources Department

To: Personnel Committee

From: Joseph Faulds, HR Director

Re: 2021 COVID 19 Paid Sick Leave Update

Date: April 9, 2021

COVID-19 Paid Sick Leave Update

The total cost of 2021 COVID-19 Paid Sick Leave Pay is \$17,496.34. This includes COVID-19 Sick leave used in December 2020, but was not approved until 2021. There are about nine City employees pending COVID-19 paid sick leave approval with an estimated cost of \$7,000 pending. The costs are not covered by federal or state funds.

Currently, all of our employees are eligible to receive the COVID-19 vaccine. Police, Fire, and Transit have been eligible since the beginning of the year. There has not been a firefighter or police officer submit for COVID leave after mid-January. Overall, the requests for COVID-19 Paid Sick Leave have decreased.

The Emergency Paid Sick Leave Act (EPSLA) and the Emergency Family Medical Leave and Expansion Act (EFMLEA) both expired on December 31, 2020. Through the American Rescue Plan Act the EPSLA and EFMLEA leaves are not mandatory for employers to offer, but eligible employers may receive tax credits if the leave is offered and used by employees. The City is not eligible for tax credits if this leave is offered.



Report to the
Personnel Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # R.7

To receive and place on file the request by Ald. Brian Johnson to the Personnel Committee for an update on the alderperson orientation program that was submitted approximately two years ago.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Economic Development Authority
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

Wendy Townsend, Economic
Coordinator

AGENDA ITEM # S.I

To receive and place on file the Commercial Real Estate Market Study.

BACKGROUND

The Commercial Real Estate Market Study Report covers an area referred to as the “Greater Green Bay Market”. This includes areas like the Ashwaubenon Submarket, the Bellevue/De Pere Submarket and the Howard Submarket. The report covers four specific segments of the commercial real estate market: Office, Industrial, Retail and Multi-Family. City staff will use this report for recruitment and planning purposes.

RECOMMENDATION

To receive and place on file.

FISCAL IMPACT

ATTACHMENTS

- I. CRE Market Study, Final, 3.29.21



Commercial Real Estate Market Report Green Bay, Wisconsin

Prepared for:



Q1 2021

CONTENT

3	Executive Summary
6	Key Findings & Recommendations
18	Introduction
20	The Green Bay Market
22	Section 1: Office Market
45	Section 2: Industrial Market
61	Section 3: Retail Market
74	Section 4: Multifamily Market
92	Appendix A: Business Survey
101	Appendix B: Current Listings

EXECUTIVE SUMMARY

This commercial real estate market report covers an area referred to as the “Greater Green Bay Market,” and includes areas like the Ashwaubenon Submarket, the Bellevue/DePere Submarket, and the Howard Submarket. The report covers four specific segments of the commercial real estate market: **Office, Industrial, Retail, and Multi-Family**. COVID-19 has certainly impacted all aspects of the real estate market, and trends in the Green Bay market largely reflect national trends.

- **Office Market** – There is currently 1.2 million square feet of office space available in the overall market, which is approximately 10% of the total inventory. Pricing is being impacted as the supply is outpacing the demand. The office market had been softening prior to COVID-19 and this trend was accelerated during the pandemic as working remotely was greatly expanded. Despite the slowing of the market, there is confidence that the office market can and will return as these uses adapt to the new realities of a post-pandemic economy.

***Recommendations** include developing targeting marketing strategies for office uses, considering relevant changes in zoning regulations as needed, monitoring inventory levels of office space and commercial real estate markets, supporting regional economic development attraction efforts for office users, and investing in digital and technology infrastructure. **Example** includes supporting mixed-use development on the WPS/WEC Energy Group site downtown Green Bay to incorporate amenities-rich multi-family development, which is in high-demand, as well as other uses.*

- **Industrial Market** – The national market for industrial property is being driven nationally by labor force availability, transportation infrastructure, ease of permitting and regulatory procedures, building and site availability, state and local taxes, and quality of life. Local industrial market rents are below the national average but are anticipated to trend upwards due to the steady demand and limited inventory. Warehouse space specific to e-commerce is the fastest growing sector in industrial real estate. Many traditional sectors including paper, corrugated, plastics and food manufacturers, as well as transportation and 3PL companies, have seen record-breaking consumer demand due to COVID-19, which is challenging their capacity and changing their space needs. Inventory of available industrial space is historically low and is a sign of a strong industrial market, but it is challenging for companies to find available space (especially larger users on a short timeline).

***Recommendations** include tracking the age and values of industrial buildings, supporting workforce development programs that help attract and retain workers, encourage the development of a diversity of building types and sizes, acquiring additional land for industrial development to capitalize on the demand for existing space, marketing shovel-ready sites ripe for development, providing financial assistance to support industrial development, and conduct formal retention and expansion surveys of current industrial users. **Example** includes controlling and assembling available land along industrial growth corridors to expand existing industrial park offerings and capture new development.*

EXECUTIVE SUMMARY

- Retail Market** – Accelerated reliance on online shopping and E-Commerce have had an accelerated negative effect on bricks and mortar stores. Traditional big box stores and traditional shopping malls have seen the biggest impact. A growing number of urban malls are redeveloping into mixed-use properties that combine retail with high-density residential, restaurants, community services, green space, and experiential attractions like gyms and movie theaters. Owners may be looking for fewer but more relevant tenants, while lease terms are getting shorter with newer businesses. The growing reliance on private deliveries may have an impact on City infrastructure over time. Overall, the retail market has been one of the most volatile real estate segments in Green Bay, as well as the nation. The pandemic caused overall decreases in retail sales, which has a trickledown effect on the local economy.

***Recommendations** include tracking retail closures and vacant or at-risk buildings and sites, continuing support programs for businesses most affected by the pandemic, supporting flexibility in zoning and to allow non-retail uses to vacant retail space, activating dormant retail space with new and creative retail concepts and businesses, such as pop-up markets, encourage locating complementary co-tenants in projects, accommodating increasing delivery of retail goods, and monitoring emerging retail markets, tenants and consumers.*

***Example** is to support creative redevelopment projects such as the proposed conversion of East Town Mall into a mixed-use facility, and work with developers keeping in mind the need for additional flex, warehouse and light industrial space across the region.*

- Multi-Family Market** – Multi-family, along with industrial, has been Green Bay's strongest commercial real estate market over the past five years. Even with a continued (yet moderate) increase in inventory (most of it new construction), we are still seeing stable multi-family demand – both, among renters as well as investors. Every submarket in Green Bay has experienced decreases in multi-family vacancies and consistent growth in rents, sale prices and asset values. Highest rents are found from new construction projects. The strength of Green Bay's multi-family market over the past 12 months can be seen in its favorable sale/asking price differential (-2.1%). Downtown Green Bay also boasts the highest sale price per unit in the metro area, which highlights the appeal the central business district has to both, apartment renters as well as investors. Previous studies show the lack of low-income housing options available in the metro area.

EXECUTIVE SUMMARY

Multi-Family Market (cont.)

Mixed-use developments offer a blend of uses within a specific geographic area and tend to weather rough economic periods significantly better than single-use properties. An increase in urbanization – as well as consumer demand for convenience, flexibility, and walkability – have given rise to mixed-use development as a multi-family trend. Secondary and tertiary markets, including several in the Midwest, have experienced a renaissance as demand for urban living, especially in smaller communities, continues to be a trend (driven by higher quality of life/lower cost of living dynamics). Development will continue in both, urban and suburban locations with a geographic emphasis is slightly shifting to the suburbs. Multi-family investors and developers will consider smaller markets like Green Bay where multi-family performance has resulted from steady growth demand and only moderate development activity. One of the challenges that we see with some local mixed-use projects is the amount of time it takes to fully lease the available commercial space.

Recommendations include developing an active roster of multi-family owners/landlords to improve communication, evaluating ways for the City to encourage multi-family development, tracking multi-family inventories and trends within the City and Metro area, supporting WHEDA tax credit projects and other organizations such as NeighborWorks, providing financial and political support to housing projects near transportation, employment centers, and other support services, and identifying and marketing suitable property for ground-up development or redevelopment. **Example** is to support proposed projects, such as Gorman and Company's apartment project downtown Green Bay and Merge Urban's project in The Shipyard, which intend to bring in-demand product and momentum to the marketplace.

KEY FINDINGS

Section 1: Office Market

1. Increasing Vacancies in the Local Market

- a. **Vacancy rates were on the rise prior to COVID-19.** After a stable performance over the last five years, the office market began experiencing significant vacancies in the second half of 2019. Office leasing activity in 2020 was down significantly compared to the first half of 2019 in large part due to the COVID-19 pandemic. Currently there is approximately 1.2 million square feet of office space (90+ buildings) listed for lease in the Green Bay Metro, approx. 10% of the total inventory.
- b. **Recent closures flooded the Class A and Class B Markets.** Three recent examples are the closure of Shopko's former corporate HQ in Ashwaubenon, UnitedHealth Group's building in Howard, and WPS's campus downtown Green Bay, which account for more than 900,000 square feet of Class A and B office space combined.
- c. **Long term vacancies negatively impact the market.** Large, longstanding vacancy rates have the potential to bring down asset values (as well as local property tax revenues) and impact the financial performance of an entire market.
- d. **Green Bay's office market is largely consistent with the national market.** Green Bay's increase in office vacancies is not unique. Larger, more expensive markets are seeing Great Recession-era vacancy rates – particularly in central business districts, as people continue to tele-commute and avoid crowded downtowns.
- e. **Total office space sales per year remain fairly consistent with previous years.** The current 12-month total sales volume is approx. \$24.5 million, higher than \$16 million one year ago but not too far from the five-year average. Of this 12-month total sales volume, approximately \$20 million took place in the City of Green Bay. Locally, we are not seeing a flurry of office owners rushing to sell because of the pandemic. Office tenants might be downsizing or evaluating their long-term office needs, but only a small minority are eliminating their space altogether. Currently there is approximately 1.6 million square feet of office space (60+ buildings) listed for sale in the Green Bay Metro.

Section 1: Office Market

2. Impacts of COVID-19 on the Local Market

- a. **The use of technology and building design has been disruptively changed by COVID-19.** COVID-19 has forced office users to truly evaluate the way in which people work and what tools (such as space and technology) can best support them. This process will inevitably change the traditional office space as we knew it. Office design trends will also change, giving way to less open-concept spaces, larger conference rooms and common areas, among other trends.
- b. **Projected decrease in demand for office space.** We expect to see a continued decrease in office demand post-COVID. Optimistic projections shows an almost immediate recovery in demand and rents mid-2021, while more conservative real estate experts delay it to the end of 2021.
- c. **Green Bay can be well-positioned for recovery.** We believe that demographic and business trends exacerbated by the pandemic (i.e. workers and companies relocating away from densely-populated markets and into more stable and cost efficient areas) have the potential to benefit the Green Bay Metro area – and the state of Wisconsin as a whole – especially if local and state economic development partners can work together to strategically and proactively market the region.
- d. **Office uses will remain part of the local real estate market.** We do not expect local office users to completely eliminate their office space. Some will reduce their footprint, while others will increase it to accommodate for better social distancing. In addition to people's drive for face-to-face social interaction, factors such as employee productivity, collaboration, problem-solving, work-life balance and company culture will play a role as companies (and employees) weigh the value of having a physical workplace.

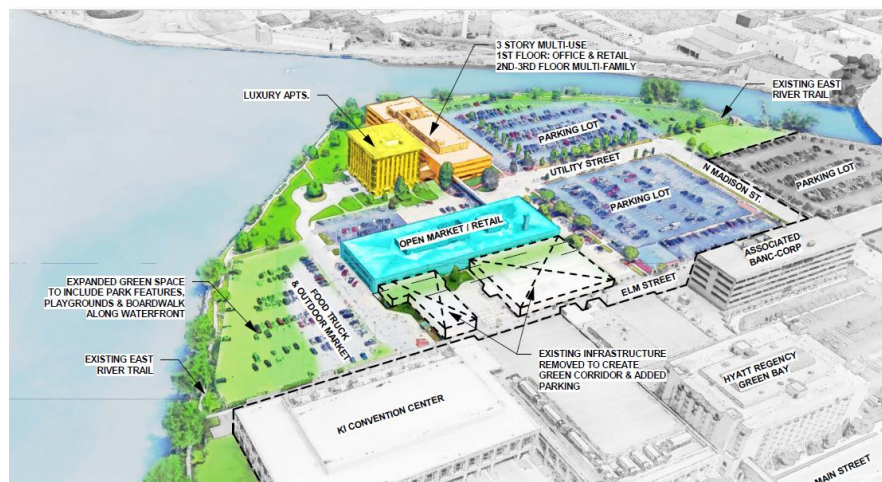
3. Working from Home Trends

- a. **Working from home is not a new trend.** The pandemic was an acceleration of what office users were already taking more interest in, including flexibility and remote work options.
- b. **Many employers were already investing in technology for a mobile workforce prior to the pandemic.** Over the past decade – and certainly in 2020 – several local companies have invested heavily in infrastructure, as well as adjusted their internal office policies, to make work-from-home viable and productive for their employees. We do not expect that to change or downgrade going forward.
- c. **A combination of in-person and remote work for many office employees is a likely outcome after the pandemic.** Overall, the vast majority of office workers (more than 70%) will expect a blend of remote work and office work after the pandemic. Personal choice and flexibility will be key moving forward.

Section 1: Office Market

Recommendations:

1. **Create and implement a targeted marketing strategy for new and expanded office uses.** Develop a plan to aggressively market large, vacant office space, either to other office users or, ideally, a variety of uses.
2. **Adapt relevant ordinances and codes to provide alternatives for office uses.** As far as permitted uses and zoning ordinances for vacant office property, the City should be as flexible as possible to keep up with changes in office trends – particularly in a post-pandemic environment. Municipalities will be challenged to think “outside the box” and allow alternative uses when appropriate.
3. **Maintain a current, accurate inventory of available office space.** The City should keep track of the existing office inventory – class, age, location, values, rents, vacancy/absorption rates, etc. – to better monitor trends and plan for market changes.
4. **Support regional attraction efforts for new office uses.** Continue to support ongoing regional economic development efforts that work to position Greater Green Bay as a good place to live and work.
5. **Invest in supporting technology and infrastructure to support office uses.** Continue to invest in technology and digital infrastructure to keep up with office user demands (as well as businesses and residents as a whole). The availability of high-speed internet, in both urban and rural areas, is critical to stay relevant in an increasingly digital economy.
6. **Monitor all commercial real estate sectors.** In addition to office, track and monitor office, industrial and multifamily inventories to better understand supply & demand.



WPS/WE Energy's site downtown Green Bay is well-suited for mixed-use redevelopment.
Conceptual rendering provided by Bayland Buildings

Section 2: Industrial Market

1. National Industrial Trends

- a. **Labor availability tops factors influencing site selection.** A notable, ongoing trend in the industrial sector, which directly impacts real estate decisions, is the importance that availability of labor has on location criteria. Other top factors include transportation infrastructure; ease of permitting and regulatory procedures; building and site availability, state and local taxes; and quality of life.
- b. **Green Bay has relatively low real estate costs compared to the nation.** The national average industrial rent is around \$7.88 per square foot, which again highlights the low real estate costs in Green Bay compared to larger industrial markets.
- c. **Older existing space plays an important role to meeting market demand—not just new space.** Not every industrial building needs to be new. Functional and well-located, Class B warehouse space – attractive to third-party logistics and manufacturing sectors, for example – will continue to be in-demand and offer good investment opportunities.
- d. **E-Commerce will continue to grow in its influence on warehousing space.** U.S. E-commerce sales account for 16% of overall retail sales and they have only increased due to COVID-19. By 2030, they are projected to account for 43% of overall retail sales.
- e. **E-Commerce facilities tend to need larger amounts of space.** E-commerce specific warehouse space requires up to three times the square footage than that of traditional brick-and-mortar retail stores (retailers offer more variety of products online versus in stores). Distribution facilities handling returns may need up to 20% more space than a traditional facility.
- f. **Industrial real estate remains one of the more popular investments.** At the national level, industrial real estate is considered the most attractive asset class for investors. Online shopping has been the driver for the rapid acceleration of warehouse demand across the country, resulting in an ultra-competitive investment environment.

2. Industrial Market Overview for the City of Green Bay

- a. **Green Bay's competitive position to attract industrial development remains strong.** The location, highway access, infrastructure, labor pool, real estate availability, among other factors, make the City of Green Bay an attractive place for industrial users, such as manufacturing, transportation, distribution, etc.
- b. **Rent for industrial property in Green Bay remains competitively low.** Average industrial rents in the Green Bay submarket are relatively low compared to the other submarkets because the existing inventory within the City tends to be older construction.

Section 2: Industrial Market

- c. **COVID-19 has slowed locating new tenants.** Leasing activity data shows a softening in demand in the last 12 months, most likely because of the uncertainty and market instability created by COVID-19.
- d. **Demand for industrial property in the Green Bay market has remained steady.** Despite this slowdown, industrial leasing demand across the metro area has remained consistent in the last three years, reflecting a wide variety of space needs – from 1,000 to 1,000,000 square feet. This full spectrum of space requirements is a good sign, showing a diverse and growing industrial sector, but it also challenges the market to provide a wide variety of options to meet market needs.
- e. **Green Bay vacancy rate continues to demonstrate a strong industrial market, but also illustrates the lack of supply.** In the last five years, industrial vacancy rates in the Green Bay area averaged a historically-low 1.3%. While this is reflection of a strong (and predominantly owner-occupied) industrial market, this limited inventory is creating challenges for companies – particularly larger users – looking for existing industrial space to lease or buy.
- f. **Large users are thriving in the Green Bay market.** In the Green Bay submarket alone, there are more than 40 existing industrial buildings over 100,000 square feet that are 100% occupied (most of them owner-occupied).
- g. **Quality of new construction and continued lack of inventory is likely to drive up industrial rents.** Industrial market rents are projected to continue to trend up in the next five years, especially in new construction. We are starting to see new industrial space in the Appleton/Green Bay market lease well into the \$5.50 to \$5.75/SF range.
- h. **Property values should continue to grow.** Sale price per square foot is projected to grow in the next five years, which makes sense considering rents, values and demand are projected to increase or at least hold steady.
- i. **Many of Green Bay's target employment sectors are growing.** For certain industrial users in Brown County – paper, corrugated, plastics and food manufacturers, as well as transportation and 3PL companies – COVID-19 created a wave of record-breaking demand that is challenging their capacity and changing their space needs.
- j. **Manufacturing leads the way in recent hires.** Unemployment levels in Brown County went from 13% in April 2020 to 4.3% in September 2020 – a remarkable recovery that would not have been possible without a strong manufacturing sector.
- k. **Increasing construction costs are limiting growth and expansion potential.** One of the challenges that industrial developers face is increasing construction costs, which impacts how competitive rents can be. There is still a large inventory of Class B and C industrial space in the metro area that will be priced significantly lower than new construction.

Section 2: Industrial Market

Recommendations:

1. **Track available industrial assets in the market.** Monitor the age and values of industrial assets and help maintain a balance of older/more affordable space, as well as modern space that better fits market needs.
2. **Maintain programs designed to grow the number and skills of the local workforce.** Continue to support workforce development programs that help attract and retain workers in the area. Without a doubt, access to labor remains the biggest challenge for local employers.
3. **Encourage a diversity of new industrial site inventory.** The City should pave the way for the development of a wide variety of business and facility sizes. There are several small and medium-sized manufacturers and others in the area which need space and support to grow.
4. **Acquire additional land for industrial development.** The City should explore plans to identify and acquire additional land to make way for large-scale industrial development. Well-located property with good highway access and infrastructure – among other factors – should be prioritized.
5. **Invest public funds to support industrial development.** When appropriate, the City should continue to support financial incentive programs (i.e. TIF Financing) to help ease some of the upfront costs for industrial developers. TIF availability has become a key criteria in industrial site searches.
6. **Facilitate the retention and expansion of current industrial tenants in the City through formal communication efforts.** Survey existing industrial users periodically to get better insight into their space needs and challenges.



The industrial market has fared the best among major commercial real estate property types through the economic downturn. Consistent demand and limited inventory is driving down vacancies and availability to historic levels, creating challenges for industrial users looking to lease or acquire existing space.

Section 3: Retail Market

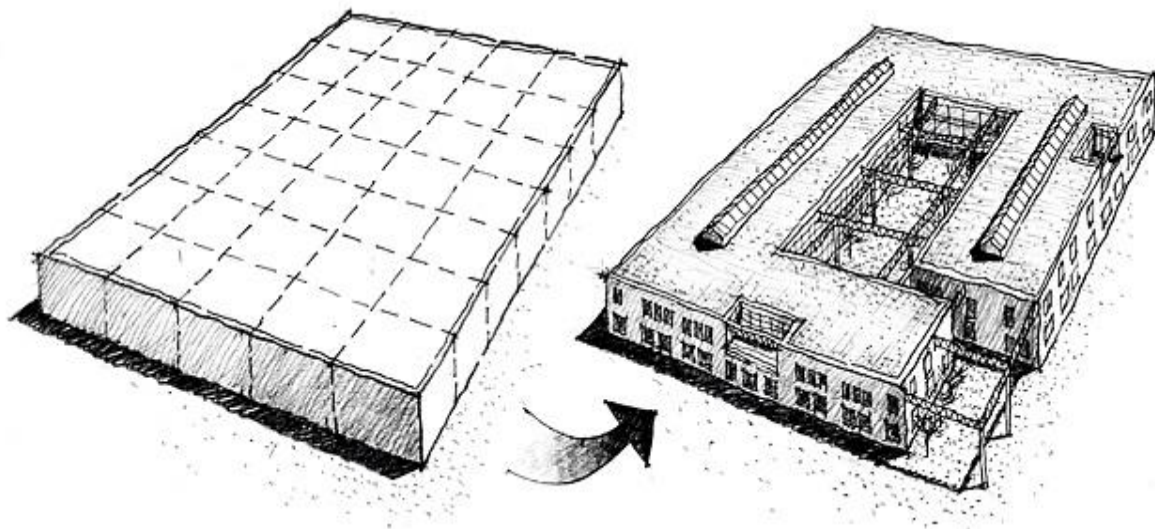
1. National Industrial Trends

- a. **E-Commerce is impacting traditional retail stores.** E-commerce is not a new trend, but COVID-19 has accelerated online shopping, hurting brick and mortar stores even more. A record 9,500 stores went out of business in 2019 around the U.S., which seems massive – but as many as 25,000 could shut down permanently in 2020, mostly in malls, according to estimates. As of mid-2020, more than 8,000 retail locations had gone permanently dark.
- b. **Older development and land use models are being the hardest hit by the pandemic.** The big-box segment of the market is feeling the biggest challenges, but malls have also been grappling with the closure of anchor stores. The disappearance of retail icons/anchor stores has created new opportunities for landlords, including backfilling with more resilient anchor tenants or using non-retail tenants to generate foot traffic.
- c. **Redevelopment of older retail sites with increased density is becoming more common.** There is also a trend toward redeveloping urban malls into mixed-use properties that combine retail with high-density residential, restaurants, community services, green space, and experiential attractions like gyms and movie theaters.
- d. **Landlords are changing the way they lease retail space.** The evolution of malls, shopping centers, and retail districts combined with newer retail channels has had a significant impact on the landlord/tenant relationship. Owners may be looking for fewer but more relevant tenants.
- e. **Shorter leases with newer users are trending in retail.** Retail landlords have noted a trend toward shorter lease terms and we expect this to continue post-COVID. Conventional wisdom saw long lease terms as a plus because they reduce vacancy/releasing risk. However, today's retail industry is characterized by newer, unproven brands.
- f. **The growth in the demand for private delivery services will continue to shape the retail marketplace.** As changes continue in how retail activity is conducted and in consumers' expectations regarding the speed of delivery, the volume of private deliveries continues to grow. This is layered onto existing, large volumes of business-to-business deliveries, altogether challenging the capacity of streets, sidewalks, and other infrastructure.

Section 3: Retail Market

2. Retail Market Overview for the City of Green Bay

- a. **Changes in the Green Bay retail market have been significant.** Overall, retail has experienced the most volatile asset values in Green Bay, which is to be expected given the market volatility industrywide.
- b. **Retail is currently subject to highly disruptive factors.** Like many other retail markets across the U.S., Green Bay is facing serious challenges. The ongoing evolution of consumer habits – led by online shopping – are disrupting the industry, forcing store closings and causing what some call a “retail apocalypse.”
- c. **Overall, retail sales are down over the past year with the pandemic.** Despite the boost in online sales, the pandemic caused overall decreases in retail sales, which has a trickledown effect on the local economy. Trade, Transportation & Utilities, and Leisure & Hospitality – two of the largest retail user groups – account for more than 30% of the metro’s employment (approximately 50,000 of 160,000 workers). In addition, total retail spending in 2018 was \$133 million – roughly 20% of total visitor spending – according to the Green Bay CVB.



As vacant big-box space continues to struggle, it will be important to be flexible with zoning and use permitting processes to make way for mixed-use and non-retail redevelopment when appropriate

Section 3: Retail Market

Recommendations:

1. **Track availability of retail sites.** Develop a system to track retail closures and vacant or troubled facilities.
2. **Maintain and expand small business assistance programs.** Work in collaboration with the CVB, Chamber, downtown BIDs and other local partners to support businesses most affected by the pandemic.
3. **Encourage reuse of not-retail uses in vacant retail space.** Support changes in zoning and use to welcome other, non-retail uses to vacant retail space. These new uses, in turn, will spark demand for retail goods and services.
4. **Encourage non-traditional types of retail.** Support new and creative retail concepts and businesses, such as pop-up markets, since they often help activate otherwise dormant retail space.
5. **Focus on tenant mixes that provide a value-add to the development.** When considering proposed retail or mixed-use projects, it is important to evaluate how the new use/tenant/owner will complement co-tenants to create a mix that is pertinent today.
6. **Prepare for increased delivery activity in the City.** Plan for a continued increase in overall delivery rates considering the needs of property owners, retailers, delivery companies and consumers, as well as environmental externalities including congestion, emissions, and noise; adaptive use of land to create and implement distribution efficiencies; and adapting dense residential zones.
7. **Monitor relevant real estate trends and make actionable decisions based on data.** Like in other property markets, access to data analytics is an effective way to track valuable insights on current and emerging retail markets, insights about tenants and consumers, and pull-out actionable intelligence.

Section 4: Multi-Family Market

1. National Multi-Family Market Trends

- a. **Cooling of the Multi-Family market.** As a result of COVID-19, apartment demand is expected to slow down, although the impact locally could be smaller than in larger markets, which had record levels of new construction before the pandemic.
- b. **Urban amenities increase in popularity.** Secondary and tertiary markets, including several in the Midwest, have experienced a renaissance as demand for urban living in smaller communities continues to be a trend (driven by higher quality of life/lower cost of living dynamics).
- c. **Multi-Family as part of mixed-use projects is on the rise.** An increase in urbanization – as well as consumer demand for convenience, flexibility, and walkability – have given rise to mixed-use development as a multi-family trend. While mixed-use is not new to real estate, it is becoming more popular locally.
- d. **Mixed-use developments offer a blend of uses within a specific geographic area.** They meet the needs of residents, businesses, workers, shoppers, students, and visitors. You might see a blend of apartments and condos, office space, retail shops, galleries, health centers, schools, and social spaces (e.g., parks, rec centers, gyms, concert venues, etc.).
- e. **Mixed-use projects offer flexibility in times of economic distress.** Research shows that mixed-use developments weather rough economic periods significantly better than single-use properties. Office space and residential properties, specifically, saw much higher occupancy rates, rents, and rent growth than comparable, single-use districts and properties. While real estate investing has long been a game of specialties, mixed-use trends are pushing the industry to approach opportunities in a different way.
- f. **Development will continue in both, urban and suburban locations.** But the geographic emphasis is slightly shifting to the suburbs – both, mid-rise “urban-like” product in the densifying suburbs, and garden product in more traditional greenfield locations.
- g. **Multi-family investors and developers will consider smaller markets.** While liquidity and overbuilding risks are generally higher in smaller markets, there are several secondary and tertiary markets with exceptional multi-family performance resulting from favorable supply/demand fundamentals (steady growth over recent years and only moderate development activity). Such is the case in the Green Bay market.
- h. **Millennials will continue to move into homeownership.** At least as fast as to affordability issues (including record levels of student loan debt) allow.

Section 4: Multi-Family Market

2. Multi-Family Market Overview for the City of Green Bay

- a. **MSA Professional Services' Green Bay Housing Study**, released in October 2020, provides an extensive analysis of the county's housing market.
- b. **Multi-family, along with industrial, has been Green Bay's strongest commercial real estate market over the past five years.** Even with a continued (yet moderate) increase in inventory (most of it new construction), we are still seeing stable multi-family demand – both, among renters as well as investors.
- c. **Every submarket in Green Bay has experienced decreases in multi-family vacancies and consistent growth in rents, sale prices and asset values.** The ongoing housing shortage statewide is a major contributing factor.
- d. **Submarkets such as Downtown Green Bay and the Howard/Suamico area showed the highest rents** mainly because of new construction levels, as well as market demand.
- e. **Limited availability in supply.** In the last 2-3 years, there has been a very limited inventory of multi-family investment property for sale. There is market demand from local and national investors, but a real shortage of available product.
- f. **Sale pricing for Multi-Family projects remains strong.** The strength of Green Bay's multi-family market over the past 12 months can be seen in its favorable sale/asking price differential (-2.1%). This means that properties listed for sale in the last year sold for only 2% below asking price.
- g. **Downtown** Multi-Family rents and sales price remain highest in the market. In addition to the highest median rents, Downtown Green Bay also boasts the highest sale price per unit in the metro area, which highlights the appeal the district has to both, apartment renters and investors.
- h. **Certain submarkets, such as Allouez, have a much smaller multi-family inventory** because they are mainly single-family markets and/or may have less land available for development.
- i. **The lack of affordable housing for lower incomes remains problematic.** One of the gaps pointed out on MSA's Housing Study is the lack of low-income housing options available in the metro area.
- j. **Compared to other parts of the country, COVID-19 has had a moderate effect on Green Bay's multi-family market.** Local landlords have reported on-time rent payments, although there were some challenges in spring 2020 when unemployment levels in Brown County reached 10%.

Section 4: Multi-Family Market

- k. **Commercial space leasing as part of mixed-use projects takes longer and makes mixed-use projects more difficult.** One of the challenges that we see with some local mixed-use projects is the amount of time it takes to fully lease the available commercial space. For example, the lower-level commercial suites at The Metreau in downtown Green Bay have been on the market since the project was built in 2016. Lack of parking – which a municipality can help address – access/convenience, asking rents, or high common area fees, can all play a role.

Recommendations:

1. **Create a roster of owners and landlords.** Given the high percentage of local ownership, it would be beneficial for the City and/or other local entities to develop an active roster of multi-family owners/landlords, improve communication, learn about challenges or opportunities and how the City can help – including around workforce housing.
2. **Develop public policies to encourage Multi-Family development.** Taking into account the significant demand for and low supply of multi-family units, the City should evaluate ways to encourage multi-family development – from identifying suitable sites, to providing financial incentives to help offset construction costs.
3. **Track multi-family inventories within the City, as well as the Metro area, to identify trends in rents, vacancy rates, new construction, etc.**
4. **Support organizations with affordable housing experience and a part of its mission.** It will be important for the City to continue to support WHEDA tax credit projects, as well as organizations such as NeighborWorks and others, to help close the gap.
5. **Provide financial and political support to viable housing projects developing in areas near transportation, work, and other services.**
6. **The City should stay on top of new market trends and renter expectations to help deliver in-demand product.**
7. **Continue to support mixed-use and multi-family development projects by identifying and marketing suitable property for ground-up development or redevelopment.**

INTRODUCTION

This study has been conducted for the City of Green Bay's Department of Community and Economic Development (DCED) and Economic Development Authority (EDA) by NAI Pfefferle, a local commercial real estate firm with 50 years of local market experience. The purpose of the

About Green Bay

The City of Green Bay (population 104,578+) is one of the fastest growing cities in Wisconsin boasting a strong manufacturing and economic base, high quality of life and low cost of living. The Green Bay Metro Area, with a population of 322,000 people, is projected to grow 26% from 2010 to 2040. In addition to top-ranked educational institutions, a vibrant retail and tourism industry, and of course, the Green Bay Packers, Green Bay is also home to a strong and diverse industry mix. The area's largest employers include Schneider National, Georgia-Pacific, Schreiber Foods, Associated Bank, Green Bay Packaging and Festival Foods, to name a few.

About NAI Pfefferle

NAI Pfefferle, a division of Pfefferle Companies Inc., is the region's leader in commercial real estate and the largest north of Milwaukee. Founded in 1972, today the firm has offices in Green Bay, Appleton, Sheboygan and Wausau; 450+ commercial listings; and 20 licensed brokers, who bring more than four centuries of combined real estate experience. NAI Pfefferle is also an affiliate of NAI Global, a network of 375+ real estate firms and 6,000 local market leaders around the world, which provides our team and our clients full market reach. NAI Pfefferle specializes in selling and leasing office, industrial, retail, multi-family, land and investment property throughout the state of Wisconsin.

Data Collection

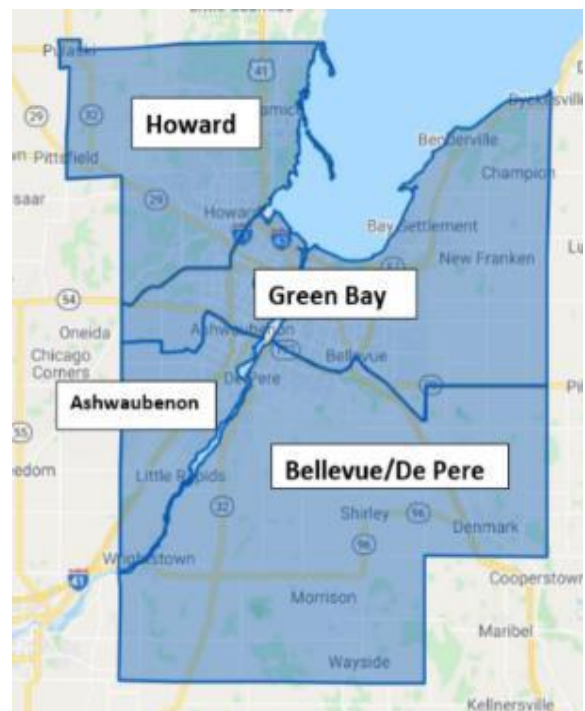
Data for this study was collected by NAI Pfefferle from available online resources including CoStar; local business and economic development partners, as well as our team's local market expertise. We utilized data sources, market reports, internal transaction data, strategic partnerships, personal interviews, and quantitative/qualitative surveys to produce local insight on the Green Bay commercial real estate market and some of the factors that impact its performance. Market data provided in this report captures a live snapshot of the market at the time that the information was procured.

In collaboration with the City of Green Bay and St. Norbert College's Strategic Research Institute and the City of Green Bay, NAI Pfefferle surveyed local Green Bay businesses to understand the future wants and needs of businesses in relation to space and real estate. The survey also asked companies how the COVID-19 pandemic has affected them, and if/how it will change their future facilities needs.

CoStar Statistics, unless specifically stated otherwise, calculates statistics using CoStar Group's entire database of existing buildings in each given submarket or metro area. Included are office, retail, industrial and multi-family buildings. CoStar Group's global database includes approximately 95.6 billion square feet of coverage in 4.4 million properties. All rental rates reported in CoStar Office Statistics have been converted to a Full Service equivalent rental rate unless stated otherwise. (CoStar license #1055869).

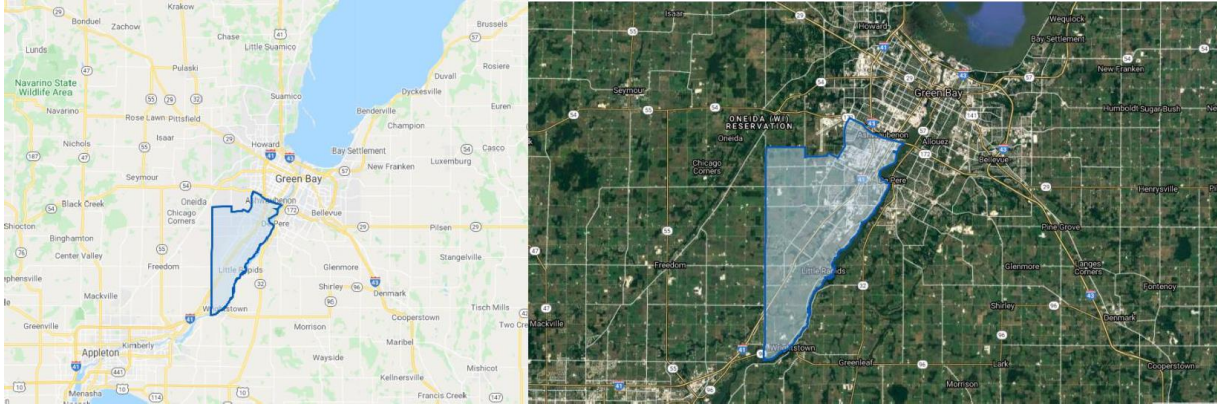
Regional Scope

It is difficult to isolate the City of Green Bay from the rest of the metro area since the market and its main actors behave regionally. When Green Bay-based Tweet/Garot was looking for a new office and warehouse building, the company looked regionally and ended up locating their office in downtown De Pere and their warehouse/production facility in Wrightstown. UnitedHealth Group's decision to move from Howard to De Pere is another recent example, among many others. Due to the size and dynamics of the Green Bay market, it is crucial to think regionally. Municipal boundaries can and do make a difference when businesses decide where to locate or expand their operation. However, the focus of this report is to take the pulse of the regional market and identify common themes that can have a greater impact across the entire community.

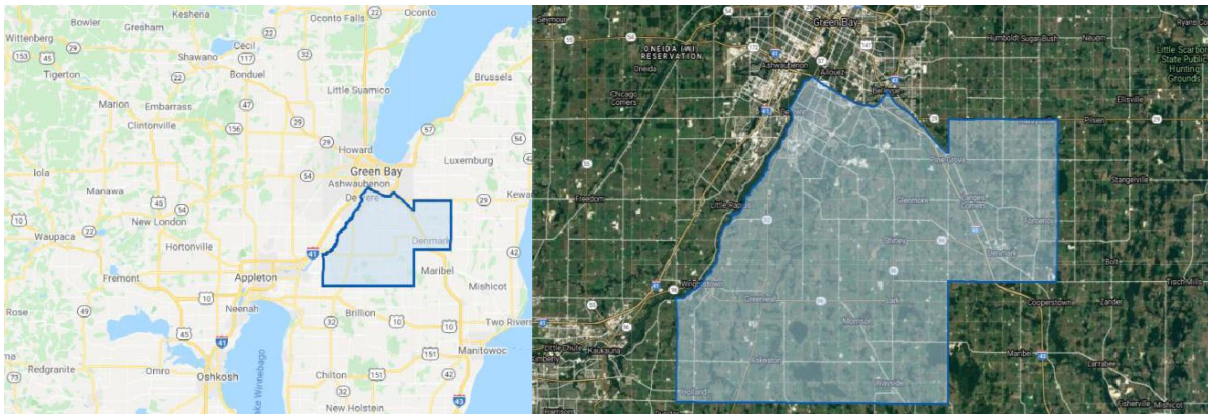


THE GREEN BAY MARKET

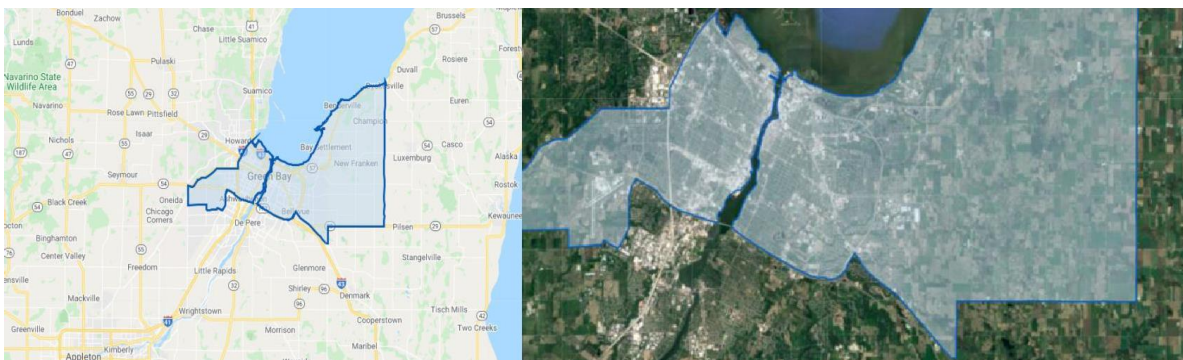
Ashwaubenon Submarket: South Ashwaubenon (south of Hwy 172), Little Rapids, Town of Lawrence



Bellevue/De Pere Submarket: South Bellevue, East De Pere, Wrightstown, Denmark

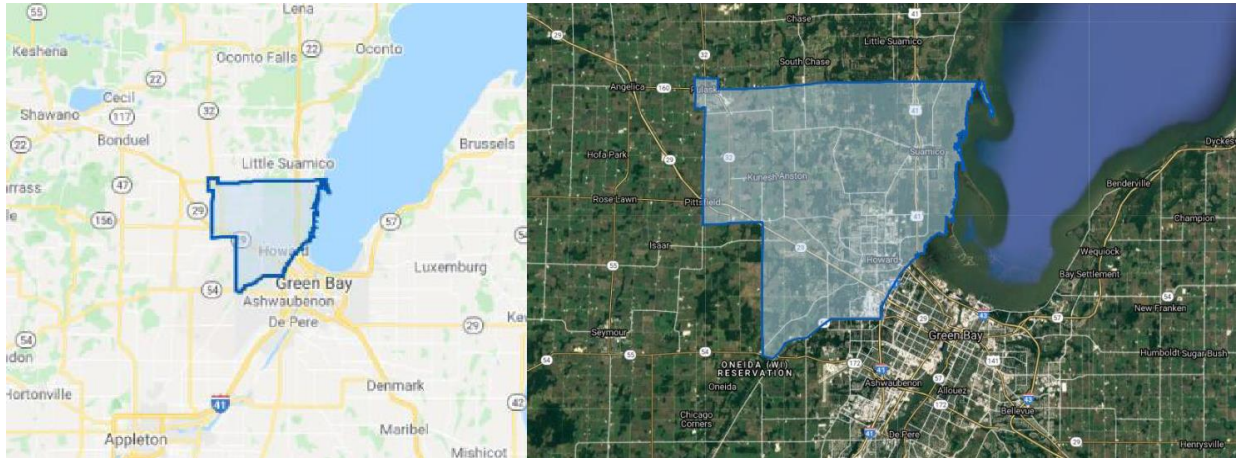


Green Bay Submarket: City of Green Bay



THE GREEN BAY MARKET

Howard Submarket: Howard, Suamico, Pulaski



Greater Green Bay Area (subject market)



SECTION 1: GREEN BAY OFFICE MARKET

Overview

Of the major commercial property markets, office is the smallest in the City of Green Bay in terms of asset value (approximately \$560 million) and square footage (approximately 5.5 million square feet), yet more than 50% of all office assets in the Metro area are located within the city. For the Green Bay Metro as a whole, office is the third largest real estate sector (after industrial and retail) with approximately \$1.35 billion in assets, 625 to 650 office buildings, and around 10.3 million square feet of space. 55% of the office inventory in the Green Bay Metro area – about 5.6 million square feet – is in the Green Bay submarket (City of Green Bay), followed by Ashwaubenon with 2.6 million square feet, Howard with just below one million, and Bellevue/De Pere around 750,000 square feet.

The majority of Green Bay office assets are owned by private investors (59%), while end-users make up 24% and institutional investors make up 14%. REITs (Real Estate Investment Trusts) and other public investment firms only make up 3% of Green Bay's office asset ownership. Furthermore, 60% of assets are owned by local investment groups, while 39% are held by other entities around the nation. Foreign investment accounts for less than 2% of local asset ownership.

Green Bay's office market has shown stable performance over the past five years overall. From 2015 to 2019, office asset values, rent per square foot, sale price per square foot, and inventory levels had gone relatively unchanged, while vacancy rates had shown an overall compression.

Beginning in Q4 of 2019, however, the Green Bay office market has experienced significant changes that are cause for concern – now only exacerbated by COVID 19's impact. Following Shopko's Chapter 11 bankruptcy in Q2 of 2019 and UnitedHealth Group's relocation announcement in Q4 of 2019, vacancy rates in the Green Bay Metro area have increased dramatically to a current 10.5%. Shopko's former Headquarters building, located at 700 Pilgrim Way in Ashwaubenon, UnitedHealth's current headquarters, located at 3100 AMS Blvd. in Howard – scheduled to be completely vacated by Q2 of 2021 – and Wisconsin Public Service's Green Bay campus – scheduled to be vacant by the end of 2020 – account for more than 900,000 square feet of office space combined, from Class A to Class C. That is almost 9% of the entire office inventory in Brown County. It will be imperative that efforts continue to backfill these large corporate facilities, which were designed and built for a single user and are challenging to market.

Despite these shocks to the market, new developments in the Titledown District and the Rail Yard, among others, are looking to end the dry spell of new office developments in the area. The Titledown Office project in Ashwaubenon alone is planning to add close to 147,000 square feet of speculative Class A+ office space. It is unknown how an office market recovering from COVID will respond to these new high-end products.

Green Bay Metro Office, Key Performance Indicators

INVENTORY SF 10.1M -0.1% Prior Period 10.1M	UNDER CONSTRUCTION SF 331K +104.9% Prior Period 161K	12 MO NET ABSORPTION SF (373K) -4,312.4% Prior Period 8.9K	VACANCY RATE 10.6% +3.6% Prior Period 7.0%	MARKET RENT/SF \$16.94 +0.5% Prior Period \$16.85	MARKET SALE PRICE/SF \$104 +0.1% Prior Period \$104	MARKET CAP RATE 9.9% +0.1% Prior Period 9.8%
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Availability	Inventory	Sales Past Year	Demand
Vacant SF 1.1M ↑	Existing Buildings 609 ↓	Asking Price Per SF \$52 ↓	12 Mo Net Absorp % of Inventory -3.7% ↓
Sublet SF 147K ↑	Under Construction Avg SF 110K ↑	Sale to Asking Price Differential -36.7% ↓	12 Mo Leased SF 82.2K ↓
Availability Rate 15.5% ↑	12 Mo Demolished SF 13.8K ↑	Sales Volume \$24.4M ↑	Months on Market 10.9 ↓
Available SF 1.6M ↑	12 Mo Occupancy % at Delivery 0% ↓	Properties Sold 33 ↑	Months to Lease 4.6 ↓
Available Asking Rent/SF \$14.50 ↑	12 Mo Construction Starts SF 174K ↑	Months to Sale 11.7 ↑	Months Vacant 7.7 ↓
Occupancy Rate 89.4% ↓	12 Mo Delivered SF 4.7K ↓	For Sale Listings 53 ↓	24 Mo Lease Renewal Rate 65.7% ↓
Percent Leased Rate 89.6% ↓	12 Mo Avg Delivered SF 8.6K ↓	Total For Sale SF 1.5M ↑	Population Growth 5 Yrs 1.9% ↓

Office Market, Regional Snapshot

Chicago - IL | \$108 B Asset Value

Inventory SF	502 M ↑	Market Rent/SF	\$29.29 ↑
Under Constr SF	6 M ↓	Annual Rent Growth	0.4% ↑
12 Mo Net Absorp SF	(1.5 M) ↓	Market Sale Price/SF	\$213 ↓
Vacancy Rate	13.0% ↑	12 Mo Sales Vol	\$2.5 B ↓

Minneapolis - MN | \$32.5 B Asset Value

Inventory SF	199 M ↑	Market Rent/SF	\$25.65 ↑
Under Constr SF	3.6 M ↑	Annual Rent Growth	1.6% ↑
12 Mo Net Absorp SF	(577 K) ↓	Market Sale Price/SF	\$160 ↑
Vacancy Rate	8.3% ↑	12 Mo Sales Vol	\$1 B ↓

Milwaukee - WI | \$10.2 B Asset Value

Inventory SF	77.5 M ↑	Market Rent/SF	\$20.37 ↑
Under Constr SF	701 K ↓	Annual Rent Growth	3.2% ↑
12 Mo Net Absorp SF	(445 K) ↓	Market Sale Price/SF	\$130 ↓
Vacancy Rate	9.0% ↑	12 Mo Sales Vol	\$253 M ↓

Madison - WI | \$5.1 B Asset Value

Inventory SF	36 M ↑	Market Rent/SF	\$22.84 ↑
Under Constr SF	150 K ↓	Annual Rent Growth	1.8% ↑
12 Mo Net Absorp SF	411 K ↓	Market Sale Price/SF	\$140 ↑
Vacancy Rate	4.4% ↓	12 Mo Sales Vol	\$48.6 M ↓

Green Bay Submarket Office, Key Performance Indicators

AVAILABILITY	SUBMARKET	MARKET
Market Rent/SF	\$16.91 ↓	\$16.91 ↓
Vacancy Rate	7.5% ↓	10.4% ↓
Vacant SF	425 K ↓	1.1 M ↓
Availability Rate	14.9% ↓	15.3% ↓
Available SF	868 K ↓	1.6 M ↓
Sublet SF	0 ↓	147 K ↓
Months on Market	11.0	10.7

DEMAND	SUBMARKET	MARKET
12 Mo Net Absorption SF	(70.7 K)	(379 K)
6 Mo Leasing Probability	25.5%	23.9%

INVENTORY	SUBMARKET	MARKET
Existing Buildings	369 ↓	653 ↓
Inventory SF	5.7 M ↓	10.3 M ↓
Average Building SF	15.4 K ↓	15.8 K ↓
Under Construction SF	147 K ↓	331 K ↓
12 Mo Delivered SF	0 ↓	4.7 K ↓

SALES	SUBMARKET	MARKET
12 Mo Transactions	18 ↓	24 ↓
Market Sale Price/SF	\$100 ↓	\$105 ↓
Average Market Sale Price	\$1.6 M ↓	\$1.7 M ↓
12 Mo Sales Volume	\$11.7 M ↓	\$15.3 M ↓
Market Cap Rate	9.9% ↓	9.9% ↓

Office Inventory by Building Class

Commercial real estate buildings are usually rated by class: A, B, or C. Building class rating is intended to be a standard process across different markets, but in practice it is largely subjective and heavily dependent on location, market dynamics, and personal opinion.

Class A: New and high-quality. Class A buildings are usually in desirable locations, have a high level of building infrastructure and technology, and are typically professionally managed. Class A space attract high quality tenants and collect the highest rents.

Class B: Typically older and of lower quality than class A buildings. Class B buildings are structurally sound but possibly in need of light cosmetic work, as well as technological and infrastructural updates.

Class C: The lowest classification of buildings. Class C buildings are likely older, in need of extensive renovations, and in less desirable locations. These buildings will likely have outdated infrastructure and technology, and have less efficient layouts. Class C space will fetch the lowest lease rates and typically will take the longest time to lease. In some cases, class C space will be used for redevelopment due to the cost and time of bringing the building back to optimal operating capacity.

Green Bay has many office buildings (about 125 total) that we would consider “Class A” in the local market. There are also a few office buildings that stand out in the market as best-in-class. We have dedicated an “A+ Class” for this small selection, which would likely classify as Class A in larger, more developed markets.

Class A+

13 Properties

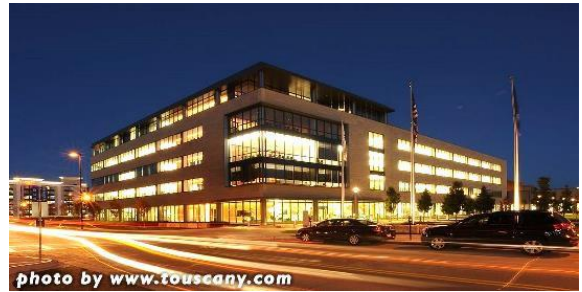
Inventory = 548,000 SF (321,000 SF under construction)

5 year average vacancy = 4.63%

5 year average rent = \$23.53/SF

5 year average sale price = \$165/SF

5 year average cap rate = 8.51%



Examples (pictured):

Schreiber Foods Headquarters

400 N. Washington Street, Green Bay

Nicolet Center, Green Bay

111 N. Washington Street, Green Bay



Under Construction (pictured):

1175 Lombardi Ave, Green Bay

Available SF = 22,431 – 125,885

Asking Rent = \$24-\$28/SF/NNN

2465 Marina Circle, Ashwaubenon

Available SF = 3,136 – 17,519

Asking Rent = \$22.00/SF/NNN



Class A

123 Properties

Inventory = 4.1M SF

5 year average vacancy = 7.32%

5 year average rent = \$17.26/SF/NNN

5 year average sale price = \$106/SF

5 year average cap rate = 8.88%

Examples (pictured):

325 Reid Street, Ashwaubenon

Square Feet = 65,000

Asking Rent (2019) = \$18 Gross/SF

3008 Walker Drive, Green Bay

Available SF = 2,781

Asking Rent = \$13.00/SF/NNN



Class B

450 Properties

Inventory = 5.5M SF

5 year average vacancy = 8.72%

5 year average rent = \$13.90/SF

5 year average sale price = \$90/SF

5 year average cap rate = 9.83%

Examples (pictured):

1525-1551 Park Place, Ashwaubenon

Available SF = 46,450

Asking Rent = \$10/MG

421 Lawrence Drive, De Pere

Available SF = 32,500

Asking Rent = \$13/SF/NNN



Class C

38 Properties

Inventory = 145K SF

5 year average vacancy = 1.94%

5 year average rent = \$13.74/SF

5 year average sale price = \$84/SF

5 year average cap rate = 10%

Examples (pictured):

1546 Western Avenue, Green Bay

Available SF = 1,649

Asking Rent = \$7.27

425 S Military Avenue, Green Bay

Available SF = 643 – 2,735

Asking Rent = \$6.89 – 10.28

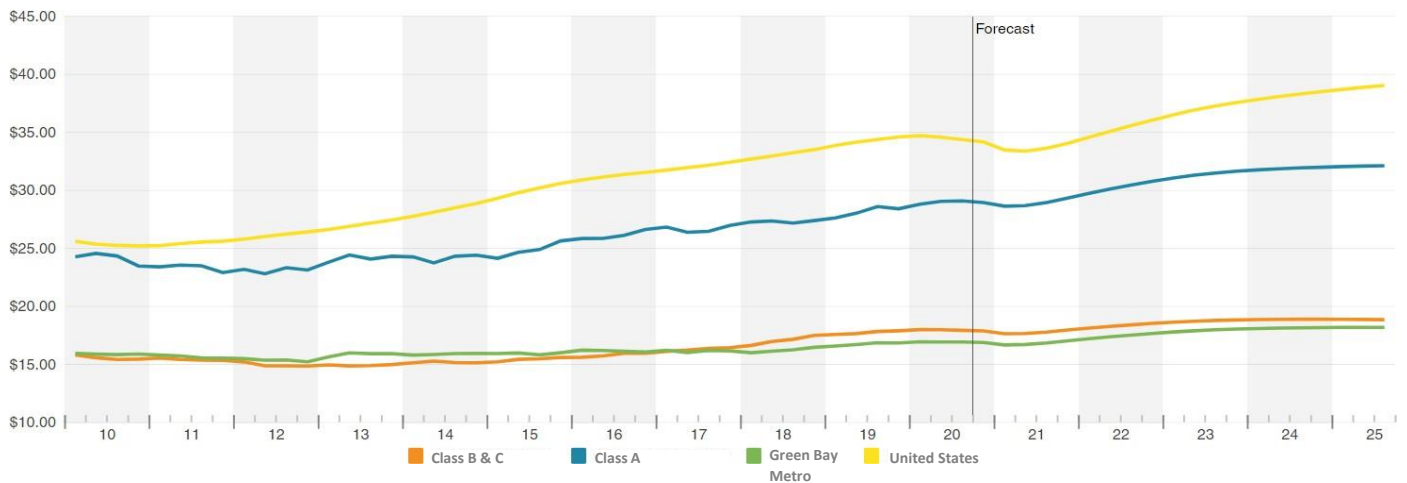


Figure 1: Market Rent Per SF, Green Bay Metro

Relative to the different building class types, Figure 1 (above) shows a few interesting things. First, the slow-but-steady increase in market rent over the last five years in the Green Bay Metro; the difference in rent between Class A and Class B & C office product; the rapid increase in Class A office rent relative to the rest of the market (driven by rents in new and upcoming A+ space, mentioned above); and the overall increase in office rent nationally over the past decade – a rate of approximately \$1 per square foot, per year. See Rents section below for more details.

Office Leasing

Rents

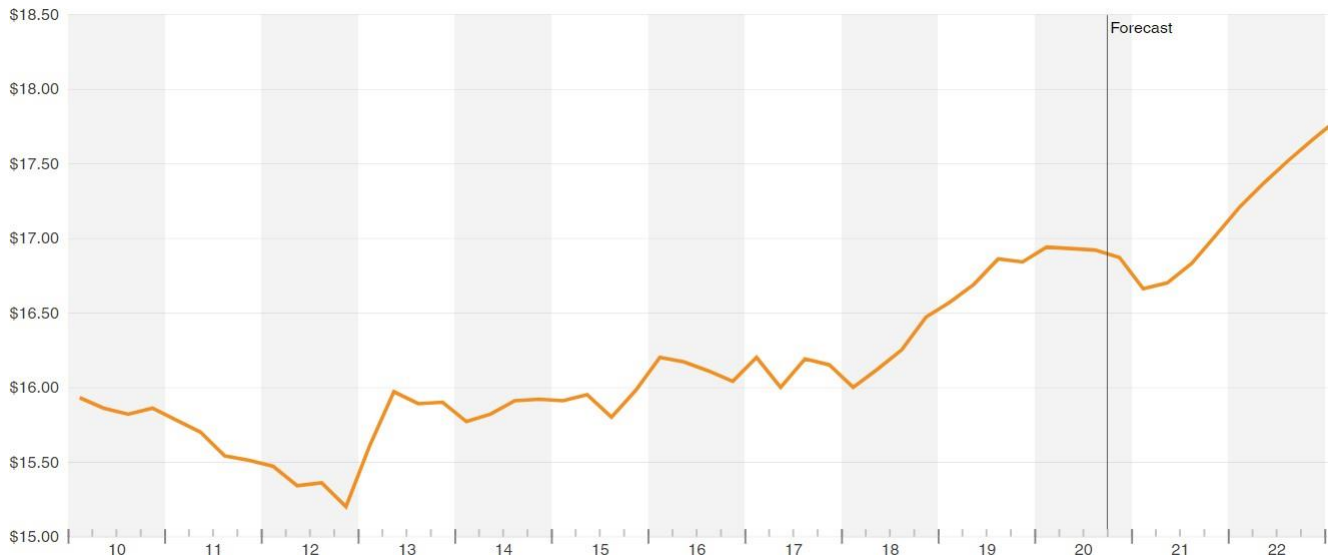


Figure 2: Market Rent Per SF, Green Bay Metro

From 2015 to 2020, office rent has been relatively stable across the metro area but trending up. The annual rent growth five-year average is 1.2%, although last year alone annual rent grew 2.3%. Historically, and unlike the other submarkets in the area, the average rent in the Green Bay Submarket has stayed very consistent with the average rent in the metro area, showing a strong correlation.

The current average rent in the Green Bay Metro area is around is \$16.94 per square foot. One year ago it was \$16.64 and two years ago it was \$16.46. Going back to the end of 2012, rents have remained on the rise with only a few fluctuations. We have started to see a slight dip in rents in Q4 of 2020 due to the uncertainty market caused by COVID-19, but all four submarkets are still above their five-year average.

The national average rent for office space is \$34.47 per square foot, indicating that Green Bay's office space is significantly more affordable than other larger markets in the United States. In Chicago's, for example, market rent is close to \$30 per square foot and above \$40 per square foot in the central business district. This cost advantage presents a great opportunity for the region, especially as more companies in larger, more expensive and saturated markets consider relocating to more stable and affordable places after the pandemic.

Rents (cont.)

As office tenants remain skittish about returning to the office, some data models predict significant rent decreases post-COVID, particularly in larger markets, where vacancies continue to pour in. Stories about high-profile corporations, such as Twitter and Facebook, instituting long-term work-from-home policies and vacating large office buildings in Silicon Valley, Manhattan or Seattle tend to garner national media attention. While this trend is certainly concerning and does impact the national office market, Green Bay is not San Francisco or New York, where average office rents can reach \$70-\$80 per square foot (four to five times Green Bay's). As Figure 2 above shows, we are starting to see a slight rent decrease in Q4 of 2020 but an almost immediate recovery is projected mid-2021. In fact, some of our data models predict that the slow-but-steady rent growth of the previous ten years will resume by Q3 of 2021 and add another \$1.25/SF in the next four years (2021-2025). The same models show Class A office rent in the metro area increasing another \$3.50/SF in the same timeframe.

We consider this a best-case-scenario forecast. The reality is that we do not yet know how office rent will perform in the next 12 months, let alone the next 36 months. We do know that average rents throughout the metro area will likely go down based on supply-and-demand principles alone, but not to what extent. There are simply too many variables at this point, as several companies continue to analyze their real estate needs after the pandemic, large blocks of corporate office space remain vacant throughout the metro, and new high-end product is under construction.

What we can predict comfortably is that lease rate negotiations, along with possible decisions to downsize, will come into play at lease expiration/renewal time. Landlords will be challenged to be more flexible given market conditions, either through shorter leases, lower rates or a combination. It is clear that in today's office market environment, tenants have the most leverage.

Submarket Rents

Ashwaubenon

- Average Rent = \$15.74/SF
- Range = \$15.39 - \$16.07/SF
- Current Rent (QTD) = \$16.07/SF
- 5 Year Average Rent Growth = 0.7%

Bellevue/De Pere

- Average Rent = \$15.84/SF
- Range = \$15.47 - \$16.19/SF
- Current Rent (QTD) = \$16.18/SF
- 5 Year Average Rent Growth = 0.7%

Green Bay

- Average Rent = \$16.23/SF
- Range = \$15.76 - \$16.69/SF
- Current Rent (QTD) = \$16.69/SF
- 5 Year Average Rent Growth = 1%

Howard

- Average Rent = \$14.77/SF
- Range = \$14.46 - \$15.07
- Current Rent (QTD) = \$15.06/SF
- 5 Year Average Rent Growth = 0.6%

Leasing Activity

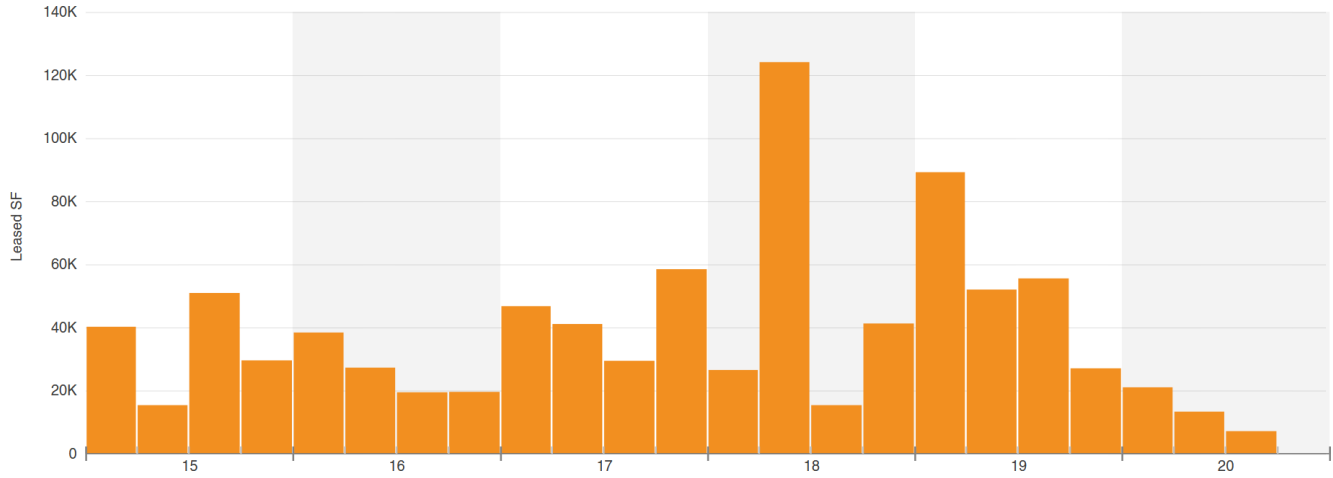


Figure 3: Leasing Activity Square Feet, Green Bay Metro

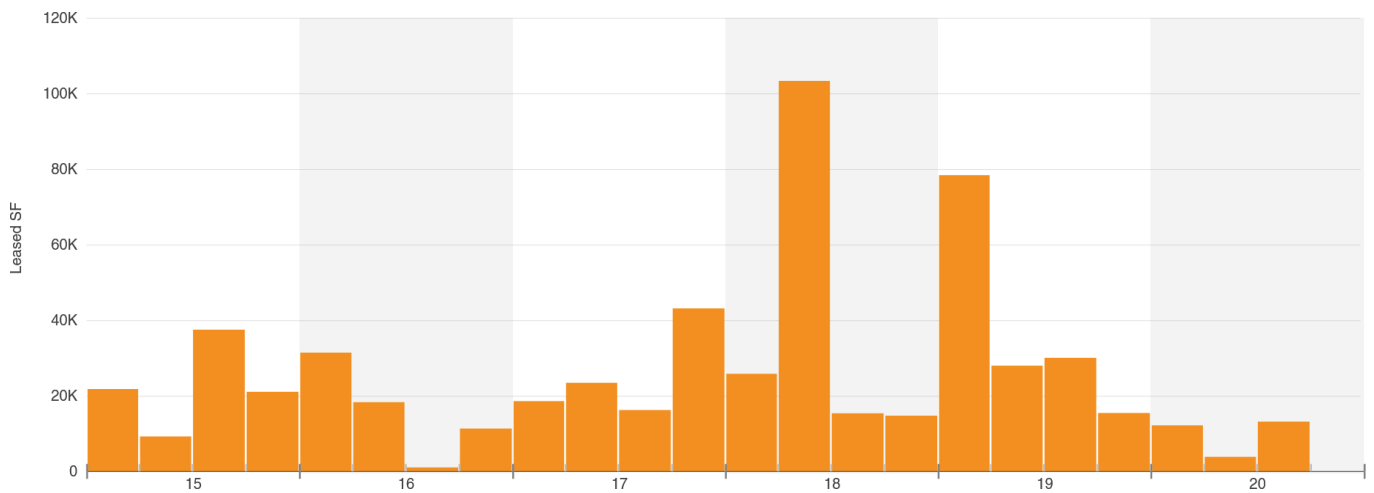


Figure 4: Leasing Activity Square Feet, Green Bay Submarket

Leasing Activity (cont.)

Office vacancy decreased to 5.5% in 2019 from a high of 12.2% in 2013. Most recently however, the market experienced a significant shock when locally-headquartered Shopko closed their doors and vacated their 218,000 SF headquarters building in Ashwaubenon, causing absorption in the market to turn negative for the first time since 2012. Throughout the cycle, demand has been strongest in the Class A segment, which has a mere 1.8% vacancy rate (this is good news for UnitedHealth and Shopko). Vacancy among Class B and C product is more than 20%.

The Green Bay submarket saw significant office leasing activity in 2018 and early 2019. During this time, ISG – a design and engineering firm headquartered in Mankato, MN – moved from their former location at 400 AMS Court in Howard, to the Watermark building downtown Green Bay to accommodate the firm’s continued growth. In addition, new leases were signed at the Rail Yard District on Broadway Street, highlighting a local and national trend where companies – particularly those looking to retain and recruit young professionals – favor downtown settings that are vibrant and offer a variety of walkable amenities. Also during this time, Prevea Health signed a 50,000 square foot lease (April 2018), CLA renewed approximately 40,000 square feet (January 2019), and the Green Bay Area Public School District leased 34,000 square feet at the former DWD Job Center Building on Cherry Street.

In response to the uncertainty in the office market created by the pandemic, leasing in 2020 was down significantly compared to the first half of 2019. Total leasing volume is a fraction of what it was last year, while the number of transactions taking place are roughly half of what they were in 2019. One of the largest leases in 2020 took place in early March, when Hawkins Ash CPA signed up for 8,900 square at the Rail Yard (520 N. Broadway Street). Formerly a warehouse, the 60,000 square foot Class A office building is one of the newest additions to the market and looks to capture pent-up demand for new office product in the higher-end segment.



TOP OFFICE LEASES PAST 12 MONTHS

Building Name/Address	Submarket	Leased SF	Qtr
Rail Yard Innovation Office Building R	Green Bay	8,918	Q1 20
681 Baeten Rd	Ashwaubenon	7,158	Q2 20
2680 Vernon Dr *	Ashwaubenon	6,530	Q1 20
West De Pere	Ashwaubenon	5,000	Q3 20
904 S Taylor St	Green Bay	5,000	Q3 20
2150 Holmgren Way	Green Bay	4,628	Q3 20
Quarry Vista	Howard	3,500	Q4 20
Millennium Park	Bellevue/De Pere	2,500	Q1 20
317 W Walnut St	Green Bay	2,500	Q4 20
West Park Plaza	Green Bay	2,245	Q4 19
Main Street Commons	Green Bay	1,759	Q3 20
1540 Main Ave	Ashwaubenon	1,540	Q1 20
721 Cardinal Ln	Howard	1,500	Q3 20
2304 Bel Aire Ct	Green Bay	1,500	Q3 20
Park Business Center	Green Bay	1,499	Q3 20
Mason Center	Green Bay	1,395	Q4 19
Monroe Central	Green Bay	1,150	Q4 19
320 Main Ave	Ashwaubenon	1,100	Q3 20
Bellin Building Condos	Green Bay	1,092	Q4 19
Park Business Center	Green Bay	1,077	Q2 20
681 Baeten Rd	Ashwaubenon	1,036	Q2 20
2304 Bel Aire Ct	Green Bay	1,000	Q3 20
Park Place Office Park	Green Bay	968	Q1 20
1600 Shawano Ave	Green Bay	925	Q1 20
American Office Building	Green Bay	814	Q4 19
Bellin Building Condos	Green Bay	800	Q1 20
Plum Creek Plaza	Bellevue/De Pere	677	Q4 20
320 Main Ave	Ashwaubenon	600	Q3 20
Park Business Center	Green Bay	541	Q4 20
3206 Holmgren Way	Ashwaubenon	500	Q4 20

Office Sales

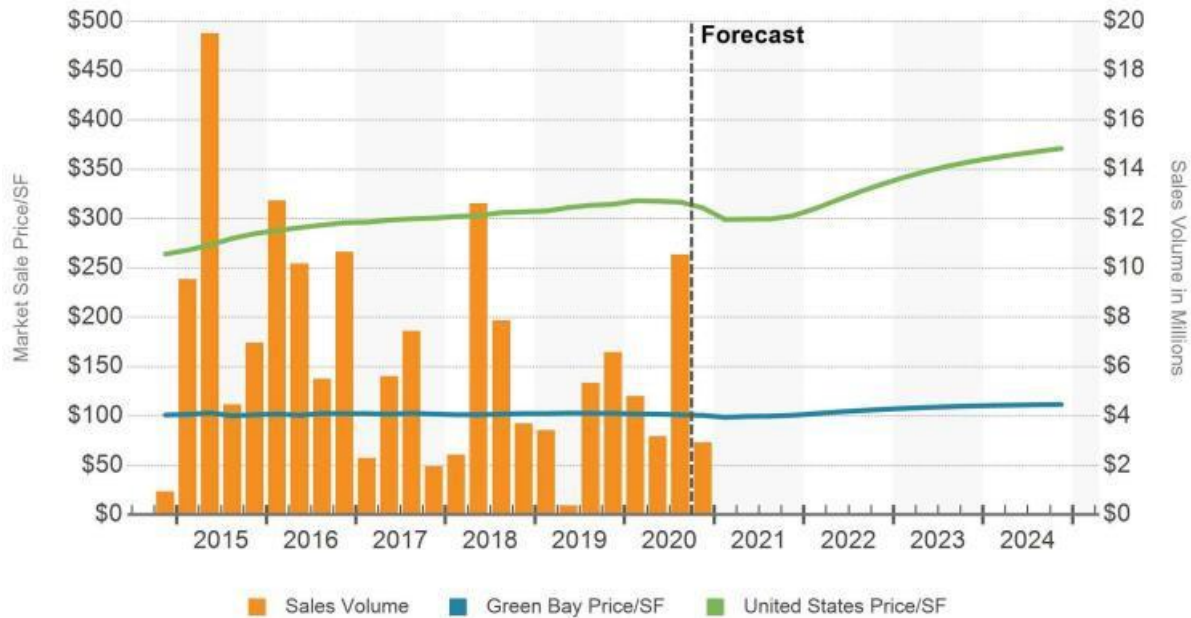


Figure 5: Sales Volume & Market Sale Price Per SF, Green Bay Metro

The Green Bay Metro area averaged between \$26.5 million and \$27 million in annual office sales volume since 2015. The current 12-month total volume is roughly \$24.5 million, significantly higher than \$16 million one year ago and not too far from the five-year average. Of this 12-month total volume, approximately \$20 million in office sales took place in the Green Bay submarket. This is certainly a different scenario than 2019, when investment volume fell as the metro area registered below \$16 million in total sales volume for the first time in nearly 10 years.

Despite recording a similar quantity of transactions in both 2018 and 2019, 2018 benefited from the sale of two Class A properties which accounted for half of the \$26 million traded that year. The first came in Q2 of 2018, when the Watermark Building was sold to Foxconn. Also in 2018 was the sale of 1727 Shawano Avenue (leased by Prevea Health) for \$7.3 million. Worth mentioning is that the large spike in 2015 was the sale of the Associated Bank Headquarters building at 433 Main Street in the City of Green Bay – another example of a large corporation being attracted to the downtown.

Given the low volume of Class A properties within the market, these trade less frequently and often at premiums compared to the market average of \$104 per square foot. Yields in the market have been steadily climbing to the current rate of 10.2%. As cap rates in more major markets have compressed significantly over the course of this cycle, there is opportunity to attract investors searching secondary markets, such as Green Bay, for better returns.

In the past year, 34 office properties were sold in the Green Bay Metro area at an average sale price of \$755,882 per property or \$104 per square foot. Currently there is approximately 1.6 million square feet of office space listed for sale (60 buildings ranging from 382,339 to 1,085 square feet).

Sale Price

With the exception of a few outlier transactions, which will always fluctuate sale price data in most markets, average office sale prices per square foot have only experienced a 3% decrease since 2015. In the Green Bay Metro, the current average sale price per square foot is \$104 and the five-year average is \$102 per square foot. In the Green Bay submarket, the current average sale price per square foot is \$100, with the five-year average of \$97 per square foot. The national average is \$302 per square foot.

The Green Bay submarket has the lowest current sale price and lowest five-year average sale price among all of the Green Bay submarkets. An interesting observation is that sale price per square foot and rent price per square foot have an inconsistent relationship with each other in the Green Bay submarket; there are likely two potential explanations for this. The first is simply rent demand versus building value. The Green Bay submarket is the largest office market in the metro area and demand is strong – this enables higher rents. However, office buildings in the Green Bay submarket, on average, are older than the surrounding areas – this would lead to lower sale prices. Another potential explanation is that the data could be skewed based on an anomaly transaction – for example, a large property purchased at a sale price below or above market.

In Figure 6 below, we see a significant jump in sale price per square foot in the second half of 2016. Four office sale transactions that took place during that timeframe, including two medical deals involving Bellin Health, are the main reason. 723 S. Wisconsin Street – a 9,800-square-foot, fully-leased Bellin Health clinic built that same year – was sold as a sale/leaseback for \$1,628,000 (\$166/SF). And 1325 Angels Path in De Pere – a 14,000-square-foot Class A office building – was purchased by Bellin Health Psychiatric Center, an owner user, for \$2,000,000 (\$143/SF).

Another major shift, this time downward, took place in Q1 of 2020. While there were a handful of office sale transactions that traded well below market, one in particular – 2650 S. Ashland Avenue in Ashwaubenon – sold for \$9.70 per square foot in January 2020. The 106,000-square-foot Class C building, which needed several upgrades, had an asking price of \$3,800,000 and sold for \$1,028,000 – a 73% price discount. Since the buyer was a non-profit organization, there is a chance that tax advantages played a role in the transaction.

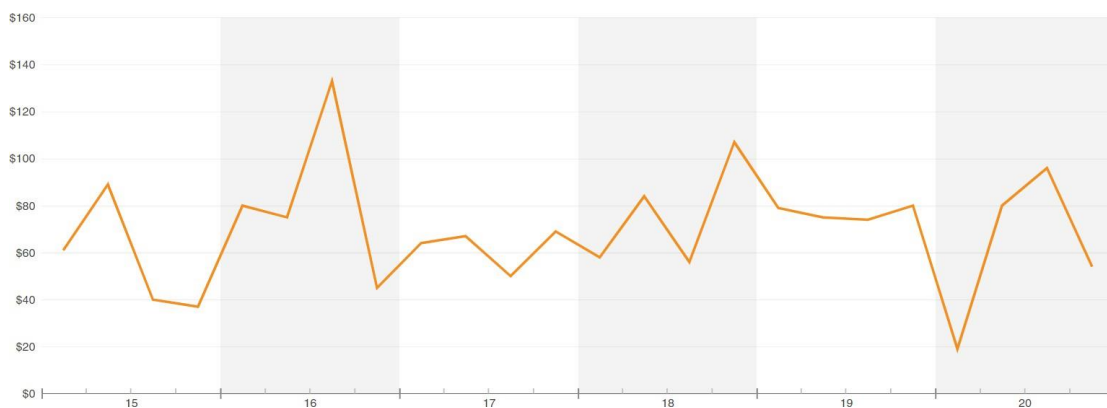


Figure 6: Sale Price Per SF, Green Bay Metro

Sale Price (cont.)

Similar to office rents, sale prices are also projected to grow after a short decline in Q1 of 2021, as shown below, from the current average sale price of \$104 per square foot, to as much as \$116 per square foot by the end of 2024. To put this projection in perspective, from Q1 of 2015 to Q1 of 2020, average sale prices in the metro area increased by only \$3 per square foot (\$101/SF to \$104/SF).

Part of this aggressive forecasting accounts for the Class A and Class B office space that is currently listed for sale. Shopko's former headquarters, for example – a Class B office building built in 1987 – is listed for \$44 per square foot, whereas UnitedHealth's former headquarters – Class A office space built six years later – has an undisclosed sale price but was assessed at \$35,000,000 (approximately \$91.50 per square foot).

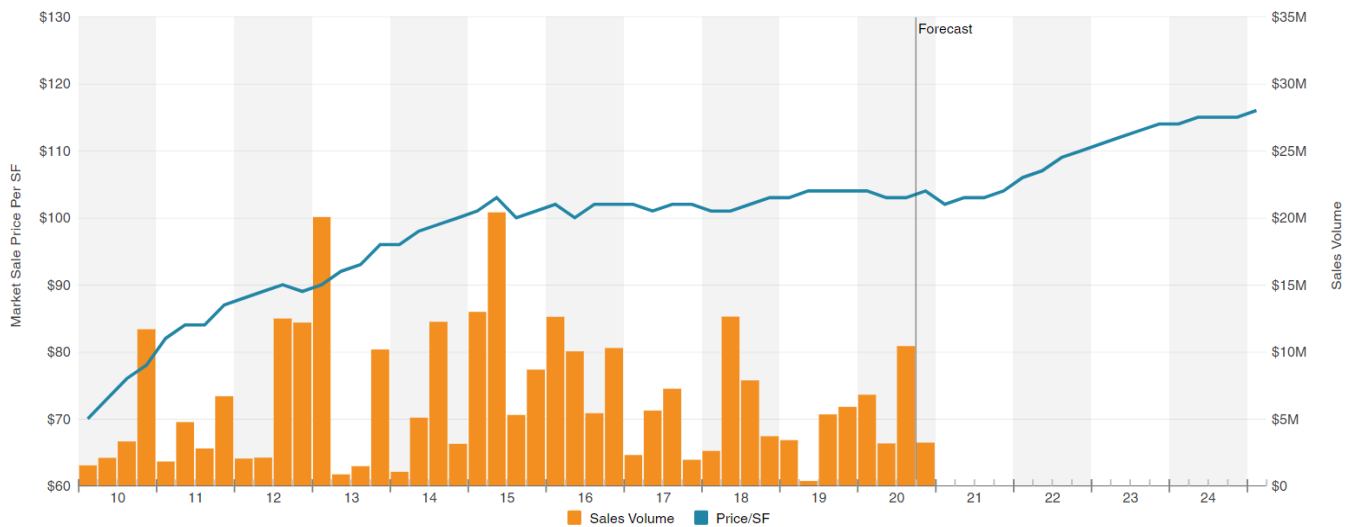


Figure 7: Sales Volume & Market Sale Price per SF, Green Bay Metro

Submarket Sale Price

Ashwaubenon

- Average Sale Price = \$103/SF
- Range = \$102 - \$105/SF
- Current Sale Price (QTD) = \$102/SF

Bellevue/De Pere

- Average Sale Price = \$100/SF
- Range = \$97 - \$101/SF
- Current Sale Price (QTD) = \$101/SF

Green Bay

- Average Sale Price = \$98/SF
- Range = \$97 - \$100/SF
- Current Sale Price (QTD) = \$100/SF

Howard

- Average Sale Price = \$108/SF
- Range = \$106 - \$110/SF
- Current Sale Price (QTD) = \$108/SF

Cap Rates

Commercial real estate is an investment type, so the return is a reflection of the risk and the quality of the investment. Capitalization rates (also known as “cap rates”) are seen as a measure of risk and return; a snapshot in time of a commercial real estate asset’s return. The cap rate is determined by taking the property’s net operating income (the gross income less expenses) and dividing it by the present value of the asset (or purchase price). Determining the cap rate of a potential investment property is extremely important because it provides an accurate assessment of how much income may be generated annually. It is also a useful tool that buyers use to determine if the price being offered is reasonable relative to other investment sales in the market. The cap rate formula does not take into consideration mortgage expenses and it excludes the debt on a building. It focuses on the property’s financials alone and assumes the asset is purchased with cash.

A low cap rate (i.e. 3-5%) means the investment is lower risk and has a lower return. A high cap rate (i.e. 8-10%) indicates a higher risk and higher return. Landlords/sellers want to see a low cap rate because the purchase price is typically high (since the risk is lower). Investors/buyers want a high cap rate because the purchase price is usually low (since the risk is higher) and the return is greater. Cap rates in Green Bay are typically high, making it an attractive market for more bullish investors.

All four Green Bay office submarkets showed almost identical cap rate trajectories and consistent increases from 2015 to 2020, which is good news for buyers/investors. The five-year average cap rate in the Green Bay submarket is 9.76%, slightly higher than the Metro’s average cap rate of 9.64%. The national five-year average cap rate is 6.75%, which implies that Green Bay’s office market has a higher risk level than other office markets in the United States – due to its smaller size, location, etc. – but also higher returns on investment.

Vacancy & Availability

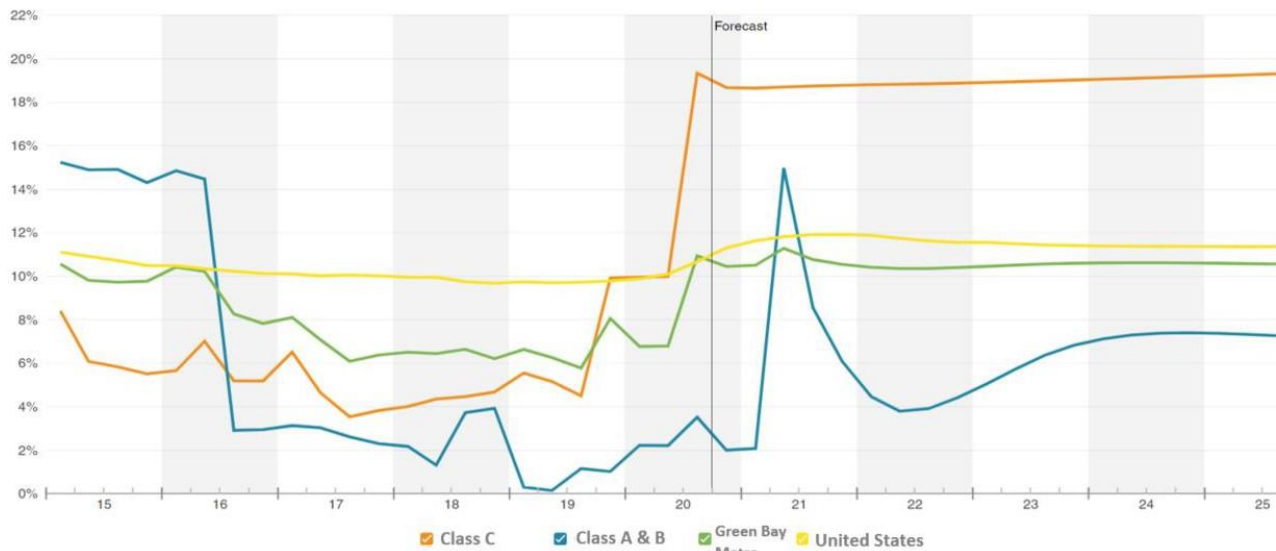


Figure 9: Office Vacancy Rate By Class Type, Green Bay Metro

Vacancy rate, expressed as a percentage, identifies the total amount of physically vacant space in a market (total vacant square feet divided by total Rentable Building Area, or RBA). Vacant space refers to all space not currently occupied by a tenant, regardless of any lease obligation that may be on the space. Vacant space could be space that is either available or not available. For example, space that is currently being paid for by a tenant but not actually occupied by that tenant, would be considered vacant space. Likewise, space that has been leased but not yet occupied because of finish work being done would also be considered vacant space.

Availability rate is the percent of space available on the last day of each quarter (total available square feet divided by total RBA). Available space is the total amount of space that is currently being marketed as available for lease or sale in a given period. It includes any space that is available, regardless of whether the space is vacant, occupied, available for sublease, or available at a future date. For example, a market may consist of 100,000 square feet. Of that inventory, 10,000 square feet is vacant available space and 5,000 square feet will be available in three months. The vacancy rate is 10% and the availability rate is 15%.

In some cases, available space is not calculated in the vacancy rate. Take, for example, a landlord that lists space for lease that is not vacant. The landlord could have a building under construction and does not want to wait until the property is completed to actively market it as available. Another common scenario is the landlord has a tenant who plans to leave when their lease is up. Even if the tenant has a renewal clause in their lease giving them 60-90 days to give notice of their intent to stay or leave, landlords will usually not wait until the last minute to begin marketing the space to avoid vacancy risk.

Vacancy & Availability (cont.)

In these two instances, the available spaces will not be included in the vacancy rates. Though not vacant, these spaces can certainly be viable options for a tenant looking for space. When analyzing a market, it is important to pay attention to the availability rate in addition to the vacancy rate.

As Figure 10 below shows, vacancy and availability rates have tracked each other fairly closely in the last five years, although there has clearly been more office space available than just vacant. We can also notice how the influx of UnitedHealth's available space – not yet vacant – impacted the market in Q4 of 2019 after the company announced that it was building a new headquarters building and planning to vacate their current 27-year-old facility. Also factored in is Shopko's vacant headquarters building and WPS' available 300,000-square foot campus downtown Green Bay, which the company plans to vacate by the end of November 2020.

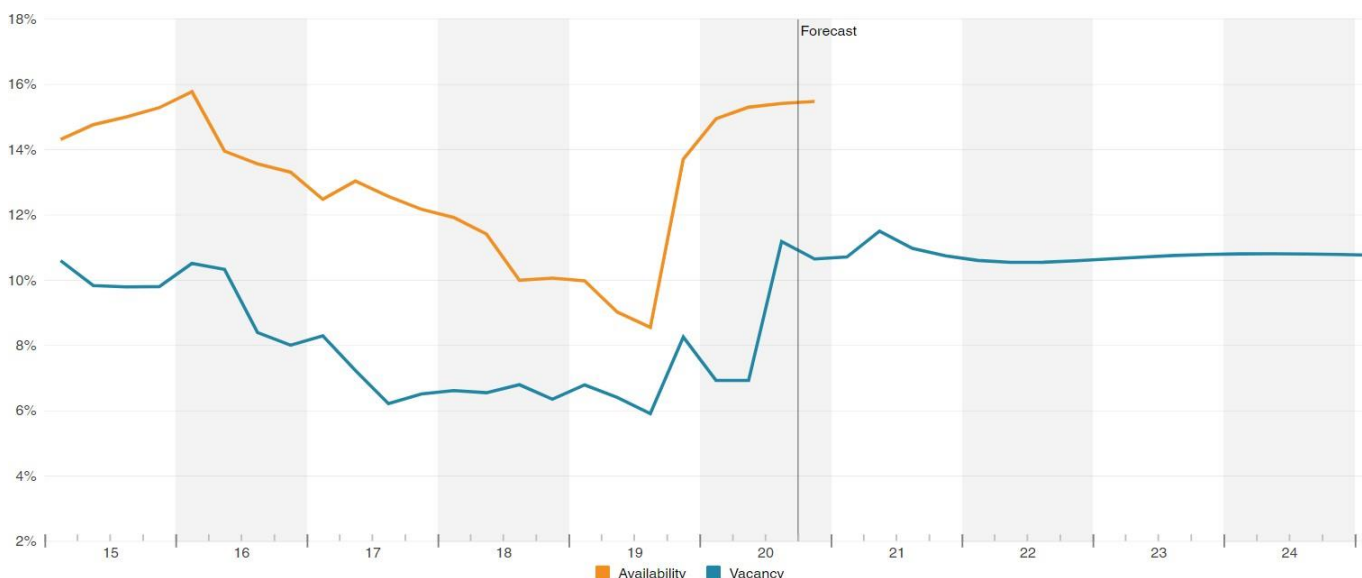


Figure 10: Office Availability & Vacancy Rate, Green Bay Metro

The current vacancy rate in the Green Bay Metro – the space that is physically empty – is 10.7%, compared to 8.3% one year ago and to the five-year average of 7.85%. This is one of our major concerns which needs to be tracked closely into 2021. Prior to the last 12-18 months, office vacancy rates had seen an overall compression since 2015 and stabilized mid-2017 to mid-2019 (see Figure 10 above). As the economy recovered, companies grew, and post-recession vacancies decreased, we also saw a steady increase in market rent, which was trending up uninterruptedly from Q1 of 2018 (\$16.19/SF) through mid-2020 (\$17.13/SF) – see Figure 11 below.

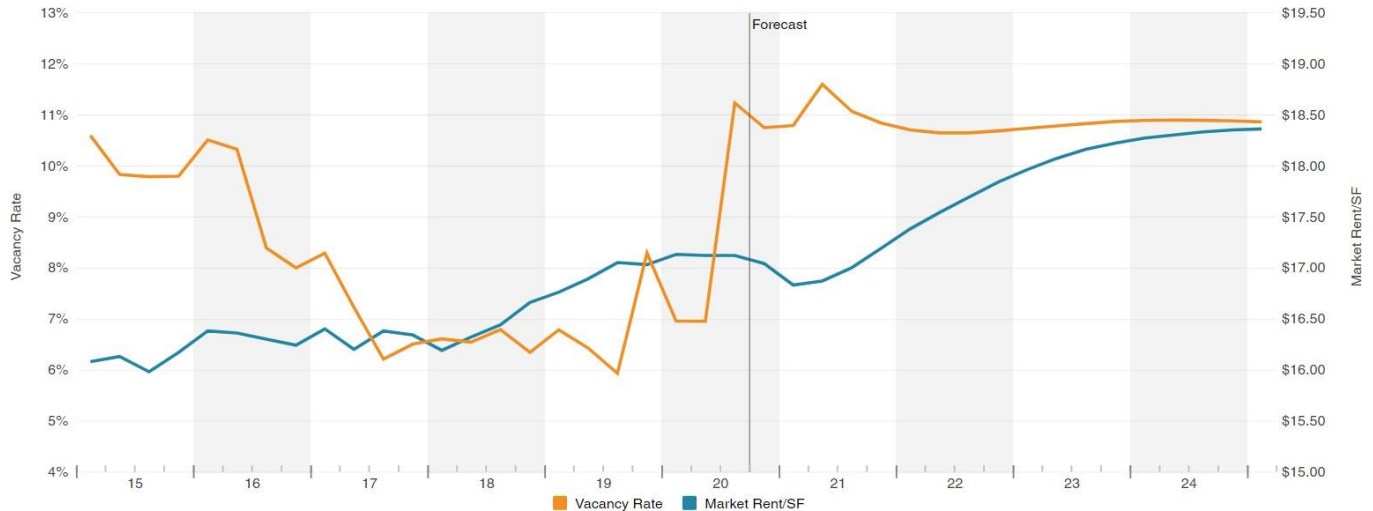


Figure 11: Vacancy & Market Rent Per SF, Green Bay Metro

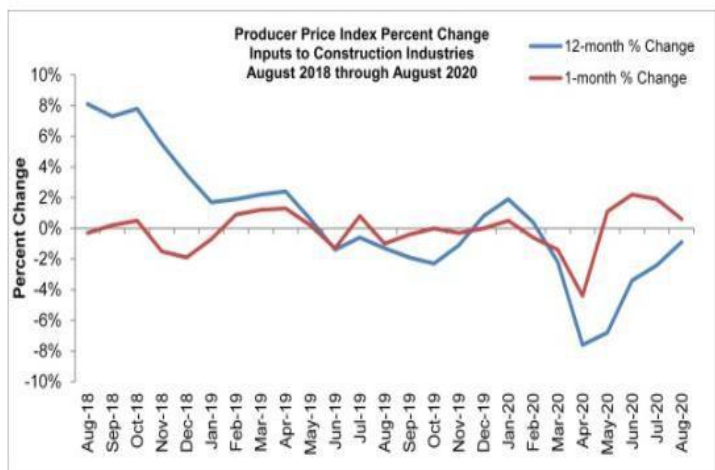
Construction Costs

In addition to a growing economy, we believe that rising construction costs – triggered by an ongoing labor shortage in the construction trades, as well as a jump in the cost of building materials – were also contributing to a decline in office vacancies in the last 12-18 months. The price of lumber alone saw a 45% increase from August 2019 to August 2020 (as the chart on the right shows) and a 160% jump since April 2020, following a spike in home renovation by cooped-up Americans during the pandemic, as well as international trade issues. As a result, there has been an overall shift in demand from building new to finding existing space. We expect this trend to linger as long as construction costs continue to trend up, although demand for office space post-COVID will probably decrease as well. High construction costs will continue to have an impact not only on commercial construction, but also single and multi-family.

Producer Price Index, August 2020

	1-Month % Change	12-Month % Change
Inputs to Construction	0.6%	-0.9%
Inputs to Nonresidential Construction	0.3%	-1.2%
Plumbing Fixtures and Fittings	0.3%	1.4%
Fabricated Structural Metal Products	-0.5%	-0.5%
Iron and Steel	-0.8%	-8.8%
Steel Mill Products	-1.7%	-10.7%
Nonferrous Wire and Cable	2.3%	1.1%
Softwood Lumber	16.0%	45.0%
Concrete Products	-0.3%	1.2%
Prepared Asphalt, Tar Roofing & Siding Products	-1.7%	1.7%
Crude Petroleum	11.4%	-33.3%
Natural Gas	22.8%	-9.1%
Unprocessed Energy Materials	11.7%	-21.6%

Source: U.S. Bureau of Labor Statistics



Source: U.S. Bureau of Labor Statistics

Market Data Considerations

Vacancy and availability rates are important in evaluating the performance and stability of real estate markets, but Green Bay is a small market, particularly vulnerable to major shocks. Unlike larger markets, the Green Bay region is home to a handful of companies that have disproportionately large space needs. These large office users – as well as industrial and retail users – can, and do, significantly impact aggregate data for an entire market with only one move, positive or negative. For example, if we look at the metro’s vacancy data by submarket in Figure 12 (below), Howard’s vacancy rates soar from 4.5% to 44.4% in just one quarter (the “UnitedHealth effect”), which completely changes the picture for the market. As we analyze local market data presented in this report, it is important to keep in mind that some of the major fluctuations that we see in vacancies, availability, rent, sales price, etc. are caused by one employer, one building or one deal.

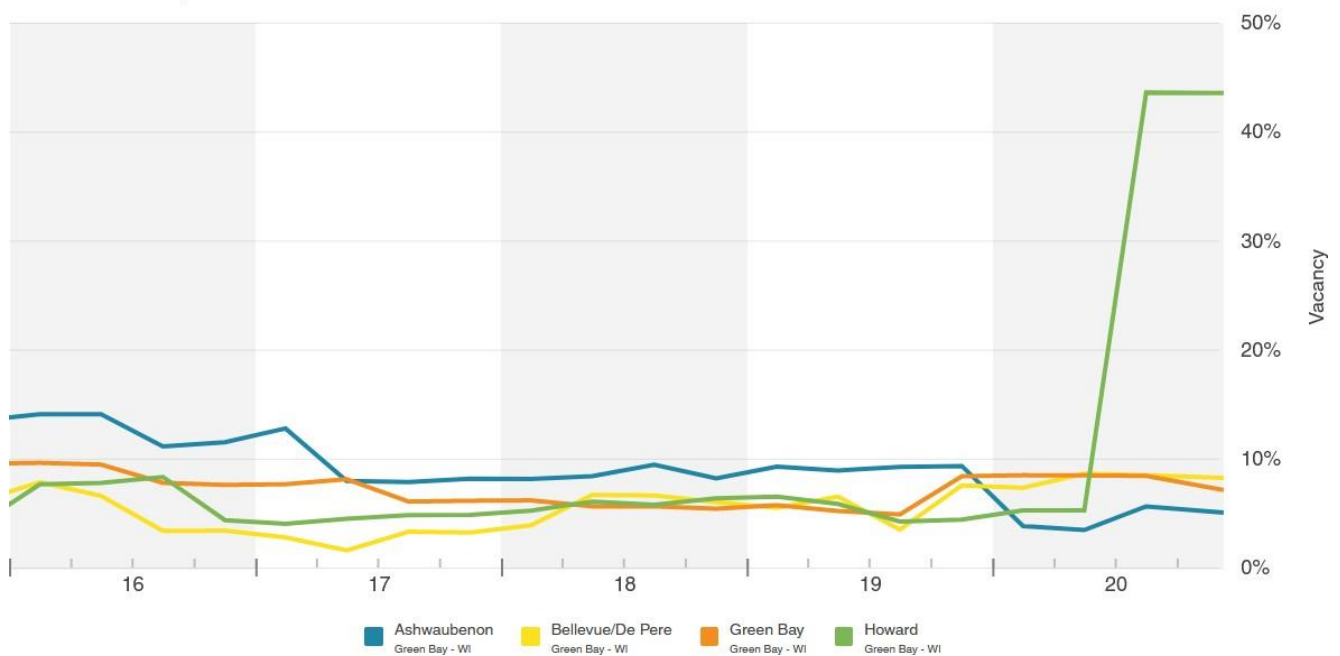


Figure 12: Vacancy Rate, Green Bay Metro

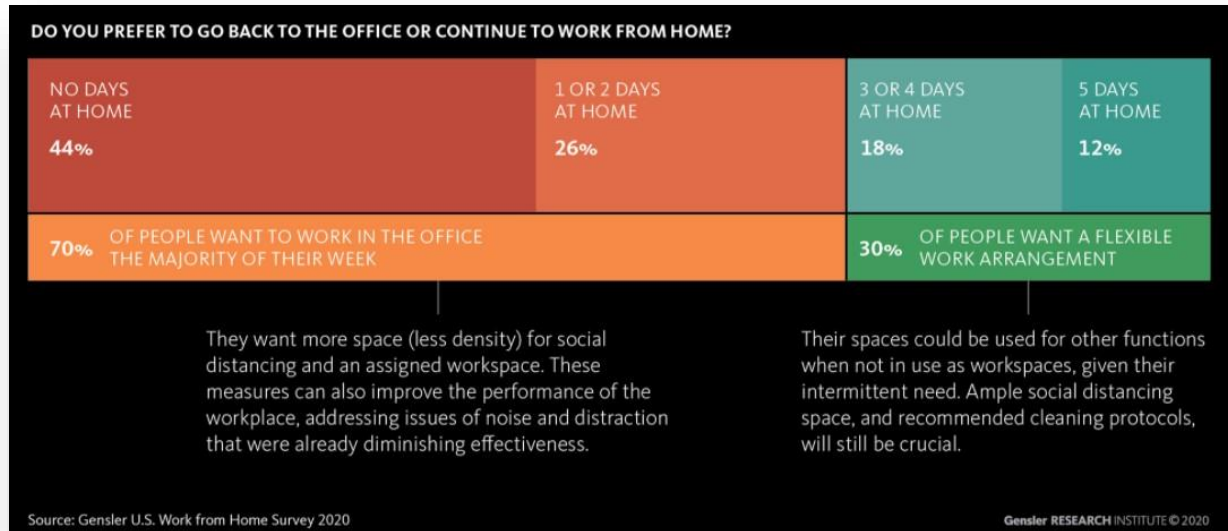
Office Trends Post-Pandemic

According to workplace research data collected regularly before COVID-19, U.S. office workers with choice in where to work spent 72% of their average work week in the office compared to only 12% working from home. In late March and early April of 2020, this dynamic changed abruptly, as millions of Americans were forced to work remotely due to safety concerns and stay-at-home mandates. But what will be the pandemic's long-term impact on the office market nationally and locally? It is fair to say that "the office" as we knew it will probably look and feel different.

On September 10th, our team at NAI Pfefferle had the unique opportunity to personally hear from Robert Sulentic, CEO of CBRE – the world's largest commercial real estate company – regarding his thoughts on the U.S. office market post-COVID. Mr. Sulentic predicts that most office users will only need 85% to 90% of the space that they occupied prior to the pandemic. At the same time, he – as well as many employers around the country – firmly believe that a physical office will continue to be critical in supporting problem solving, collaboration, productivity and a strong company culture – elements that organizations have been heavily invested in for years.

There is data that supports this claim. In a U.S. Work from Home Survey conducted by Gensler Research Institute in spring of 2020, more than 2,300 U.S. office workers across a variety of industries and demographics were asked if they prefer to go back to the office or continue to work from home. According to survey results, only 12% of U.S. workers want to work from home full-time and 70% prefer to work in the office the majority of their week. While workers expect crucial changes to the workplace before they are comfortable returning – many of which have become standard practice by now – the data clearly shows that most workers overwhelmingly chose the office as their preferred place to work. Gensler's study also revealed the following:

- **People miss meetings and connecting with colleagues face-to-face.** The top reason that workers want to come back to the office are the people (according to 3 out of 4 respondents). Nearly all workers listed people-focused reasons as most important, with little variation across industries. Despite the rapid adoption of Zoom and other collaboration technologies, people still clearly value face-to-face interactions over virtual ones. Workers also reported that staying informed about what others are working on is harder to do at home.
- **Millennial and Gen Z workers are less productive and less satisfied at home.** Intuitively, one might believe that younger workers generally have greater technological preparedness and an aptitude for mobile work. However, younger workers reported a far more challenging experience working from home, finding it more stressful, distracting and reporting getting less work done compared to their older peers.
- **People expect to return to the office, but it should look different.** 55% of people reported that in order to feel comfortable returning to the office, a combination of stricter sick policies and changes around office cleaning and space configurations that accommodate physical distancing must be made first.
- **Flexibility will be key.** Topping the list of new measures and practices viewed favorably by survey respondents are increased social distancing and more flexibility to work from home as needed, each with a 73% favorable rating.



We want to emphasize the growing trend of “workplace flexibility” in a post-COVID environment, which is certainly not a new development but has grown exponentially since the pandemic. Going forward, office workers will expect employers to develop and support flexible workplace policies that embolden employees with the ability to choose what works best for them – not just for convenience anymore, but also health concerns. According to workplace survey data, most workers are in their current work scenario because of a company or governmental policy. But for those with the ability to choose where to work, respondents who currently have the option to return to the office are doing so because it is where they are most productive. Those working mostly or full-time at home do so out of concern for COVID-19 and other convenience factors. While this desire for flexibility is a long-term trend, it will be interesting to see if/how workplace preferences shift in the next several months as COVID concerns ease and more people feel comfortable going back to the office.

Rank	Full time in office	1 or 2 days at home	3 or 4 days at home	Full time at home
1	Working where I'm most productive	Working where I'm most productive	Concerns about catching and/or spreading COVID-19	Concerns about catching and/or spreading COVID-19
2	Working where I have the best computer/technology set-up	Concerns about catching and/or spreading COVID-19	Working where I'm most productive	Working where I'm most comfortable
3	To have a better workspace set-up/arrangement	Working where I'm most comfortable	Avoiding distractions	Saving time
4	Access to specific spaces in the workplace	Avoiding distractions	Working where I'm most comfortable	Working where I'm most productive
5	Working where I'm most visible or accessible to others	To have a better workspace set-up/arrangement	To have a better workspace set-up/arrangement	The commute
6	Working where I'm most comfortable	Access to specific spaces in the workplace	Access to specific spaces in the workplace	Saving money

Of workers with choice in where they currently work, the top reasons for choosing their work scenario.

Source: Gensler U.S. Workplace Survey I Summer/Fall 2020

Gensler RESEARCH INSTITUTE © 2020

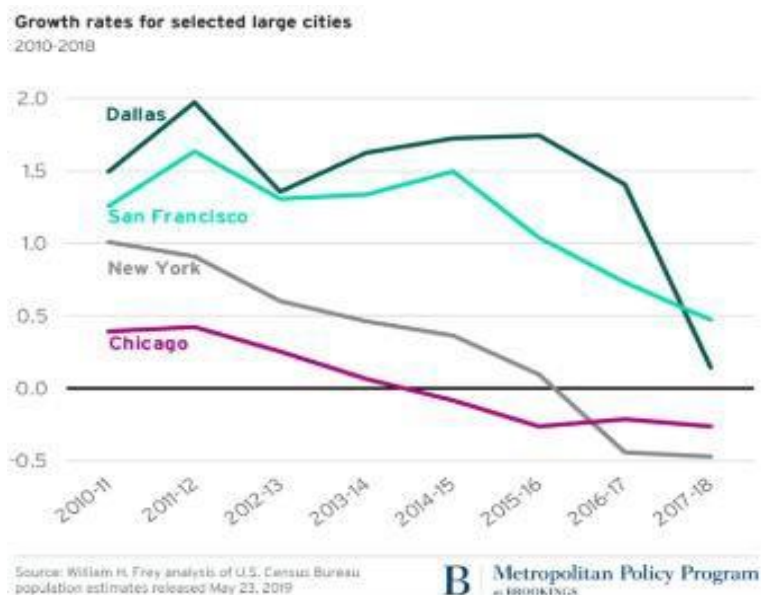
Demographic and Business Trends

Real estate and economic development experts believe that as office workers become more comfortable utilizing virtual collaboration technologies, travel and commute times will decrease, likely driving more people out of the urban centers and back to the suburbs, where the quality of life and cost of living might be more favorable. Prior to COVID-19, we had started to see outmigration patterns in metro areas like San Francisco, Seattle, New York City and Chicago, where professionals are relocating to smaller and more rural locations to meet personal and family needs while retaining their positions.

For this reason, many real estate experts believe that office markets in larger metro areas – particularly the downtowns – will be hit hardest compared to smaller markets such as Green Bay. In nearby Chicago, for example, there has been a -375,000 square feet of office absorption in the suburbs during Q3 (negative absorption is when demand is less than supply). Ending three quarters of positive absorption, this figure erases the nearly 240,000 square feet of office space that the Chicago suburbs had absorbed through the first half of this year. Contrast that with what is happening in the Central Business District and the suburbs come out looking much better. Downtown Chicago recorded -1.7 million square feet of absorption in Q3; much of this can be chalked up to newly constructed office product coming online, but also the 1.89 million square feet of vacant sublet space that came to market during Q3. Leasing activity has also proven to be slightly more fluid in the suburbs, especially in core submarkets like O'Hare. There was more than one million square feet of leasing activity in the suburban Chicago office market during Q3, a 12% uptick over the previous quarter. According to our colleagues at NAI Hiffman in Chicago, “there are opportunities in the suburbs to find space that is built out and move-in-ready, and people are returning to the office more rapidly in the suburbs than they have been downtown.” We do not anticipate to see this suburban vs. urban trend impacting the Greater Green Bay area because of the market's size, accessibility and quality-of-life amenities consistently available and accessible, for the most part, throughout the entire region.

Like suburban areas, secondary and tertiary markets in the U.S. such as Green Bay – which are smaller and less densely populated than primary markets – have been seeing a surge in population, while growth rates in large cities has been trending down in the last decade (see Figure 13 on the right).

Figure 13: Population Growth Rates, Select U.S. Cities



The Rise of the Tertiary Market

According to Marcus & Millichap’s report, “Beyond the Global Health Crisis: Population Mobility,” the rise in residents in secondary and tertiary markets has outpaced growth in large primary metro markets by 70% over the last 20 years. And since 2014, the secondary and tertiary markets have seen their populations rise more than 200% over that of larger cities due in no small part to changing household compositions and quality of life goals. Looking at the top 15 U.S. markets by five-year population growth, six secondary markets – Austin, Orlando, Las Vegas, Phoenix, Nashville and Charlotte – top the list. A single primary market, Dallas/Ft. Worth, makes the top-10 category, the remainder of which consists of tertiary markets Salt Lake City, San Antonio and Jacksonville.

Mimicking these population patterns, many companies – in the pursuit of diversifying their workforce and decreasing overhead – have broadened their horizons and set up shop outside high-priced primary markets. While current health concerns may be temporary, other economic factors – corporate tax structures, real estate prices, cost/availability of labor, etc. – could last longer. We believe that these demographic and business trends have the potential to benefit the Green Bay Metro area – and the state of Wisconsin as a whole – especially if local and state economic development partners can work together to strategically and proactively market the region externally.

Locally, COVID-19 has had a more limited impact on the office market. Other than Wisconsin Public Service’s announcement to close their Green Bay headquarters buildings downtown – which had been under consideration long before the pandemic – and perhaps other announcements that could come in the future, we are not aware of many local employers who plan to permanently eliminate their physical office space in response to COVID-19. It is probably too early to tell at the very least. We do know that many of our clients are analyzing their space needs and we do expect some to reduce their total footprint to some extent. But overall, the sentiment that we are hearing is that people are anxious to get back to the office (as supported by Gensler’s survey mentioned earlier).

What we can predict with a high level of certainty is that more/most employers will implement flexible work options into their company policies and not only allow, but *facilitate* working from home, on the road or in a satellite location for all or part of the workweek. To that end, it will be important to assess local and state’s infrastructure capabilities to make sure that services such as high-speed/broadband access are available statewide.

However, telecommuting may be appropriate for some employees and jobs but not for others. In a local business survey that we conducted as part of this study, 29% of the businesses polled said they will favor more remote work in the future (16% were unsure, 55% were not in favor). Of those businesses that responded in favor of more remote office work, 14% said it would apply to less than 10% of their workforce; 11% said that it would likely be 10-25% working at home, and 8% of businesses said it would be 50-75% of their employees working from home. Given the lingering unpredictability caused by COVID, it is difficult for companies to know what their workplace will look like long-term. Therefore, we recommend following up with local companies every four to six months in order to track how their policies, plans and office needs are changing.

SECTION 2: GREEN BAY INDUSTRIAL MARKET

OVERVIEW

Industrial real estate is especially important for Green Bay because of the significant role that the industrial base plays in the local economy. More than 22% of jobs (approximately 40,000 of the metro's 180,000 jobs) are in manufacturing, which is 2.5 times the national average of 9%. Because of this high concentration, it is no surprise that it is the largest commercial real estate segment in the Green Bay metro area, with approximately \$2.1 billion in assets, more than 1,100 buildings and 44 million square feet of inventory. For comparison, the Appleton Metro's industrial market (Outagamie and Calumet counties) consists of approximately \$1.1 billion in assets and 30 million square feet of inventory. In this report, we will consider "industrial" the following property types: manufacturing and processing, warehouse and distribution, assembly, R&D and cold storage facilities.

The Green Bay submarket has the largest portion of industrial assets in the metro area with 43% (approximately 21 million square feet), followed by Ashwaubenon and Bellevue/De Pere. More than half of Green Bay's industrial assets are owned by private investors and roughly 25% by end-users, while institutional and public investors make up less than 10% each.

Green Bay's industrial market has shown considerable strength over the past five years, experiencing strong growth in rents, sale prices and asset value, particularly in the past three years as manufacturing expanded and demand for production and warehouse space continued. Cap rates have also been consistent but have seen a marginal decrease since 2015 – an indication of the continued investment appeal of industrial assets. In the least five years, vacancy rates averaged a historically-low 1.3%, which is creating some challenges for companies looking to lease industrial space.

For the most part, COVID-19 has not impacted Green Bay's industrial market as much as others – and we have our local manufacturers and distributors to thank. Most manufacturers were deemed "essential businesses" during the lockdown and have kept their lights on and machines running throughout the pandemic. In fact, unemployment levels in Brown County went from 13% in April to 4.3% in September – a remarkable recovery that simply would not have been possible without a strong manufacturing sector. For some of our industrial clients – corrugated/plastics/food/paper product manufacturers, as well as transportation, warehouse and logistics, among others, COVID-19 created a wave of demand, which many expect to keep riding as long as they can keep a steady labor force.

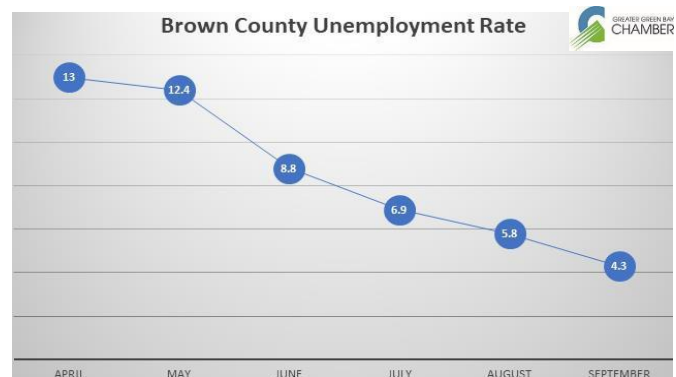


Figure 14: Brown Co. Unemployment Rate, Apr-Sept 2020

Green Bay Metro, Industrial Key Performance Indicators

INVENTORY SF		UNDER CONSTRUCTION SF		12 MO NET ABSORPTION SF		VACANCY RATE		MARKET RENT/SF		MARKET SALE PRICE/SF		MARKET CAP RATE	
44.1M	+0%	20K	+66.7%	(84.8K)	+84.5%	2.4%	+0.3%	\$4.62	+0%	\$44	-4.8%	8.5%	+0.4%
Prior Period 44.1M		Prior Period 12K		Prior Period (547K)		Prior Period 2.1%		Prior Period \$4.62		Prior Period \$46		Prior Period 8.1%	

Availability		Inventory		Sales Past Year		Demand	
Vacant SF	1M ↑	Existing Buildings	1,164 ↑	Asking Price Per SF	\$38 ↓	12 Mo Net Absorp % of Inventory	-0.2% ↑
Sublet SF	0 ↓	Under Construction Avg SF	20K ↑	Sale to Asking Price Differential	-5.4% ↑	12 Mo Leased SF	432K ↓
Availability Rate	3.2% ↑	12 Mo Demolished SF	0 ↓	Sales Volume	\$71.7M ↓	Months on Market	10.6 ↑
Available SF	1.4M ↑	12 Mo Occupancy % at Delivery	100.0% ↓	Properties Sold	60 ↓	Months to Lease	1.2 ↓
Available Asking Rent/SF	\$4.22 ↑	12 Mo Construction Starts SF	20K ↑	Months to Sale	7.8 ↓	Months Vacant	2.9 ↓
Occupancy Rate	97.6% ↓	12 Mo Delivered SF	12K ↓	For Sale Listings	27 ↓	24 Mo Lease Renewal Rate	90.2%
Percent Leased Rate	97.7% ↓	12 Mo Avg Delivered SF	12K ↓	Total For Sale SF	1.2M ↑	Population Growth 5 Yrs	2.2%

This KPI chart captures a live snapshot of the market at the time the information was retrieved. Some of the data below might be slightly different.

Industrial Market, Regional Snapshot

Chicago - IL \$102 B Asset Value					
Inventory SF	1.3 B ↑	Market Rent/SF	\$7.44 ↑		
Under Constr SF	21.7 M ↑	Annual Rent Growth	3.6% ↑		
12 Mo Net Absorp SF	15 M	Market Sale Price/SF	\$77 ↑		
Vacancy Rate	6.3% ↑	12 Mo Sales Vol	\$4.2 B ↓		

Minneapolis - MN \$28 B Asset Value					
Inventory SF	395 M ↑	Market Rent/SF	\$6.69 ↓		
Under Constr SF	1.8 M ↓	Annual Rent Growth	-1.7% ↓		
12 Mo Net Absorp SF	(1.5 M)	Market Sale Price/SF	\$70 ↑		
Vacancy Rate	4.0% ↑	12 Mo Sales Vol	\$1.7 B ↑		

Milwaukee - WI \$12.3 B Asset Value					
Inventory SF	255 M ↑	Market Rent/SF	\$5.44 ↑		
Under Constr SF	1.1 M ↓	Annual Rent Growth	0.2% ↑		
12 Mo Net Absorp SF	2.9 M	Market Sale Price/SF	\$48 ↑		
Vacancy Rate	4.4% ↑	12 Mo Sales Vol	\$430 M ↓		

Madison - WI \$3.7 B Asset Value					
Inventory SF	64.9 M ↑	Market Rent/SF	\$6.15 ↑		
Under Constr SF	189 K ↑	Annual Rent Growth	1.2% ↑		
12 Mo Net Absorp SF	(425 K)	Market Sale Price/SF	\$57 ↑		
Vacancy Rate	4.8% ↑	12 Mo Sales Vol	\$114 M ↑		

Industrial Inventory >100,000 SF, Green Bay Submarket

Property Address	City	RBA	Building Status	Percent Leased
1919 S Broadway St	Green Bay	1,616,725	Existing	100.00
501 Eastman Ave	Green Bay	1,434,656	Existing	100.00
500 Day St	Green Bay	645,317	Existing	100.00
1730 Morrow St	Green Bay	520,544	Existing	100.00
1401 State St	Green Bay	401,030	Existing	100.00
451 Joannes Ave	Green Bay	381,246	Existing	100.00
2929 Walker Dr	Green Bay	372,958	Existing	100.00
1500 Donald St	Green Bay	369,597	Existing	100.00
314 N Broadway St	Green Bay	350,813	Existing	100.00
1010 University Ave	Green Bay	348,740	Existing	100.00
2300 Ashland Ave	Green Bay	324,599	Existing	100.00
2580 University Ave	Green Bay	311,522	Existing	100.00
1001 Discovery Rd	Green Bay	290,000	Existing	100.00
831 Radisson St	Green Bay	286,709	Existing	100.00
1266 Velp Ave	Green Bay	286,100	Existing	100.00
1530 Bylsby Ave	Green Bay	255,661	Existing	100.00
1401-1441 Ontario Rd	Green Bay	240,000	Existing	100.00
535 Cormier Rd	Green Bay	230,669	Existing	100.00
210 Pearl St	Green Bay	221,111	Existing	100.00
1500 Donald St	Green Bay	210,000	Existing	100.00
975-999 Lombardi Ave	Green Bay	209,459	Existing	100.00
1100 S Huron Rd	Green Bay	209,186	Existing	100.00
857 School Pl	Green Bay	193,687	Existing	100.00
1100-1200 Bay Beach Rd	Green Bay	183,679	Existing	100.00
1300 N Quincy St	Green Bay	182,875	Existing	100.00
2210 Angie Ave	Green Bay	174,625	Existing	100.00
2580 University Ave	Green Bay	164,574	Existing	100.00
1601 N Quincy St	Green Bay	144,599	Existing	100.00
1680 Bond St	Green Bay	143,932	Existing	100.00
1060 W Mason St	Green Bay	142,097	Existing	100.00
301-601 Bay Beach Rd	Green Bay	141,211	Existing	100.00
235 N Henry St	Green Bay	133,507	Existing	100.00
1950 S Broadway St	Green Bay	133,214	Existing	100.00
937 Ontario Rd	Green Bay	132,000	Proposed	0.00
1100 W Mason St	Green Bay	130,000	Existing	0.00
101-269 Bay Beach Rd	Green Bay	123,964	Existing	100.00
500 Pilgrim Way	Green Bay	123,611	Existing	100.00
900 Challenger Dr	Green Bay	122,241	Existing	100.00
212 Iroquois Ave	Green Bay	119,792	Existing	100.00
800-1020 Bay Beach Rd	Green Bay	118,958	Existing	100.00
260 Phoebe St	Green Bay	116,369	Existing	100.00
1212 Velp Ave	Green Bay	108,579	Existing	100.00

Industrial Leasing

Rents

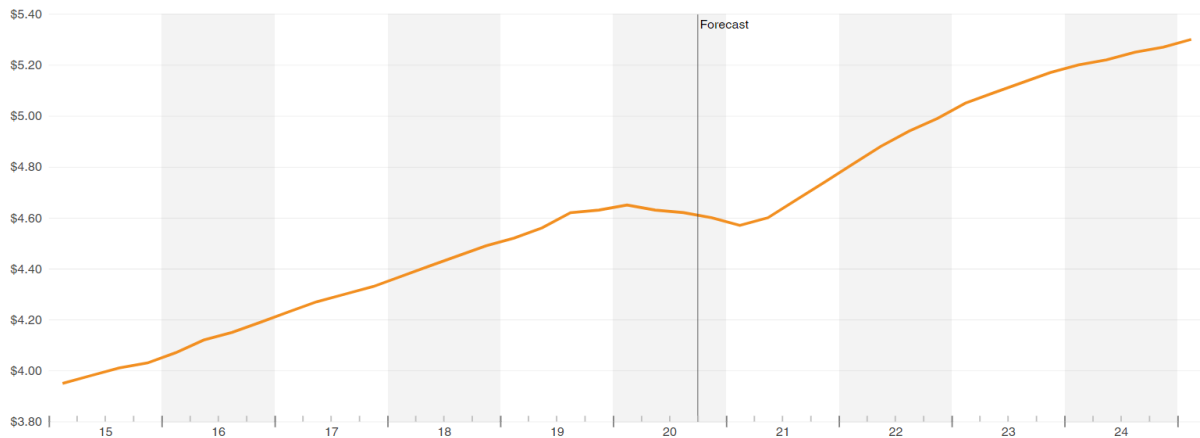


Figure 15: Market Rent Per SF, Green Bay Metro

Rising construction costs, steady demand and a limited inventory, have driven up industrial rents across the Green Bay Metro (and country) over the last five years. While rents remained relatively flat during the past 12-18 months, they have posted an average annual increase of 2.7% over the past three years.

The five-year average rent in the Green Bay industrial market is \$4.39 per square foot, and the current average rent is \$4.62 per square foot. \$4.62 is only one cent lower than one year ago, and three cents lower than the record-high of \$4.65 per square foot, set in Q1 of 2020 at the peak of the recovery. For historical perspective, the average rent was \$3.76/SF ten years ago.

The national average industrial rent is \$7.88 per square foot, which points out the relatively low real estate costs in the Green Bay market compared to larger industrial markets – a point that we will see resurface multiple times in this report. This is an attractive value proposition that resonates with a number of businesses, particularly those considering to expand or relocate in more stable secondary and tertiary markets after the pandemic (see Office section for more on this trend).

Also of note in Figure 15 (above) is the projected market rent increase through the end of 2024. Like most forecast models, historical performance plays a major role in determining future performance. This is basically what we are seeing in this projection. The reasoning is that if market rents went up approximately \$.71/SF from Q1 of 2015 (\$3.97/SF) to Q1 of 2020, it is very plausible that they could go up another \$.68/SF from Q1 of 2020 (4.68/SF) to Q1 of 2021 (\$5.36). In fact, we are already starting to see new industrial space in the market (i.e. warehouse product) lease well into the \$5.00-5.50/SF range.

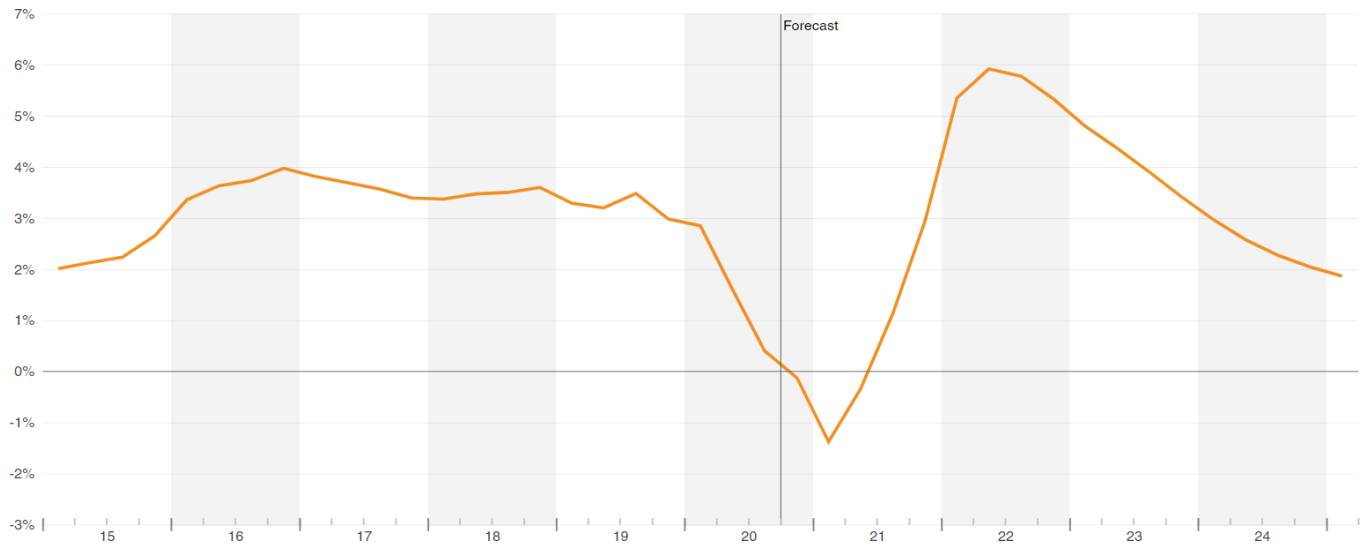
Industrial Leasing (cont.)

Figure 16: Market Rent Growth (YOY), Green Bay Submarket

Year-over-year (YOY) market rent growth in the Green Bay submarket, shown in Figure 16 (above), looks almost identical to the YOY rent growth in the Green Bay submarket over the last five years, with a negative growth rate projected in Q1 of 2021 – the first one since Q1 of 2012. Another interesting relationship to analyze is market rent and asking rent per square foot, shown below. Again we can see again how a few outlier properties – some asking above-market rent, others below-market – create deviation from the market rent line. This is not atypical in most markets considering the wide range of market values.

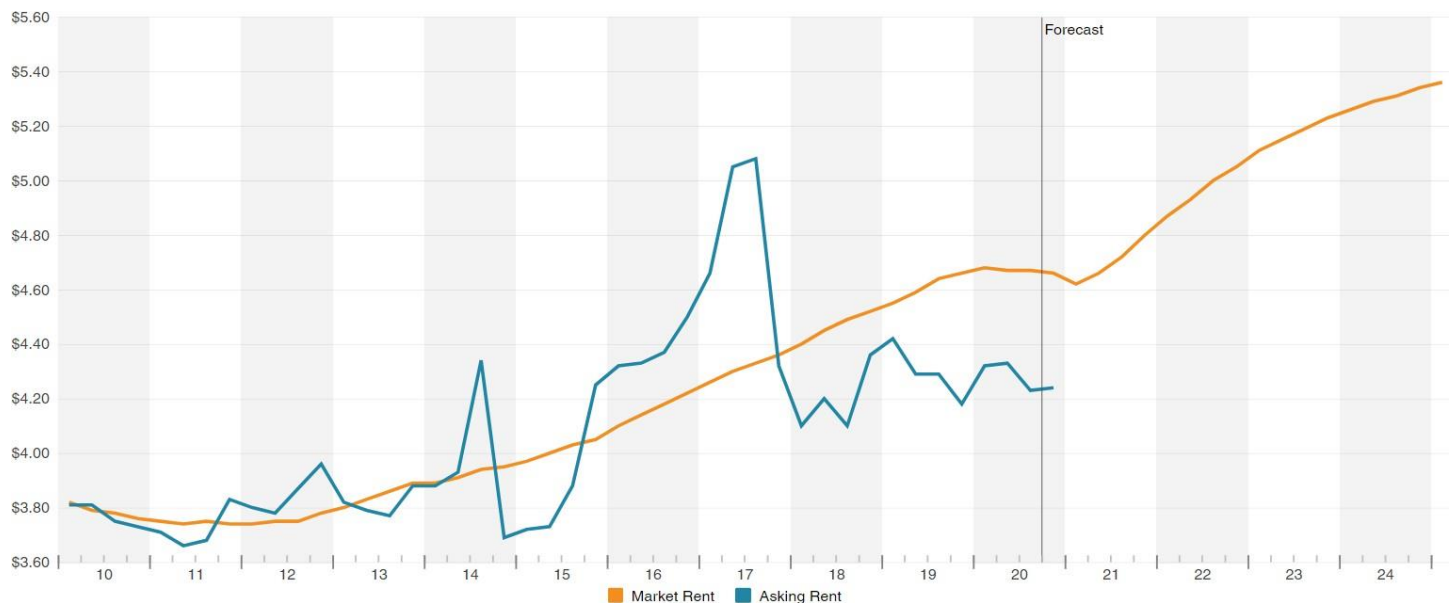


Figure 17: Market Rent & Asking Rent Per SF, Green Bay Metro

Submarket Rents

Ashwaubenon

- Average Rent = \$4.54/SF
- Range = \$4.13 - \$5.14/SF
- Current Rent (QTD) = \$5.10/SF
- 5 Year Average Rent Growth = 3%

Green Bay

- Average Rent = \$3.91/SF
- Range = \$3.56 - \$4.42/SF
- Current Rent (QTD) = \$4.37/SF
- 5 Year Average Rent Growth = 1%

Bellevue/De Pere

- Average Rent = \$4.67/SF
- Range = \$4.26 - \$5.25/SF
- Current Rent (QTD) = \$5.19/SF
- 5 Year Average Rent Growth = 2.8%

Howard

- Average Rent = \$4.34/SF
- Range = \$3.94 - \$4.93/SF
- Current Rent (QTD) = \$4.90/SF
- 5 Year Average Rent Growth = 3.2%

Leasing Activity

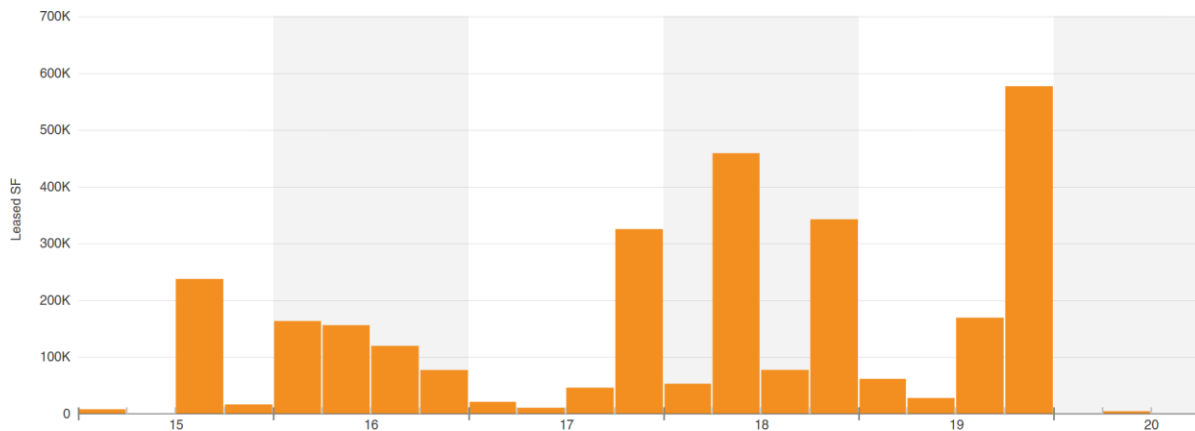


Figure 18: Leasing Activity, Green Bay Metro

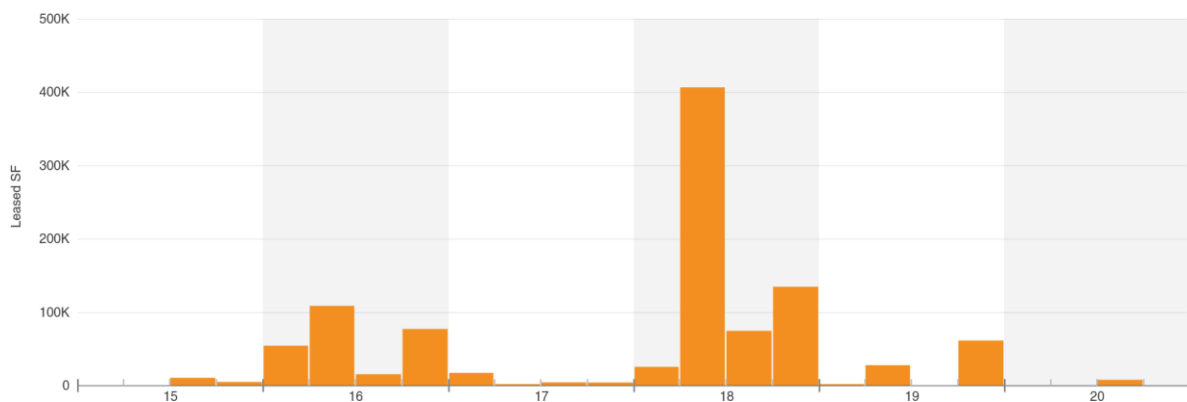


Figure 19: Leasing Activity, Green Bay Submarket

Leasing Activity (cont.)

Industrial leasing activity in the Green Bay submarket and the Green Bay Metro area has softened in the past 12 months. The large spike in leasing activity in Q2 of 2018 is attributed to SuperValu, which signed a 20-year lease renewal of a 381,000+ square-foot distribution center at 451 Joannes Avenue in Ashwaubenon. There was another major jump in activity in Q4 of 2019, when Coating Excellence International signed a 515,676 square-foot lease in Wrightstown. Overall, industrial leasing demand and demand across the metro area has been productive in the last three years and representative of a wide variety of space needs – from 1,000 to 1,000,000 square feet.

Leasing activity data can sometimes be misleading due to the wide variety of real estate transaction types in the marketplace. For example, if a lease is executed for available space that is not being marketed for lease, the transaction will typically not be reflected in leasing activity reports. In November of 2019, our firm sold an industrial building in the Green Bay area with 170,000 square feet of vacant space. Prior to closing on the sale of the building, our team secured a tenant for the entire space without having to list it for lease. This 170,000 square feet lease deal – and others like it – may not be represented in leasing activity data.

TOP INDUSTRIAL LEASES PAST 12 MONTHS

Building Name/Address	Submarket	Leased SF	Qtr	Tenant Name	Tenant Rep Company	Leasing Rep Company
2545 Larsen Rd	Howard	42,955	Q3 20	-	-	NAI Pfefferle
2022 Fox Heights Ln	Green Bay	19,406	Q4 19	-	-	Esler Commercial
2201 S Oneida St	Green Bay	17,156	Q4 19	-	-	Esler Commercial
2022 Fox Heights Ln	Green Bay	17,156	Q4 20	-	-	Esler Commercial
3176 Holmgren Way	Ashwaubenon	10,000	Q3 20	-	-	NAI Pfefferle
3194 Market St	Ashwaubenon	8,500	Q3 20	-	-	NAI Pfefferle
3091-3095 Market St	Ashwaubenon	8,000	Q3 20	-	-	Compass Management
1846 Industrial Dr	Green Bay	7,860	Q3 20	-	-	RLT Real Estate LLC
1160-1168 Ashwaubenon St	Ashwaubenon	6,024	Q4 20	The Dough Shoppe, LLC	-	Circle Real Estate, LLC
951 Ashwaubenon St	Ashwaubenon	6,000	Q4 20	-	-	NAI Pfefferle
941 Ashwaubenon St	Ashwaubenon	5,000	Q4 20	-	-	NAI Pfefferle
3194 Market St	Ashwaubenon	4,500	Q2 20	E & H Premier Machine INC	-	NAI Pfefferle
1577-1583 Main St	Green Bay	4,200	Q3 20	N/A	-	Re/Max 24/7
3194 Market St	Ashwaubenon	4,016	Q4 20	-	-	NAI Pfefferle

Leasing Activity (cont.)

Despite the slowdown in activity, there has been a healthy mix of industrial leases in the last few quarters. NAI Pfefferle worked on one of the largest lease deals in the last 12 months – 2545 Larsen Road in the City of Green Bay (located within the “Howard submarket” in this report). A local manufacturing company leased the 42,955-square-foot industrial building – formerly Tweet/Garot’s headquarters – from Northeast Wisconsin Technical College. The property generated steady interest (we received multiple Letters of Intent) and was fully leased within 6 months by a local manufacturing company that needed office and warehouse space to expand.



As Figure 20 below shows, industrial space in the Green Bay area does not take very long to lease (with the exception of a few properties in 2015). Median Months to Lease has not exceeded 12 months since Q3 of 2018, when the reading was 14.3 months – another indication of the market’s strong fundamentals.

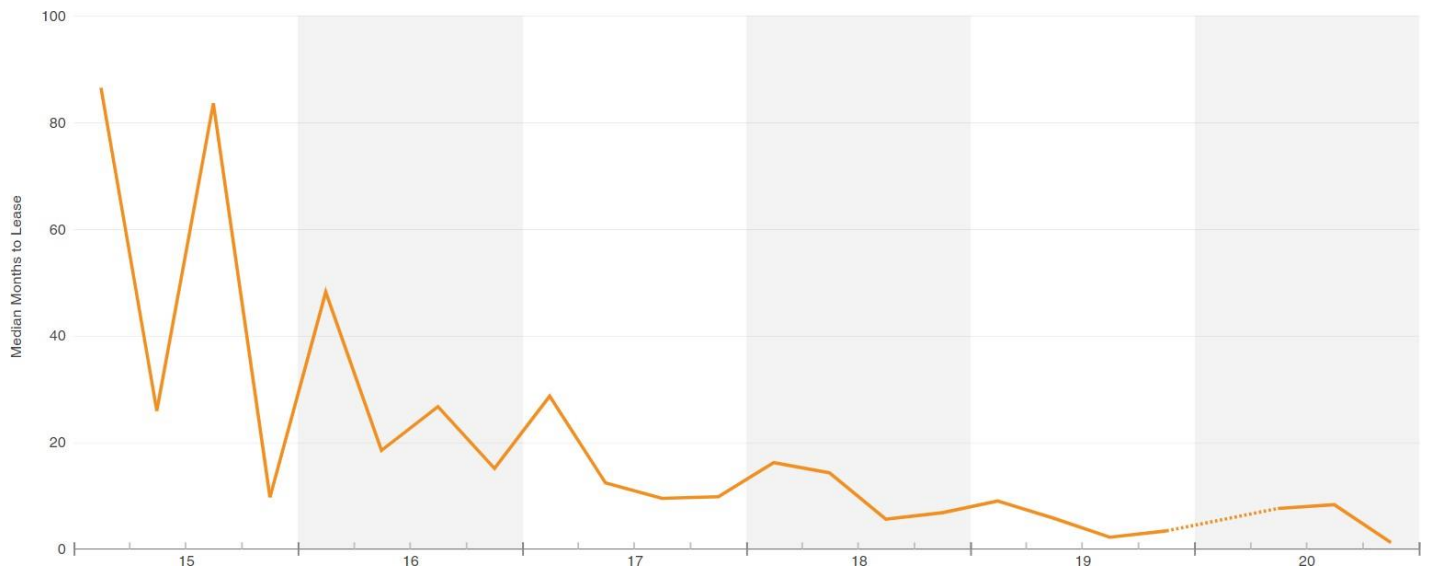


Figure 20: Months To Lease, Green Bay Metro

Industrial Sales

Green Bay's industrial market has seen an increase in sales volume since 2015. The Metro's industrial sales averaged \$67.5 million in annual sales volume over the past five years, and \$73.3 million in the past three years. Remarkably, industrial's current 12-month-sales volume across the metro is \$71.8 million, which is more than the five-year average. Investment sales are also trending up, which is a good sign.

The Green Bay submarket totaled \$12.7 million in sales volume over the past 12 months. The five-year average is \$17.3 million, although that includes the large spike in sales activity in 2018, which is attributed to the sale of 451 Joannes Avenue (leased by SuperValu) for over \$18.6 million.

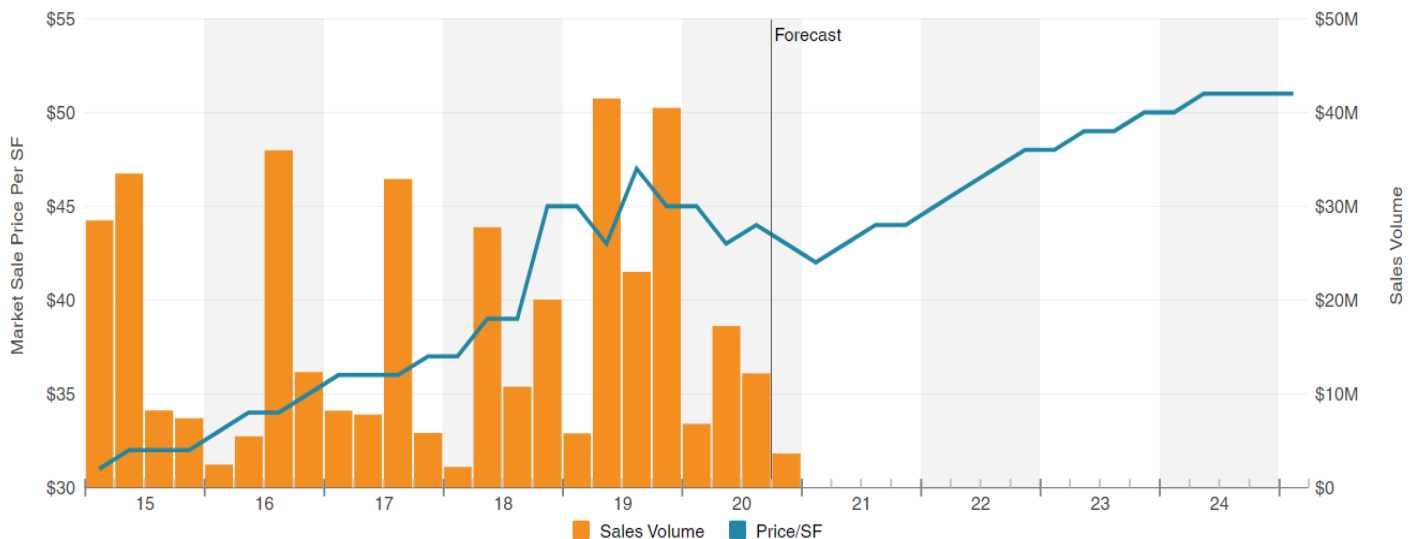


Figure 21: Sales Volume & Market Sale Price Per SF, Green Bay Metro

In the past year, there were 50 industrial properties sold in the Green Bay Metro area at an average sale price of \$1,436,000 per property. There are currently 26 properties listed for sale with a combined space of approximately 1 million square feet.

In Figure 21 above, we also see that sale price per square foot is projected to grow in the next five years – which makes sense, considering industrial rents, values and demand are all increasing or, at the least, holding steady – all things considered.

Sales Volume by Type

Green Bay's industrial buyers are primarily end-users or private investors. Institutional investors make up a smaller portion, but there are significantly more in this sector than office and multi-family. Other than a 2015 purchase, private equity was virtually nonexistent in this market – REIT and public investment were also a very small portion of the ownership mix (a REIT, or Real Estate Investment Trust, is a trust company that owns various income producing real estate assets).

Buyer/ownership type can have an impact on vacancy rates. In Green Bay, the majority of owners are owner-operators and end-users – companies that use the space they need, and expand on or off-site as needed. This, combined with a conservative approach to development in general, limits the availability of space in the market. While too much vacant space can be problematic (as we have seen on the office side), it is worth pointing out that several of our clients and other industrial tenants in the market are struggling to find available space for lease, which is hampering growth and expansion plans, as well as possible operational efficiencies.

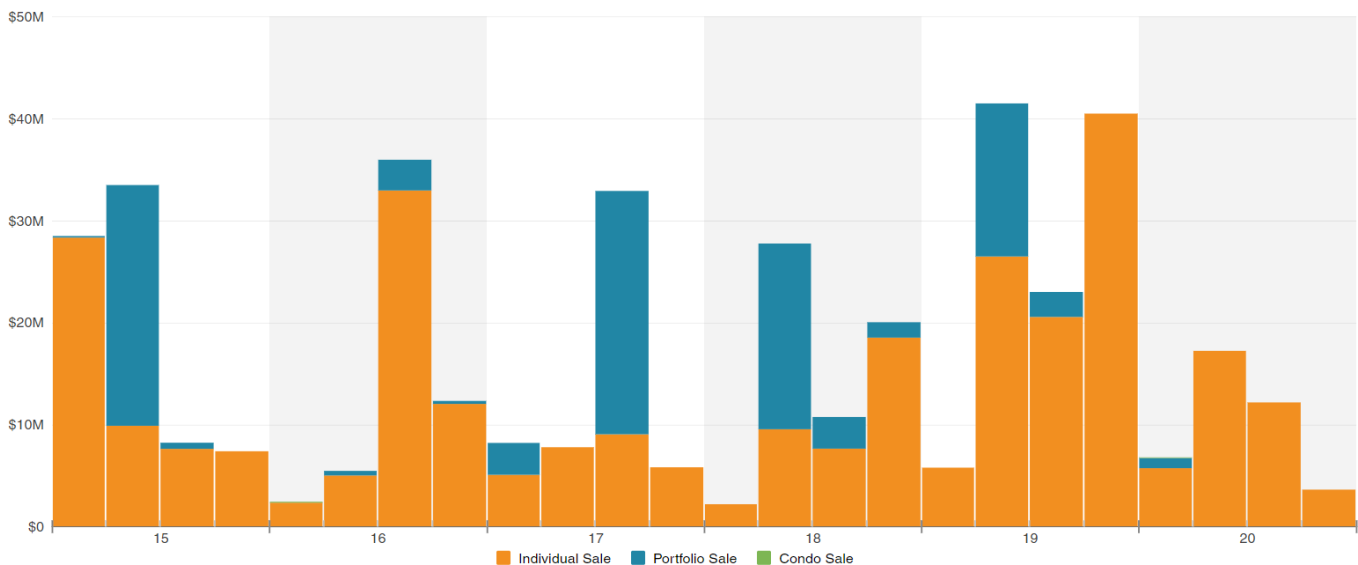


Figure 22: Sales Volume By Transaction Type, Green Bay Metro

Sale Price per Square Foot

Industrial sale prices per square feet have increased approximately 30% over the past five years. The current sale price in the metro area is \$45 per square foot, which is above its five-year average of \$42. The national average is \$93, so the value proposition that industrial buildings in Green Bay cost more than half the national average, is statistically accurate. All four of the industrial submarkets are well above their five-year average, highlighting again industrial's healthy performance across the region.

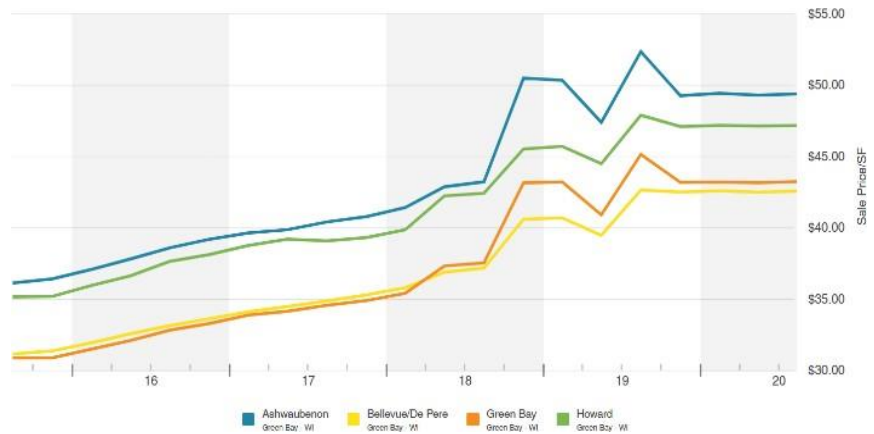


Figure 23: Sale Price Per Square Foot

The Ashwaubenon submarket has tracked the highest industrial sale price per square foot in the metro area. We believe this is partly due to its real estate landscape. Our team has heard from client companies located in Ashwaubenon's business parks which have become "land locked." As a result, they tend to justify the premium to purchase adjacent buildings when they need room to expand, – which is usually more affordable than relocating an entire operation to a different site. While this also happens in other successful industrial parks, from our experience this has been rather specific to Ashwaubenon within the Green Bay market. That potential difference aside, industrial sale prices have increased in the area since the start of 2016 and stabilized in Q1 of 2020, which should continue to attract investors.

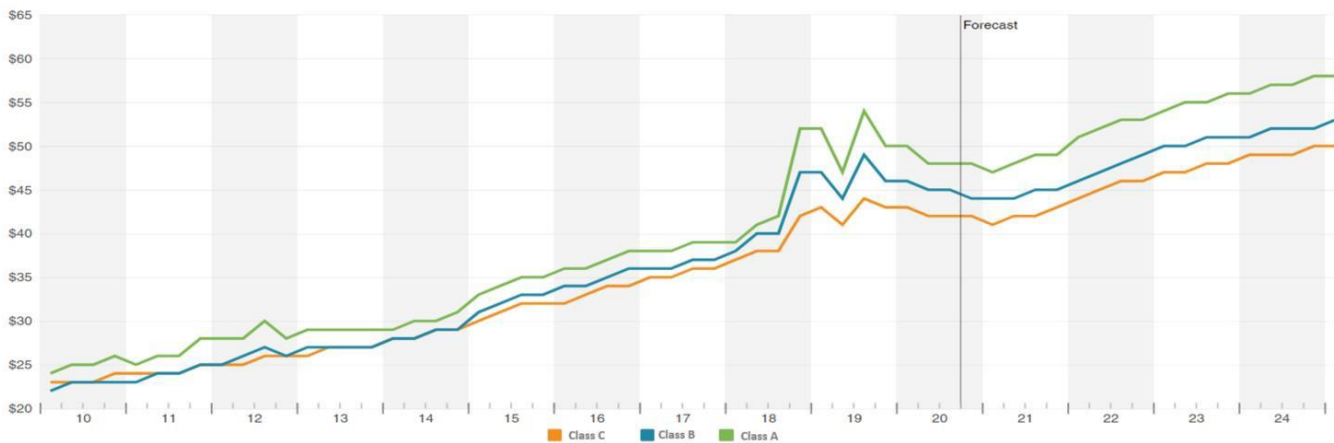


Figure 24: Market Sale Price Per SF By Class Rating, Green Bay Metro

Submarket Sale Price

Ashwaubenon

- Average Sale Price = \$37/SF
- Range = \$27 - \$52/SF
- Current Sale Price (QTD) = \$49/SF

Bellevue/De Pere

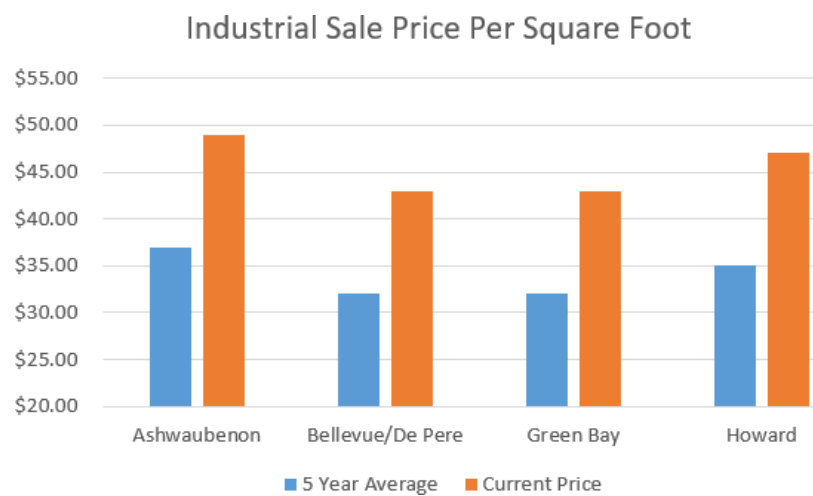
- Average Sale Price = \$32/SF
- Range = \$23 - \$43/SF
- Current Sale Price (QTD) = \$43/SF

Green Bay

- Average Sale Price = \$32/SF
- Range = \$22 - \$45
- Current Sale Price (QTD) = \$43/SF

Howard

- Average Sale Price = \$35/SF
- Range = \$24 - \$48/SF
- Current Sale Price (QTD) = \$47/SF



Cap Rates

As we can see in Figure 25, industrial cap rates across the metro area have been steadily decreasing since 2010, a time when investors faced much higher risk in Green Bay's manufacturing-driven marketplace. The stable decrease in cap rates is good news for Green Bay, as this is a telling indicator of the strength and stability of Green Bay's industrial market (a lower cap rate corresponds to better valuation and a lower level of risk). In the past two years, there has been more cap rate volatility, mainly skewed by a few investment sales, we have seen a slight uptick over the last 12 months as COVID and the election continue to sprinkle uncertainty on the market.

All four Green Bay submarkets show a slight decrease in industrial cap rates from 2015 to 2020. The five-year average cap rate for the Green Bay industrial market was 8.46%, which is also the current average cap rate. The national five-year industrial average cap rate is 6.77%.

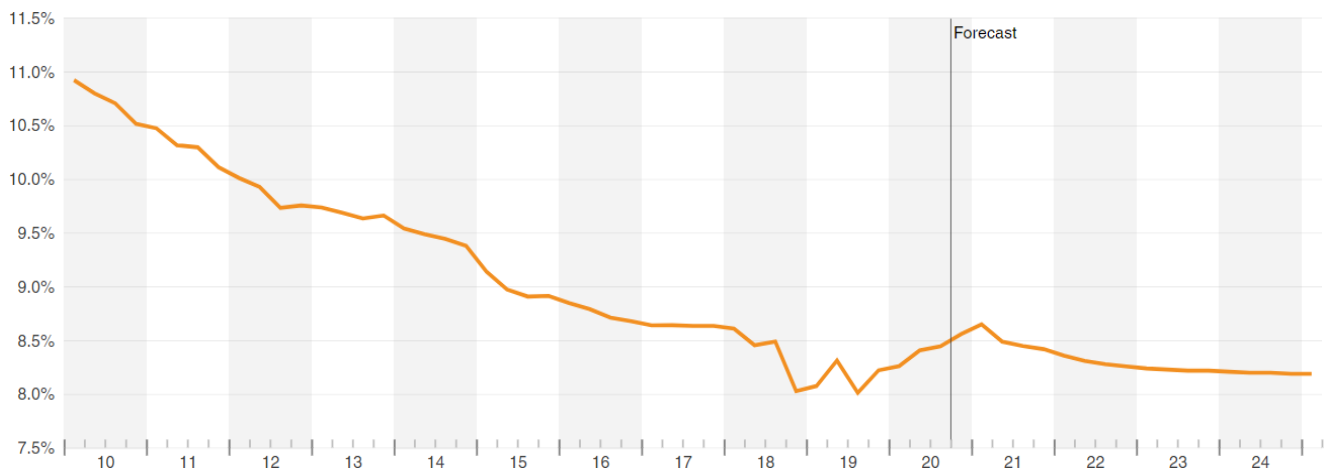


Figure 25: Market Cap Rate, Green Bay Metro

Submarket Cap Rates

Ashwaubenon

- Average Cap Rate = 9.08%
- Cap Rate Range = 7.99% - 10.52%
- Current Cap Rate (QTD) = 8.40%

Bellevue/De Pere

- Average Cap Rate = 9.34%
- Cap Rate Range = 8.47% - 10.76%
- Current Cap Rate (QTD) = 8.62%

Green Bay

- Average Cap Rate = 9.13%
- Cap Rate Range = 8.03% - 10.63%
- Current Cap Rate (QTD) = 8.36%

Howard

- Average Cap Rate = 9.11%
- Cap Rate Range = 8.24% - 11.05%
- Current Cap Rate (QTD) = 8.47%

Vacancy and Availability

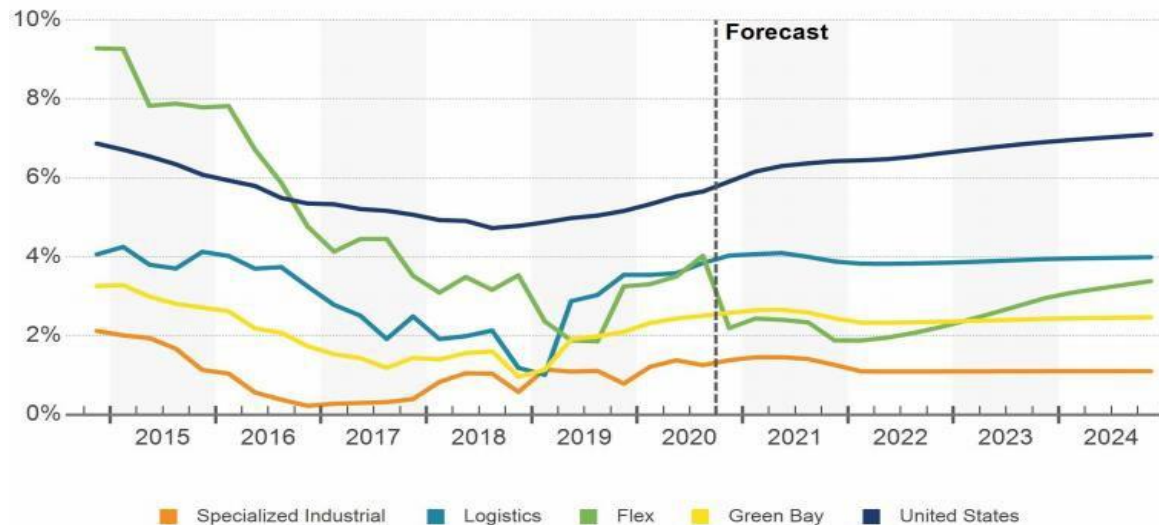


Figure 26: Industrial Vacancy Rate By Property Type, Green Bay

With the exception of a few large vacancies that shocked the local industrial market, vacancy rates in Green Bay have been historically low. The five-year average vacancy rate between all four Green Bay submarkets is 1.34%, which is significantly lower than the national five-year average vacancy (5.30%).

As mentioned previously, vacancy rates in the Green Bay metro area can be volatile due to a few large scale events. Furthermore, industrial is the most diverse real estate sector when it comes to property types, so vacancies can differ depending on the type of building. For example, distribution had a five-year average vacancy rate of 4.15%, while manufacturing/production had a five-year average vacancy of 0.86%.

Similar to office, the high price of construction has kept industrial vacancy rates especially low. New industrial construction requires more insulation, more complex air exchanges, higher quality heating and cooling systems, more windows and loading docks, and taller ceiling heights, to name a few. Because of the increased complexity and cost of new industrial construction, more companies are choosing to buy or lease existing options, which drives down vacancy and availability rates even more. What is interesting is the increase in value that many of these outdated buildings capitalize on following renovations and upgrades.

Along with vacancies, available space has also decreased significantly in the past decade, from a peak of 3.5 million square feet in Q4 of 2010 to 1.4 million square feet in Q3 of 2020. The gap between vacant and available space has also shrunk greatly, as shown below. In 2019, the two lines almost met after Shopko put their former distribution center on the market for sale – approximately 500,000 square feet of available industrial space, which was fully vacated shortly after.

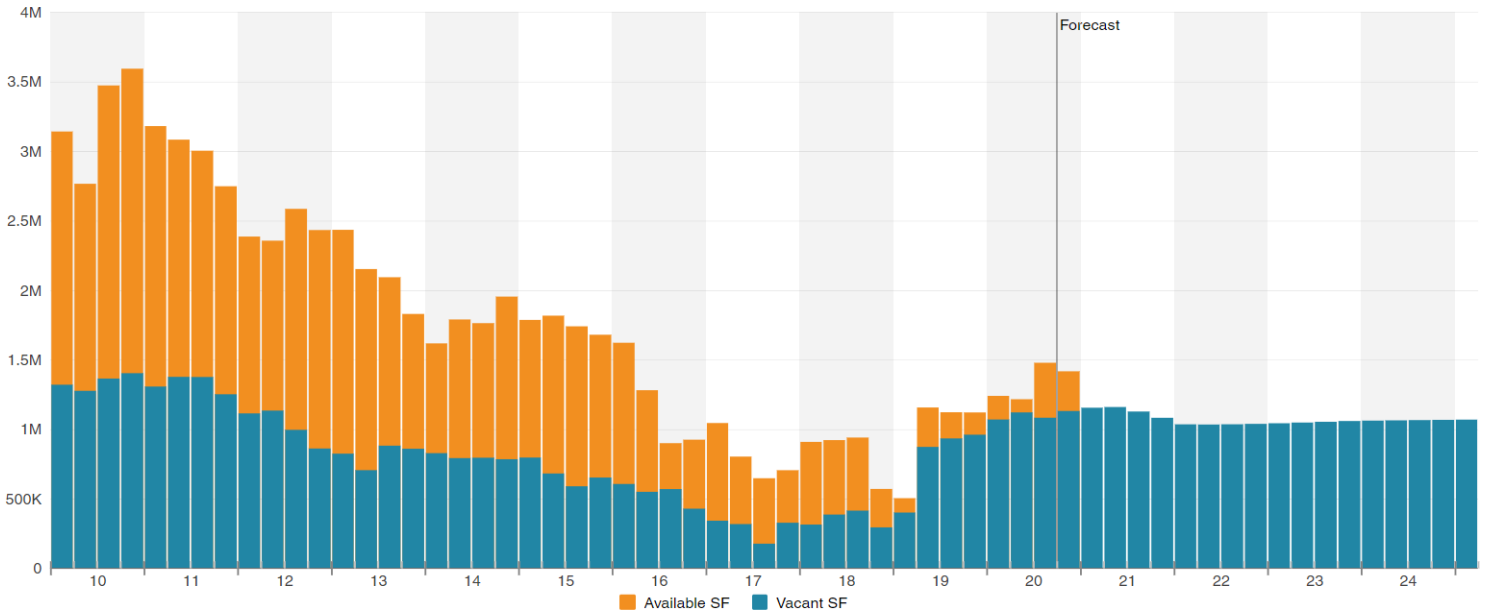


Figure 27: Available & Vacant SF, Green Bay Metro

Industrial/Flex

Flexible (or “Flex”) buildings – a subcategory of industrial space – are designed to be versatile. They can be used in combination with office, research and development, quasi-retail sales, and including but not limited to industrial, warehouse, and distribution uses. For a building to be considered “flex,” at least half of the building’s rentable area must be used as office space. Flex buildings typically have lower ceiling heights and are zoned light industrial. While flex space only makes up 5% of the Green Bay Metro’s real estate inventory (approximately 100 buildings and 2 million square feet), it is a segment worth tracking more closely.

Market rent for flex space has averaged \$7.38 per square foot (industrial average is \$4.39) and sale price per square foot averaged \$57 (industrial average is \$45). From 2015 to 2020 flex averaged \$3.5 million in 12-month-sales volume, and had an average cap rate of 8.43%. From 2018 to 2020, there has been a 9% increase in flex rent and a 14% increase in sale price. Cap rates have also decreased by almost 1%. Figure 27 shows the dwindling flex inventory, which hit its lowest point in 2019.



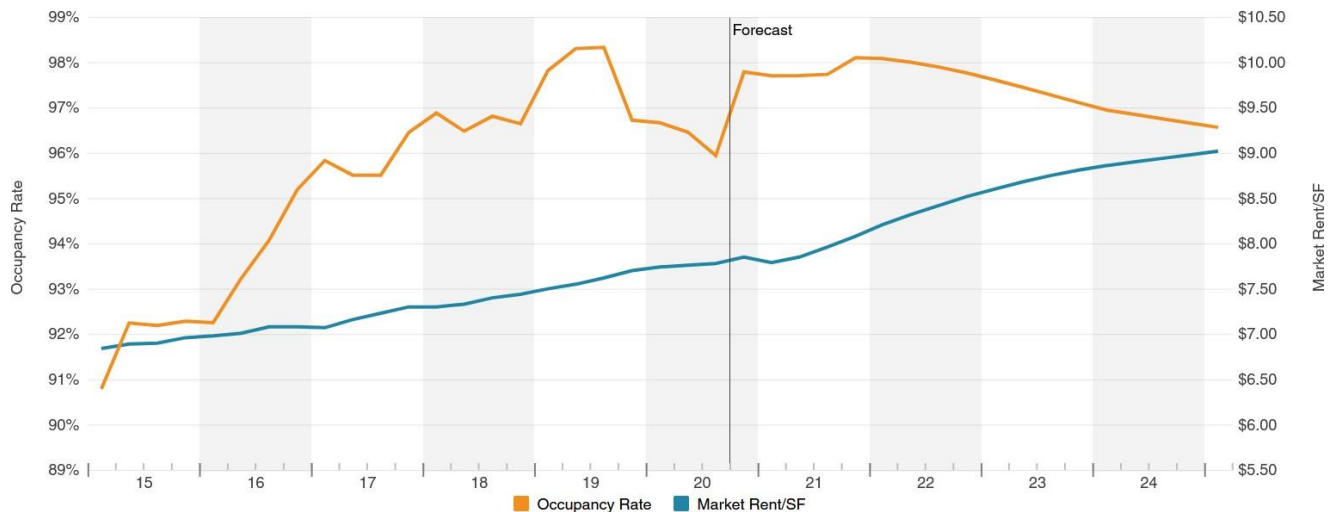
Industrial/Flex (cont.)

Figure 28: Flex Space Occupancy & Market Rent Per SF,

We believe that one possible explanation for the strong performance of flex space in the past 3-4 years is the economy. Flex buildings are typically leased by smaller businesses that likely do not have the capital to own their own space. The flexibility of use allow these companies the opportunity to house multiple functions of their business under one roof, maximizing operational efficiencies. Smaller companies appreciate this flexibility in particular, since they are likely to grow at a faster rate during a strong economy and experience rapid changes to their real estate needs. It is interesting to see an increase (about 2%) in flex building vacancies during the last 12 months, perhaps driven by COVID-19 and the recent economic downturn, which tends to impact smaller operations more deeply.

SECTION 3: GREEN BAY RETAIL MARKET

OVERVIEW

In general terms, retail real estate are establishments used to market and sell consumer goods and services. Retail can consist of many operation types, including auto dealerships, restaurants/bars, banks, fast food, convenience stores, supermarkets, department stores, gyms, movie theaters, and general storefronts. Green Bay has the second largest retail market in Northeastern Wisconsin (Appleton has approximately three million more square feet). With roughly \$1.9 billion in assets and 17.5 million square feet of inventory, retail is the second largest real estate sector in the Green Bay metro area behind industrial. In terms of retail distribution within the market, the Green Bay submarket has the largest share of retail assets, with Ashwaubenon second, Howard third, and Bellevue/De Pere fourth. Overall, retail has had the most volatile asset values in Green Bay, which is no surprise given the changes industrywide.



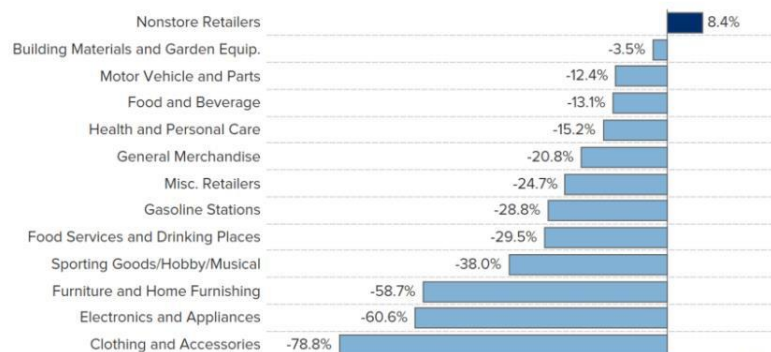
Like many other retail markets across the United States, Green Bay is facing serious challenges. The ongoing evolution of consumer habits – namely online shopping – are disrupting the industry and causing what some call a “retail apocalypse.” Ecommerce is not a new trend but COVID-19 has certainly accelerated it,

impacting brick and mortar stores heavily. As of Q2 of 2020, retailers had confirmed 7,500 additional store closings in the U.S. By the end of Q4 of 2020, the number was more than 8,000. This is in addition to the record-breaking 9,500 store closings in 2019 – a 60% jump from 2018. Men’s Warehouse, Lord & Taylor, Macy’s, Pier 1, Zara, GNC, JCPenney, GameStop,

Victoria’s Secret, Nordstrom, Bed Bath & Beyond, and Sears join a much longer list of local and national retailers closing thousands of stores. Left behind are real estate vacancies – some of them significant in size – in addition to lost jobs, supply chain disruptions, and other economic development challenges. In order to help backfill this surplus of vacant retail space – especially in a post-COVID market – it will be critical for property owners and municipalities to “think outside the box” and be sufficiently flexible with their pricing and zoning requirements.

Retail store sales by category

Percent change from March to April 2020. Total retail sales dropped by 16.4 percent.



SOURCE: U.S. Census Bureau



Figure 29: Retail Store Sales by Category

Retail Overview (cont.)

The pandemic, of course, has also caused overall decreases in retail sales, which have a trickledown effect on the economy (the U.S. retail industry directly employs about 30 million people and supports more than 42 million jobs). There was a dramatic drop in national retail sales from March to April 2020, with some retail categories – particularly those considered non-essential by consumers – reporting a 60-80% decrease. U.S. retail sales as a whole saw a 16.5% decrease during that time. Perhaps not so ironically, ecommerce sales have been a bright spot in recent months, helping to offset the in-store activity collapse as consumers choose to shop from the comfort (and safety) of their homes. Post COVID, retail recovery will be mixed. Certain segments, such as groceries, health and wellness, and home improvement stores remain strong, while restaurants and other entertainment venues continue to struggle. As we have seen already, some companies will not survive the storm. Additional rounds of government assistance for retail and service companies will be crucial, especially as individual stimulus checks from the federal government subside and discretionary spending slows down.

Local efforts to “shop local” and “shop small,” often orchestrated by downtown business improvement districts, will play an important role in the months to come, especially as online sales continue to soar.

Green Bay Metro Retail, Key Performance Indicators

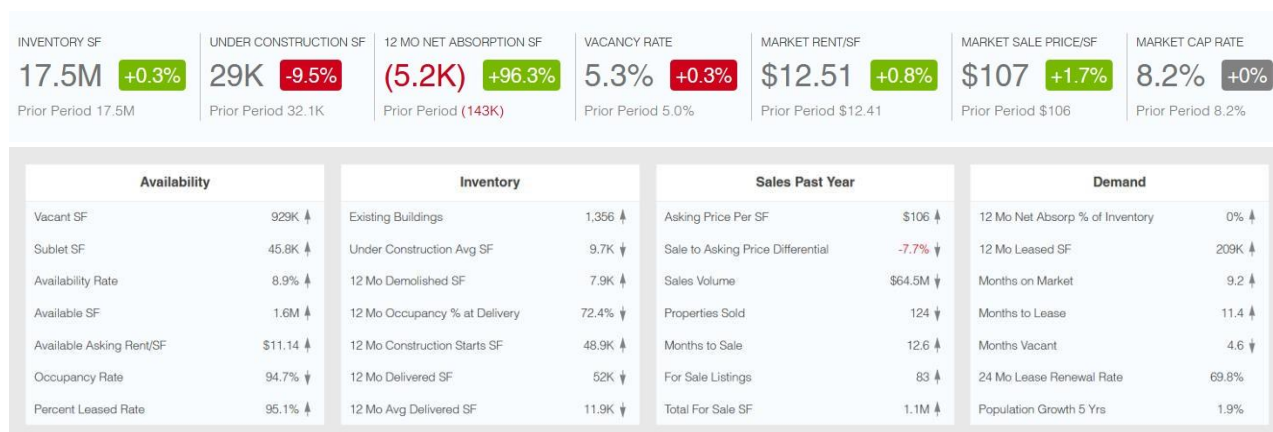


Figure 30: Retail KPI's

Similar to office and industrial, the Green Bay retail market has not seen a drastic change in inventory square footage over the past five years. The current Green Bay Metro retail market has approximately 1,350 buildings with a combined space of 17.5 million square feet. Approximately 11.3 million square feet are in the Green Bay Submarket alone.

Retail Leasing

Rents

All of Green Bay's retail submarkets demonstrated small increases in rent per square foot in the last five years. The five-year average rent is \$12.23 per square foot, while the national average is \$21.65 per foot. The average rent growth rate in Green Bay from 2015 to 2020 was 1.5% annually, which is about 1% below the national average for retail. Rent growth has been pretty consistent throughout the metro area and all four markets are still above their five year average (the spike in Bellevue/De Pere in 2017 was caused by one outlier). Since the beginning of 2020, however, there has been a slight dip in retail rents in response to the challenges created by COVID.

Submarket Rents

Ashwaubenon

- Average Rent = \$12.12/SF
- Range = \$11.62 - \$12.44/SF
- Current Rent (QTD) = \$12.44/SF
- 5 Year Average Rent Growth = 1.5%

Bellevue/De Pere

- Average Rent = \$11.92/SF
- Range = \$11.41 - \$13.00/SF
- Current Rent (QTD) = \$12.04/SF
- 5 Year Average Rent Growth = 1.4%

Green Bay

- Average Rent = \$12.49/SF
- Range = \$12.01 - \$12.80/SF
- Current Rent (QTD) = \$12.79/SF
- 5 Year Average Rent Growth = 1.5%

Howard

- Average Rent = \$11.26/SF
- Range = \$10.83 - \$11.55/SF
- Current Rent (QTD) = \$11.55/SF
- 5 Year Average Rent Growth = 1.4%

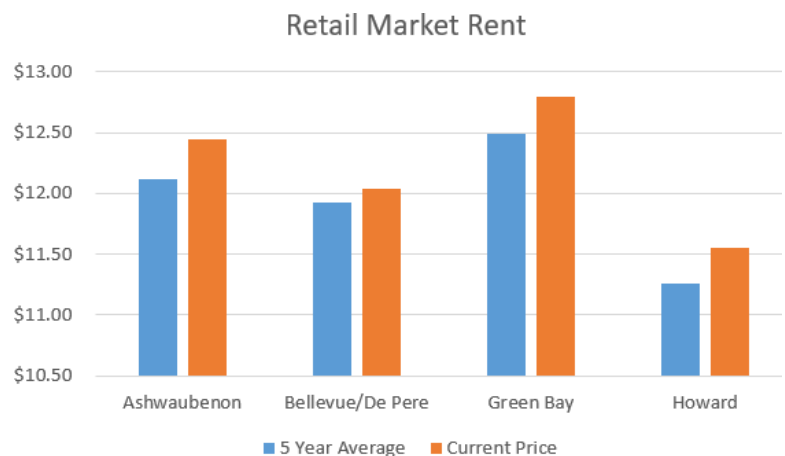


Figure 31, Retail Rents

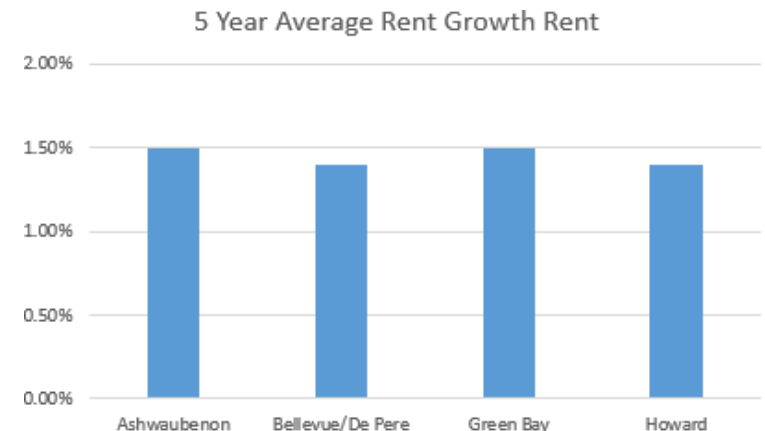


Figure 32, Retail Rent Growth

Leasing Activity

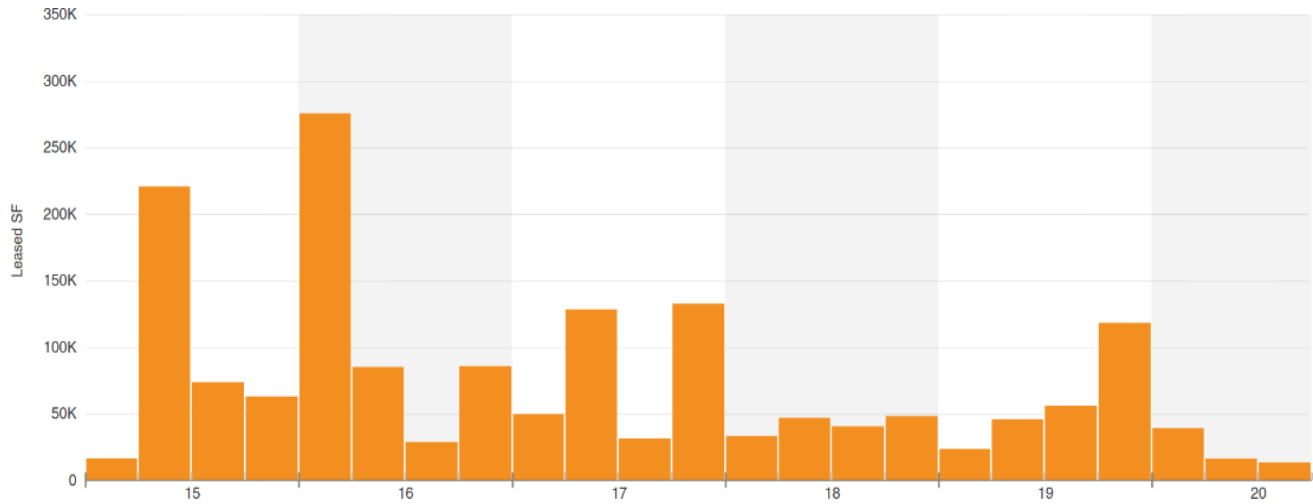


Figure 33: Leasing Activity Square Feet, Green Bay Metro

There has been approximately 200,000 square feet of retail space leased over the past 12 months in the Green Bay metro area – the lowest leasing activity in the last five years. As seen in Figure 33 (above), there were two significant bursts of leasing activity since 2015. The first one in Q2 of 2015 can be largely attributed to the lease renewal of the 132,000-square-foot former Younkers building in Ashwaubenon. The other spike was in Q1 of 2016, when Mills Fleet Farm executed a sale leaseback of their 230,000-square-foot facility at 2460 Main St in Green Bay.

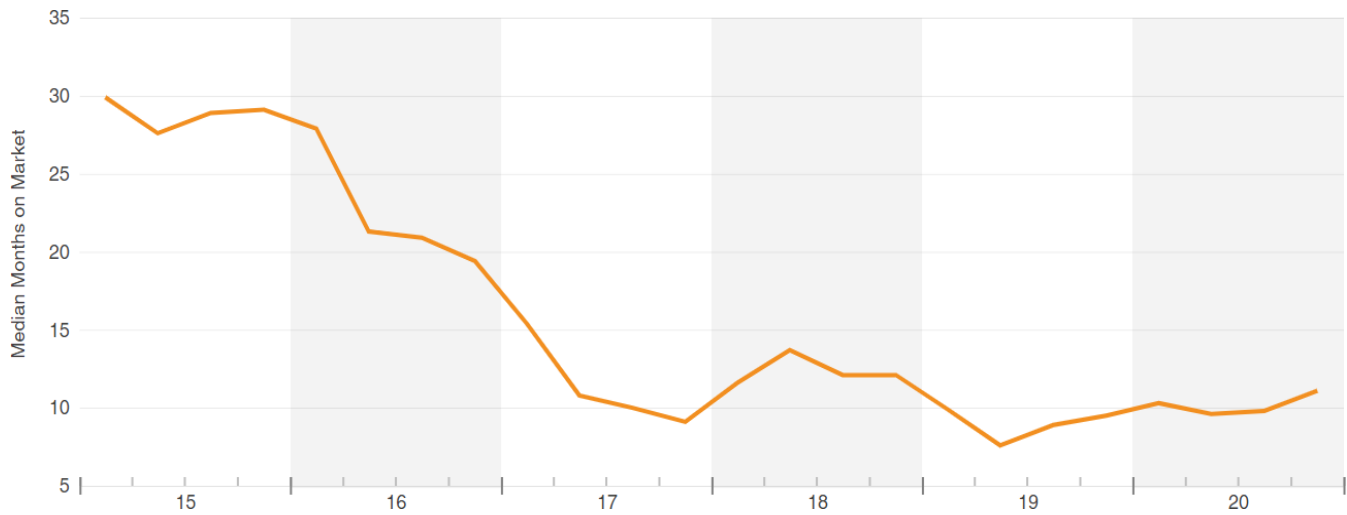


Figure 34: Months On Market, Green Bay Metro

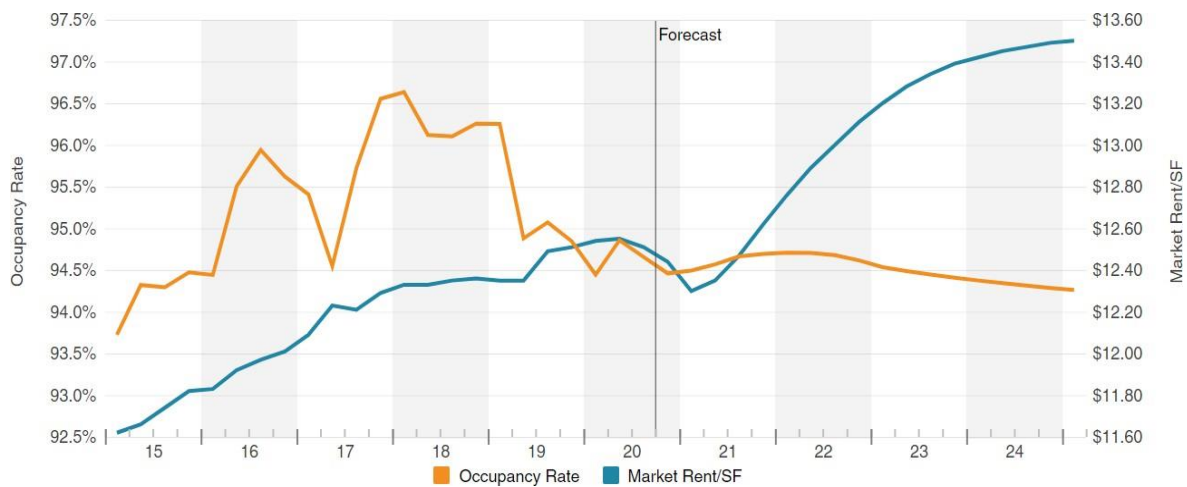
Leasing Activity (cont.)

Figure 35: Occupancy & Market Rent Per SF, Green Bay Metro

Retail Sales

Green Bay's retail market has seen a decrease in sales volume since 2015. Over the past five years, the metro area has averaged a 12-month sales volume of \$80 million, \$71.5 million in the past three years alone. The current 12-month sales volume is \$68.2 million, which is below both metrics.

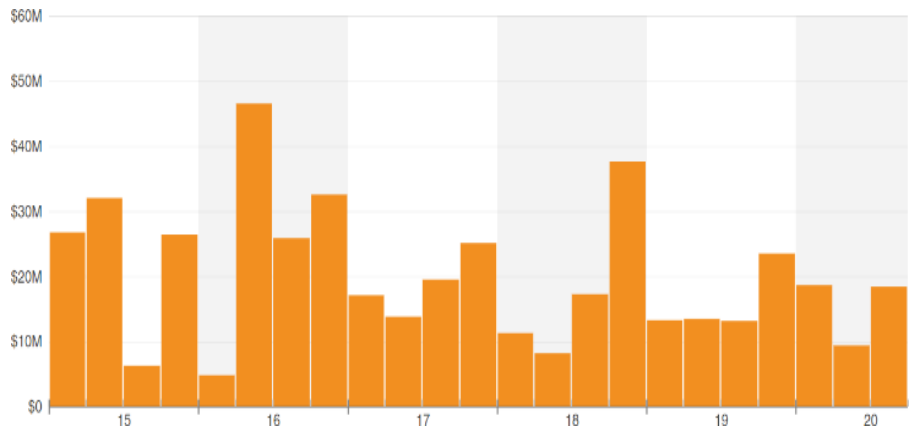


Figure 36: Sales Volume, Green Bay Metro

In the chart to the right, we can see a large spike in sales activity in 2016, which was mostly due to the sale/leaseback of Mills Fleet Farm at 2460 Main Street mentioned earlier. The other large jump in sales volume (Q4 of 2018) was coincidentally the combination of a few sizeable deals that closed in the same quarter.

In the past year, there were almost 130 properties sold in the Green Bay retail market at an average sale price of \$528,682. Currently, there are 80 retail spaces listed for sale with a combined total of about 1 million square feet.

Sales Volume by Buyer Type

Unlike office, industrial, and multi-family – which all have approximately a 60/40 split between local and national ownership – only 40% of retail assets in the metro area are owned by local investors, while the other 60% are national. The reason is the large concentration of national tenants/retailers in the market. National retailers, along with their name recognition, customer base and sales potential, are usually more attractive to real estate investors than other investment types, such as an office or industrial, which require more extensive local market knowledge and are higher risk. Because of this, it is not surprising that retail has the largest proportion of institutional, private equity and REIT/public investment across all property types in the area. Our firm's property management division works with a number of these retail owners, as well as their tenants, who have a variety of facilities management needs and rely on a local team of property managers, maintenance technicians, engineers, accountants, landscapers, etc., to take care of their investment and keep their tenants happy.

Sale Price Per SF

Retail sale prices have fluctuated since 2015. The five-year average sale price per square foot for Green Bay's retail market is \$104 and the national average is \$204. Overall, the sale price per square foot increased approximately 6.25% between all four submarkets since 2015.

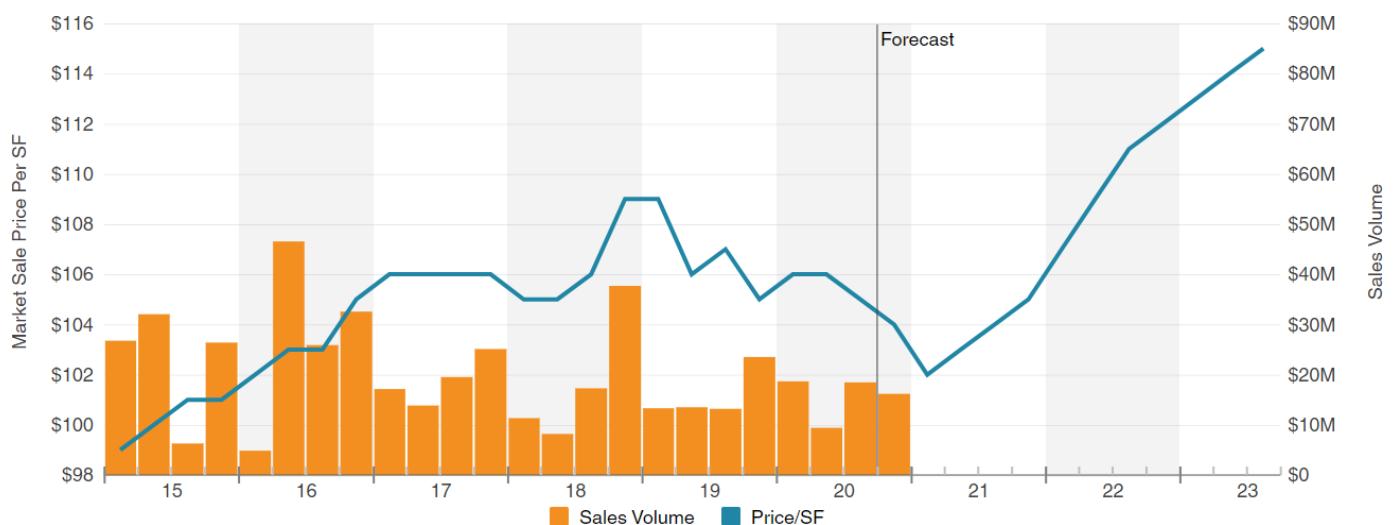


Figure 37: Sales Volume & Market Sale Price Per SF, Green Bay Metro

Cap Rates

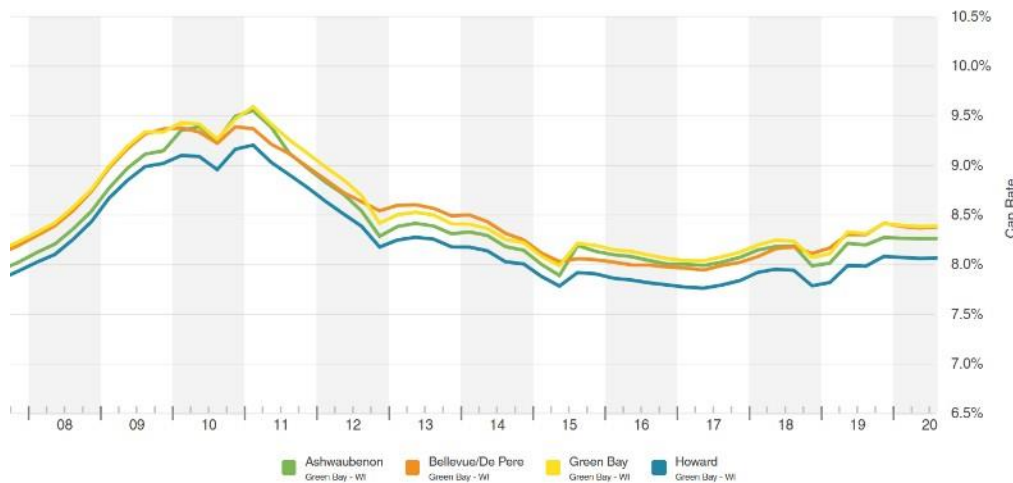


Figure 38: Cap Rates, Green Bay Metro

The Green Bay retail market has experienced a slight increase in cap rates since 2015 (higher cap rates are typically riskier investments than lower cap rates). The five-year average cap rate for the Green Bay retail market is 7.71%, and the current rate is 7.90%. The national five-year average cap rate for the retail market is 7.10%, meaning that Green Bay's retail market has a higher risk level than most other retail markets in the United States. Retail had the lowest average cap rates of all real estate types in Green Bay, but this is mostly due to the lease structures that are used with retail: triple net leases have become increasingly popular and they typically have lower cap rates. Retail cap rates have gone relatively unchanged in 2020, but we estimate there will be an increase in cap rates following the COVID-19 pandemic.

Submarket Cap Rates

Ashwaubenon

- Average Cap Rate = 8.12%
- Cap Rate Range = 7.99% - 8.27%
- Current Cap Rate (QTD) = 8.26%

Bellevue/De Pere

- Average Cap Rate = 8.13%
- Cap Rate Range = 7.94% - 8.41%
- Current Cap Rate (QTD) = 8.37%

Green Bay

- Average Cap Rate = 8.20%
- Cap Rate Range = 8.04% - 8.41%
- Current Cap Rate (QTD) = 8.39%

Howard

- Average Cap Rate = 7.90%
- Cap Rate Range = 7.76% - 8.08%
- Current Cap Rate (QTD) = 8.06%

Ecommerce

Over the past decade, ecommerce sales as a percentage of total U.S. retail sales have grown from 6.4% in 2010 to 16% in 2019. Last year alone, online sales grew 15% from the prior year. In terms of dollars, online sales accounted for \$460 billion of the \$3.5 trillion in total retail sales in 2017, and \$600 billion of the \$3.8 trillion in 2019.

There is no doubt that online shopping, which has grown exponentially in the last five years and skyrocketed in the past five months, is here to stay – and with it, its ongoing impact on the retail market. Take Walmart, for example. The retail giant – and largest private employer in the U.S. – knocked its quarterly earnings out of the park again as ecommerce sales surged nearly 80%. Walmart noted that its more than 5,000 stores – a competitive edge over online-only retailers like Amazon – were key to growing curbside pickup and buy online/pick up in store, or BOPIS, sales, which have become popular during the pandemic and is considerably cheaper for retailers than home delivery (BOPIS accounted for 25% of all ecommerce orders at Macy's in the last quarter).



% Change in Ecommerce Retail Sales fr. Prior Year
Billion \$, quarterly, not seasonally adjusted



Figure 39, Change in Ecommerce Retail Sales

As same-day delivery becomes the standard and online shopping continues to grow, brick-and-mortar retail will continue to evolve and try to maintain its place in the shopping experience. In fact, some predict that physical retail space will become more valuable if it can serve as a showroom and warehouse/distribution point simultaneously. This flexibility will be crucial, especially post-COVID. Retailer Macy's, for example – one of the most ubiquitous anchors in shopping centers and malls around the country – posted a third straight quarterly loss as the pandemic keeps shoppers out of its department stores. As part of a strategy to rethink closed big-box stores, the company turned two stores that were closed earlier this year to fulfillment centers to meet a rapid rise in online sales.

Ecommerce (cont.)

Another trend that we are seeing locally is the increase of retail partnerships between online-only companies (from Amazon to startups) and those with stores, which is impacting the retail marketplace. One of the most high-profile is the partnership between Amazon and Wisconsin-based Kohl's, which allows customers to make hassle-free Amazon returns at any of Kohl's 1,200 stores. While it might seem like a competitive or counterintuitive relationship, it is actually mutually beneficial. Amazon leverages Kohl's physical retail space and customer base (90% of Kohl's returns happen in-store) and Kohl's taps into a rapidly growing online customer base, who are increasing in-store foot traffic and sales. While this is obviously a large-scale example, this type of symbiotic relationship is a sign of how creative retailers are getting to keep their physical assets relevant and profitable.

Vacancy & Availability

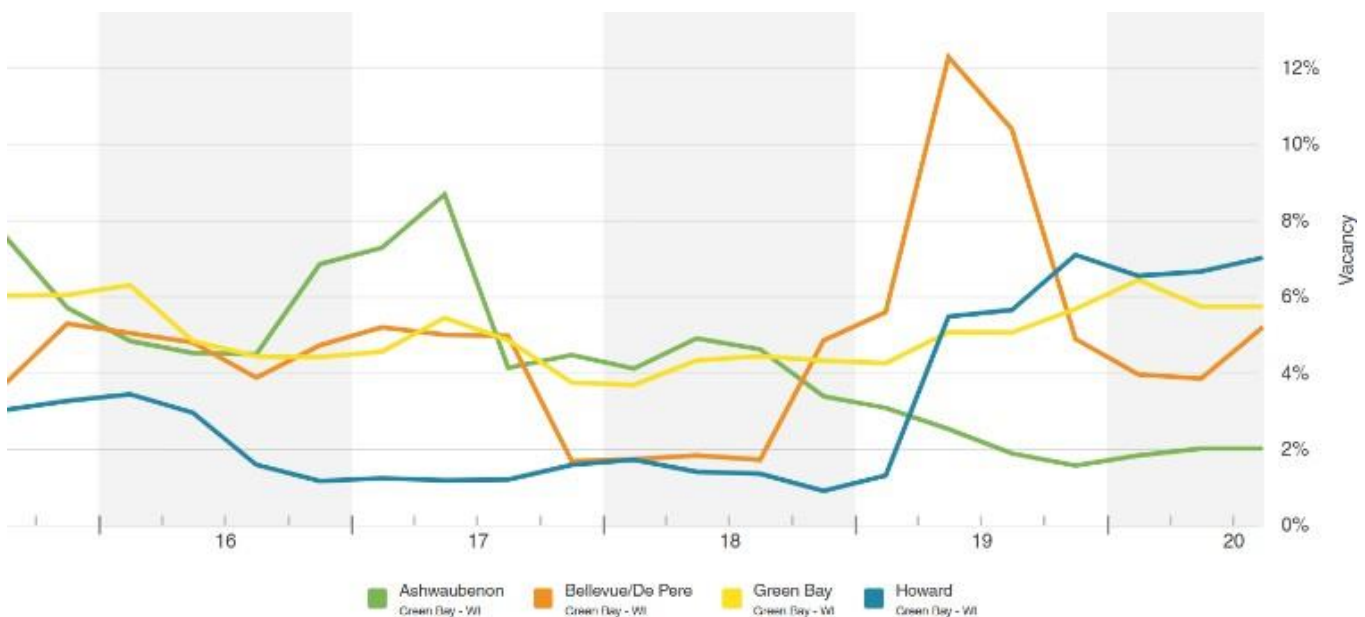


Figure 40: Retail Vacancy Rate, Green Bay Metro

Vacancy Rates

Of all four real estate types, Green Bay's retail market showed the most volatile vacancy rates over the past five years. Vacancy rates in the Green Bay retail market have varied wildly in the past five years. The five-year average vacancy rate between all four Green Bay submarkets is 4.67% - about 1% less than the national average.

Overall, the Howard submarket has had a general increase in vacancy rates since 2015, even though it has demonstrated the lowest retail vacancy rates from 2015-2020 with an average of 3.13%. Howard had a peak five-year vacancy rate of 7.09% in Q4 of 2019 and a low of 0.90% in Q4 of 2018. Bellevue/De Pere retail had the most volatile vacancy rates and highest average vacancy rates (5.03%). The Green Bay submarket had the second highest vacancy rate at 4.79%. Ashwaubenon has an average five-year vacancy rate of 4.31%.

Just like office and industrial, vacancy rates should be looked at with caution. The vacancy data above provides a good look at the overall vacancy rates in Green Bay, but due to the scale of the Green Bay market, one big-box vacancy could change the picture for an entire market or submarket.

As we have seen many times in the past, national retailers can have a significant impact on communities of all sizes due to the large real estate and human capital footprint they typically require to operate (and leave behind if they close). When Shopko filed for bankruptcy in Q1 of 2019, 360 stores in more than two dozen states went dark. At one point, our firm alone was representing the lease or sale of more than a dozen vacant Shopkos throughout the state of Wisconsin, ranging from 30,000 to 90,000 square feet – all single-tenant buildings, many in smaller markets.

One important point to make here is the need for more flexibility with municipal zoning policies. We are seeing examples of large vacant spaces being rezoned and repurposed into a variety of uses, including office, mixed-use, storage, senior living and medical, to name a few. Climate-controlled self-storage, while not always the most appealing politically, has been filling several vacant retail space locally, as the sites often check a number of boxes. Other interest that we have seen for this type of available space locally has been from office users, indoor amusement parks, a wellness center and hardware stores.



Vacancy & Availability (cont.)

There is no shortage of innovative and successful ideas. In Nashville, for example, Vanderbilt Health converted a deteriorating mall off I-65 called One Hundred Oaks, into Vanderbilt Health One Hundred Oaks, an outpatient medical mall. Vanderbilt repurposed the 880,000-square-foot mall – Nashville’s first closed indoor mall – into a 450,000-square-foot medical center, home to 22 specialty clinics, as well as pharmacy, imaging and a lab, and a 47,000-square-foot, five-story office tower – all on infrastructure built 50 years ago as a retail space. While we are not insinuating that projects of this scale will develop with one zoning change, it is important to be open-minded and flexible when considering new uses for these large, struggling vacant retail spaces.



An emerging retail trend is the conversion of large vacant space into self-storage facilities

Vacancy & Availability (cont.)



In Oshkosh, Extreme Customs – a local tires, wheels and auto accessories retailer – purchased the former JCPenney building in Aviation Plaza to open a new retail, shop and warehouse facility.

The stores performing the worst are the ones in larger downtown locations. “Suburban” stores and neighborhood retail enters that are smaller and mostly in off-mall and more convenient locations are the drivers of in-store traffic and sales at this time.

Retail Trends: Now and Future

Retail has been hit extremely hard due to COVID-19. For retail businesses that rely on in-person purchases, COVID-19 was devastating. With business shut down during the pandemic, many tenants were unable to make rent payments to their landlords – this was more specific to smaller retail outlets. Even after reopening, the



decreased capacity of customers continuously made it harder for many small retail businesses, such as bars and restaurants, to get back on their feet. We think that in the short term (1-2 years) more vacancies will be seen in smaller retail locations solely due to the COVID-19 pandemic. We expect to see an uptick in vacant bars, restaurants, and small shops that were unable stay afloat during the pandemic.

Retail Trends (cont.)

We think that the future is bright for small neighborhood shopping centers like the one picture on this page.

Neighborhood retail are smaller centers typically with 2,000 – 5,000 square foot spaces. Because of the smaller spaces, these strip malls are more flexible for the different

types of businesses that can occupy them, enabling them to have less vacancies than large big box stores. Many of these strip centers have stable anchors -- like a Starbucks or Chipotle -- that attract neighboring tenants. Another benefit to these centers is that they can serve smaller markets than big box retailers, and they are typically located near residential development. Many of these modern neighborhood retail centers can be seen across the Green Bay area, like the recent developments in Howard and Bellevue.



SECTION 4: GREEN BAY MULTI-FAMILY MARKET

OVERVIEW

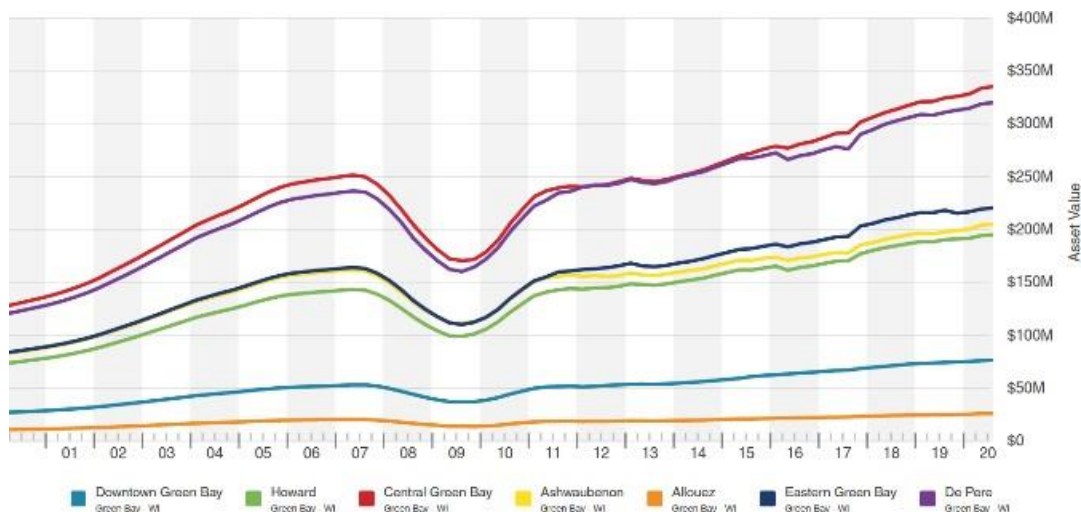
Though multi-family is the smallest asset class in Green Bay, it has been Green Bay's strongest commercial real estate market over the past five years. Even with new inventory and increasing rent prices, we still are seeing stable rental demand throughout the metro area – both among renters, as well as investors. Every multi-family submarket in Green Bay has experienced decreases in vacancy and consistent growth in rents, sale prices, and asset values. Overall, there has been a push for new multi-family development throughout the area, from the downtown to the more suburban locations – and according to a recent market study, plenty of uncaptured demand remains. Of special note is the appeal that Downtown Green Bay has been able to garner in the last five years-plus. Residents, employers and retailers continue to score its walkability, vibrancy and amenities high. The mixed-use type of development, which also captures the work-live-play trend in real estate, is here to stay.

Data & Submarket Considerations

For this section, Green Bay's metro multi-family market has been broken down into seven submarkets: Allouez, Ashwaubenon, Central Green Bay, Downtown Green Bay, Eastern Green Bay, and Howard. Our results are based off of multi-family rentals (rental properties that have more than one tenant). The focus of this multi-family report will be on the supply and demand of multi-family property in the metro area, as opposed to a housing study. For a more in-depth analysis of the area's housing market, please see MSA Professional Services' Green Bay Housing Market Study released in October 2020 and available on the City of Green Bay's website.

Asset Values

Figure 41: Multi-Family Asset Values



Multi-family Overview (cont.)

Green Bay's metro multi-family market has a combined total asset value of \$1.35 billion. Asset values in all submarkets have seen strong increases since 2015 (approximately 20%).

Central Green Bay and De Pere make up about half of Green Bay's multi-family asset value. Eastern Green Bay, Howard, and Ashwaubenon each make up approximately 15%.

Approximately three fourths of Green Bay's multi-family assets are owned by private investors. Institutional investors only make up about 5% of ownership, although interest among this investor group has increased in the last five years. This is a positive sign, since institutional investment is often a well-capitalized and sophisticated class.

Much like office and industrial, Green Bay's multi-family asset owners are roughly 60% local and 40% national. Typically, Green Bay multi-family owners and investors focus only on the Green Bay Market (as opposed to branching out into other parts of the state, for example).

Source: 2018 5-Year ACS Estimates

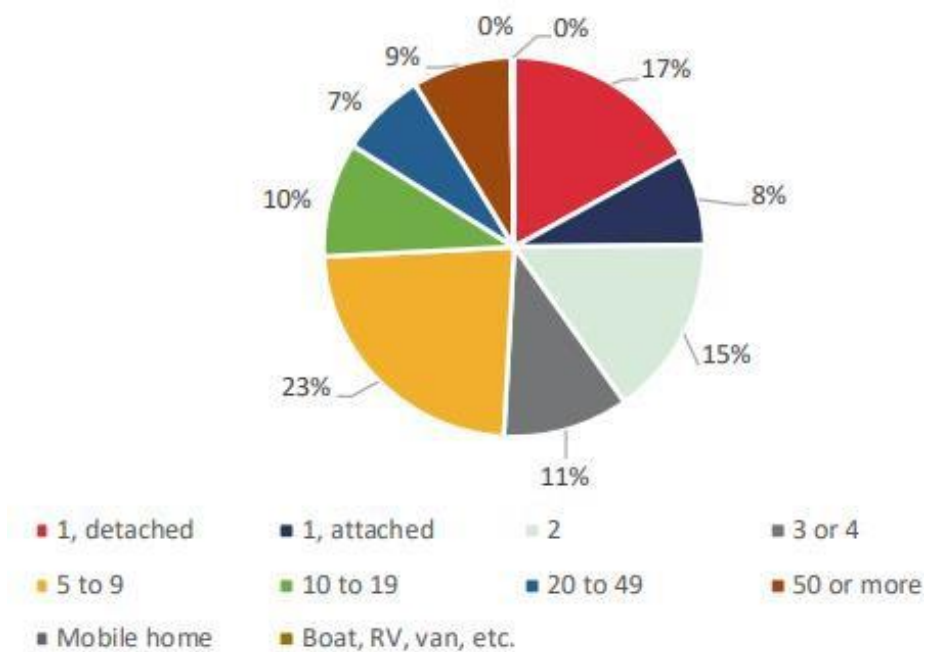


Figure 42: Rental Units by Type, City of Green Bay (MSA, 2020)

Source: 2018 5-Year ACS Estimates

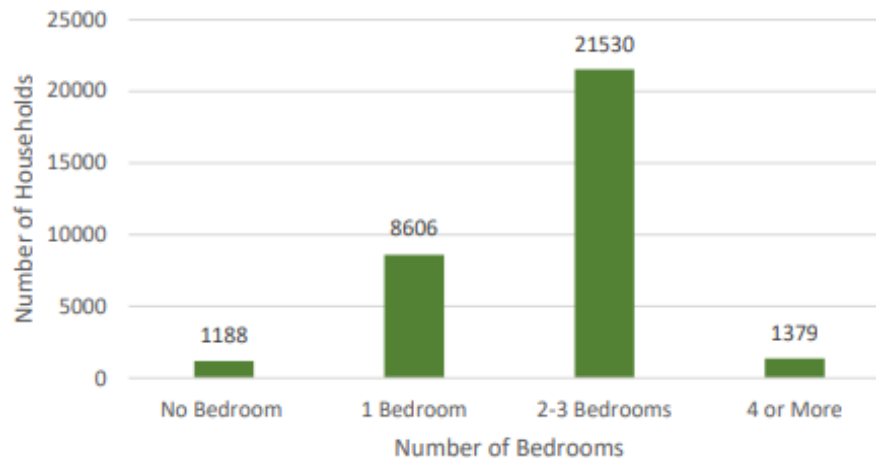


Figure 43: Rental Units by Bedroom, City of Green Bay (MSA, 2020)

Source: 2018 5-Year ACS Estimates

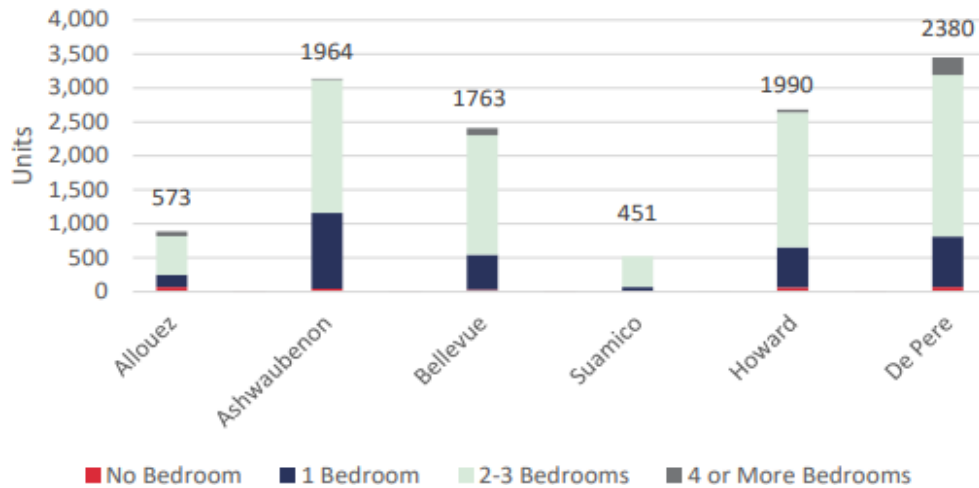
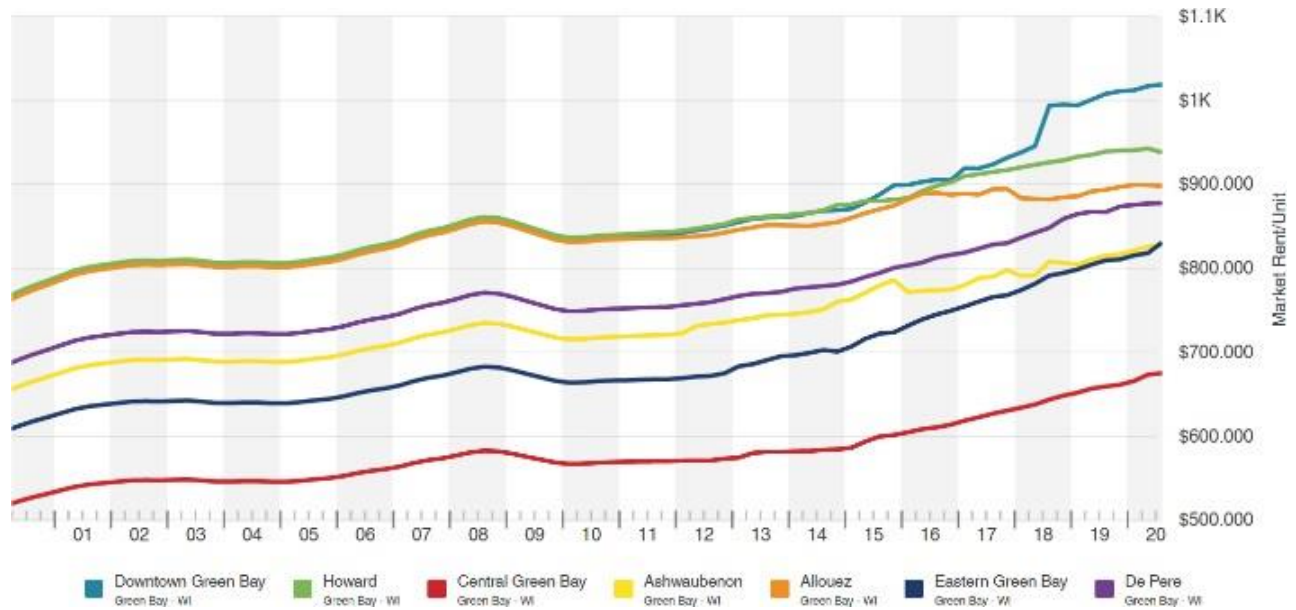


Figure 44: Rental Units by Bedroom, Submarkets (MSA, 2020)

Rents



Market Rent Per Unit

Due to the demand of multi-family rentals in the Green Bay market, and the cost of new construction, all seven multi-family submarkets showed consistent increases in rent per unit since 2015. For example, Downtown Green Bay has seen a significant increase in rents since 2016 as a result of the new, high-end multifamily developments in the district.

Further, construction complexity is incrementally more sophisticated in the newer downtown offerings. With all concrete structures and costly amenities, such as underground parking and rooftop terraces, construction costs are usually high. Meanwhile, developments in the “suburbs” will have cost benefits such as cheaper land, all wood frame construction, and less luxury amenities, allowing these properties to feasibly charge lower rents.

In

Figure 45: Median Multi-Family Rents, Green Bay Metro

Figure 45 above, the Howard submarket showed the second highest rents after Downtown Green Bay because a significant number of the multi-family offerings in the Howard/Suamico area are new as well. Central Green Bay had the lowest median rents in the Green Bay area by a considerable margin – this is directly correlated with the age of inventory. The five-year average rent growth rate per unit for the Green Bay multi-family market was 2.05%, which is slightly below the national average of 2.8%.

For a more in-depth analysis of multi-family rents in Brown County, please consult MSA Professional Services' Green Bay Housing Market Study released in October 2020.

Market Rents (cont.)

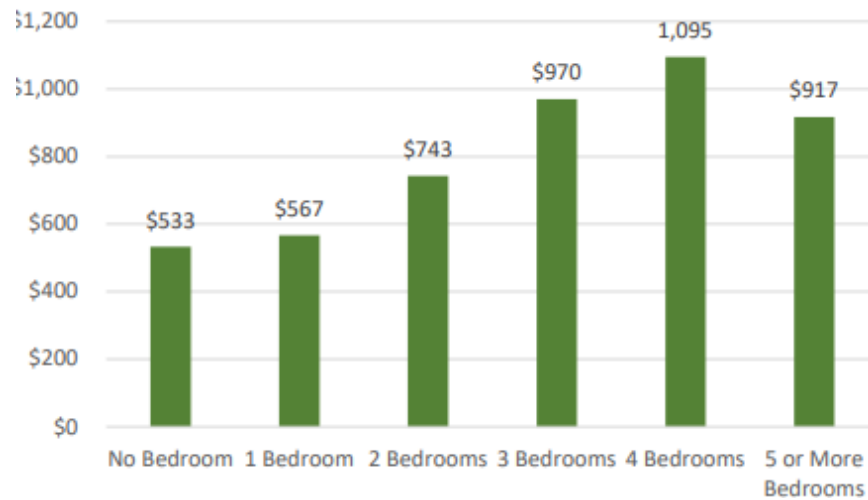


Figure 46, Median Rent by Bedroom, City of Green Bay (MSA, 2020)

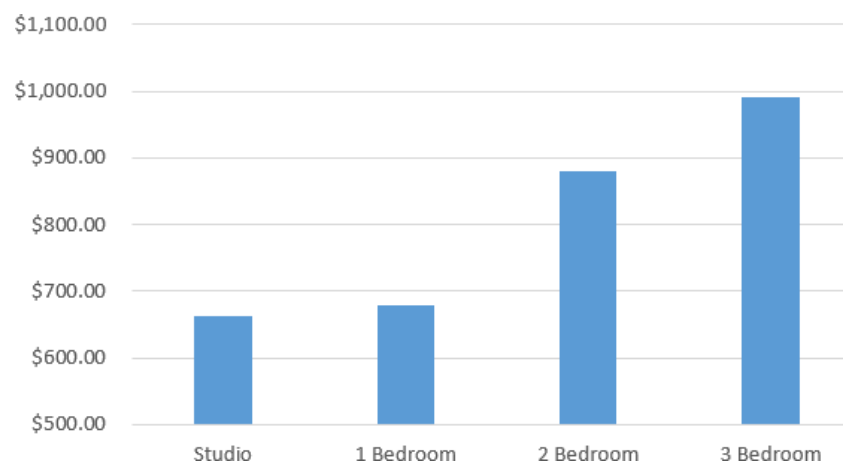


Figure 47: Median Multi-Family Rent by Bedroom, Green Bay Metro (MSA, 2020)

Market Rents (cont.)

Allouez

- Average Asking Rent Per Unit = \$888
- Range = \$870 - \$899
- Current Rent Per Unit (QTD) = \$897
- 5 Year Average Rent Growth = 0.9%

Ashwaubenon

- Average Asking Rent Per Unit = \$796
- Range = \$771 - \$827
- Current Rent Per Unit (QTD) = \$827
- 5 Year Average Rent Growth = 1.5%

Central Green Bay

- Average Asking Rent Per Unit = \$635
- Range = \$599 - \$675
- Current Rent Per Unit (QTD) = \$675
- 5 Year Average Rent Growth = 2.5%

Downtown Green Bay

- Average Asking Rent Per Unit = \$953
- Range = \$887 - \$1,018
- Current Rent Per Unit (QTD) = \$1,018
- 5 Year Average Rent Growth = 3%



Howard Commons, 535 Commons Place, Howard

Eastern Green Bay

- Average Asking Rent Per Unit = \$775
- Range = \$722 - \$830
- Current Rent Per Unit (QTD) = \$830
- 5 Year Average Rent Growth = 2.9%

De Pere

- Average Asking Rent Per Unit = \$839
- Range = \$794 - \$877
- Current Rent Per Unit (QTD) = \$877
- 5 Year Average Rent Growth = 2.2%

Howard

- Average Asking Rent Per Unit = \$916
- Range = \$879 - \$942
- Current Rent Per Unit (QTD) = \$937
- 5 Year Average Rent Growth = 1.4%

Sales Activity

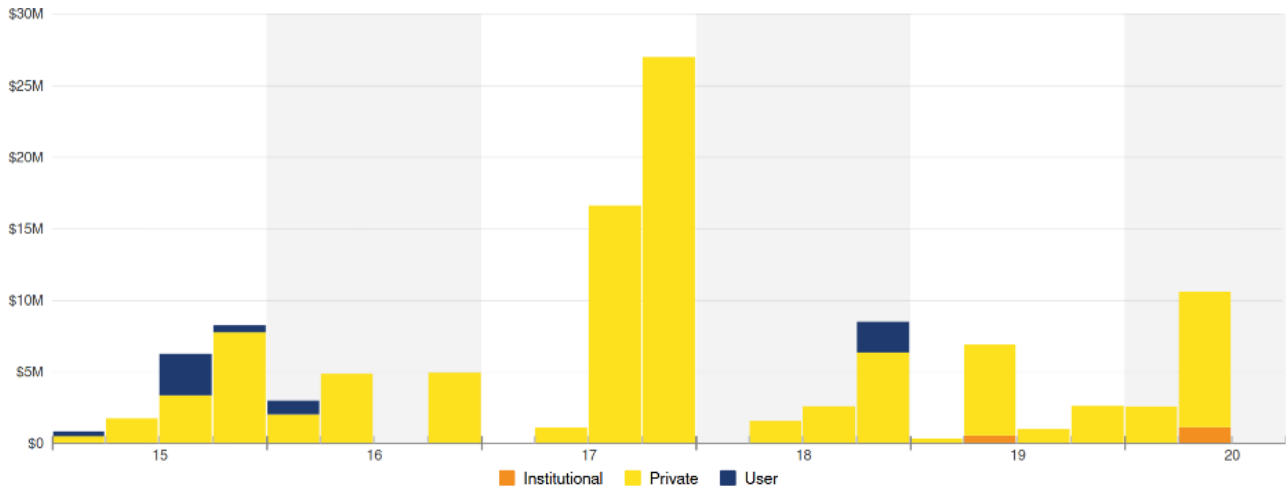


Figure 48: Multi-Family Sales Activity, By Buyer Type

With the exception of 2017, Green Bay's multi-family sales volume stayed in relatively the same range from 2015 to 2020. The average 12 month sales volume for this market was approximately \$26.5 million over the past five years. The current 12 month sales volume is \$44.5 million, significantly above the five-year average

Green Bay experienced considerable sales activity in 2017. Interestingly, as it was the case with the office and industrial sections, the large spikes in sales activity were not the result of one or a few large deals. In Q4 of 2017 there were four separate sales that were over \$5 million each. As far as who purchased these properties, Green Bay's multi-family assets are held almost entirely by private investors (see Figure 48 above).

There were 45 multi-family properties sold in the past year at an average sale price of \$986,000. The strength of Green Bay's multi-family market can be seen in its very favorable sale/asking price differential. Over the past 12 months, the market saw a sale/asking price differential of only -2.1%. This means that if a multi-family property was listed for sale, its actual sale price was only about 2% below asking price.

12 Month Sales Volume, 5 Year Average

1. Central Green Bay = \$6,600,000
2. Eastern Green Bay = \$4,300,000
3. De Pere = \$3,300,000
4. Allouez = \$2,200,000
5. Ashwaubenon = \$2,200,000
6. Downtown Green Bay = \$2,200,000
7. Howard = \$1,700,000

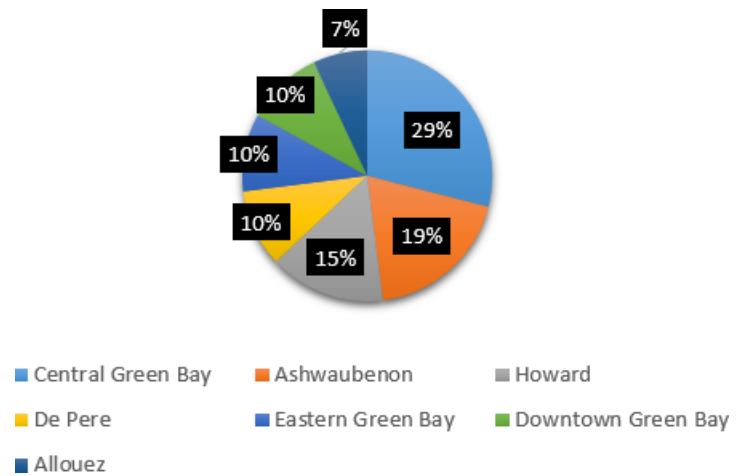


Figure 49: Multi-Family Sales Volume

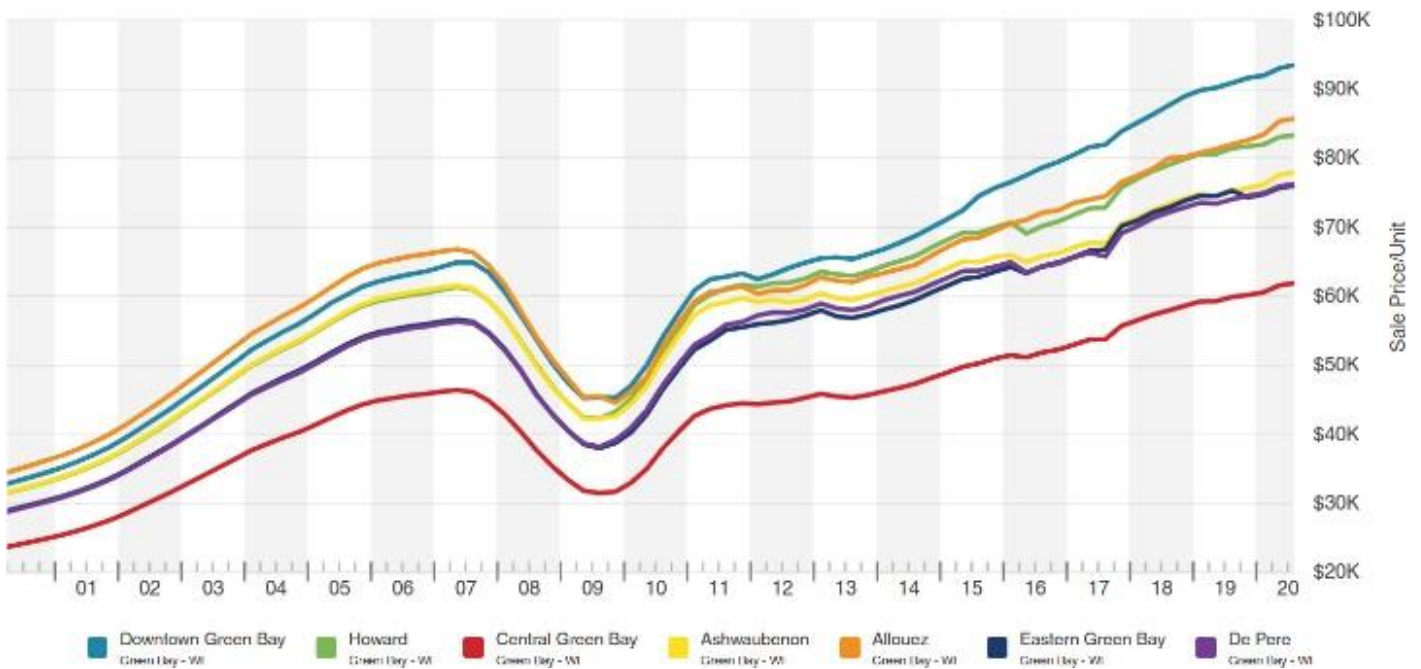


Figure 50: Multi-Family Sales Price Per Unit

Sale Price Per Unit

Like multi-family rent per unit, all seven of the Green Bay multi-family submarkets demonstrated consistent increases in sale price since 2015. In fact, all seven of the Green Bay submarkets are at their highest unit sale price in history. The five year average sales price per unit for Green Bay's multi-family market is \$64,380, and the current sale price per unit is \$67,058 – national average is \$181,996 per unit.

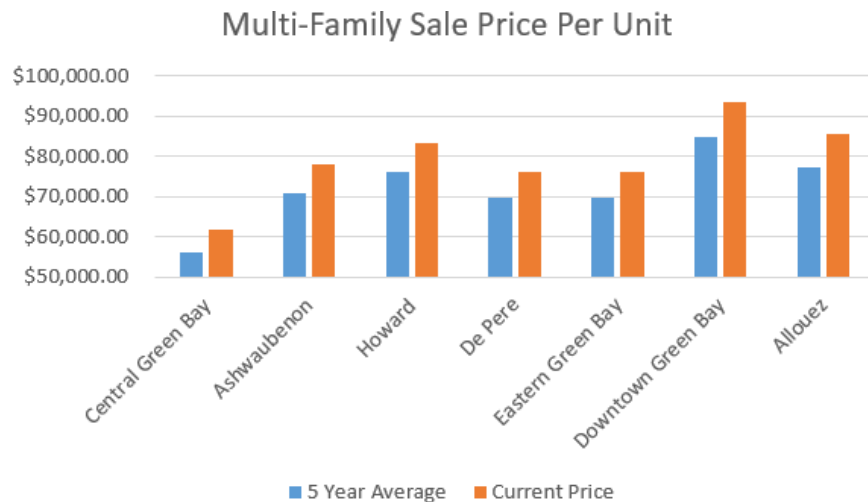


Figure 51: Multi-Family Sales Price Per Unit

Downtown Green Bay is the most expensive sale price per unit, which correlated with its rent; central Green Bay is the lowest in both of these areas. Historically, we can see that Downtown Green Bay has also seen significant gains in sale price per unit in the past five years like it has with rent prices.

Cap Rates

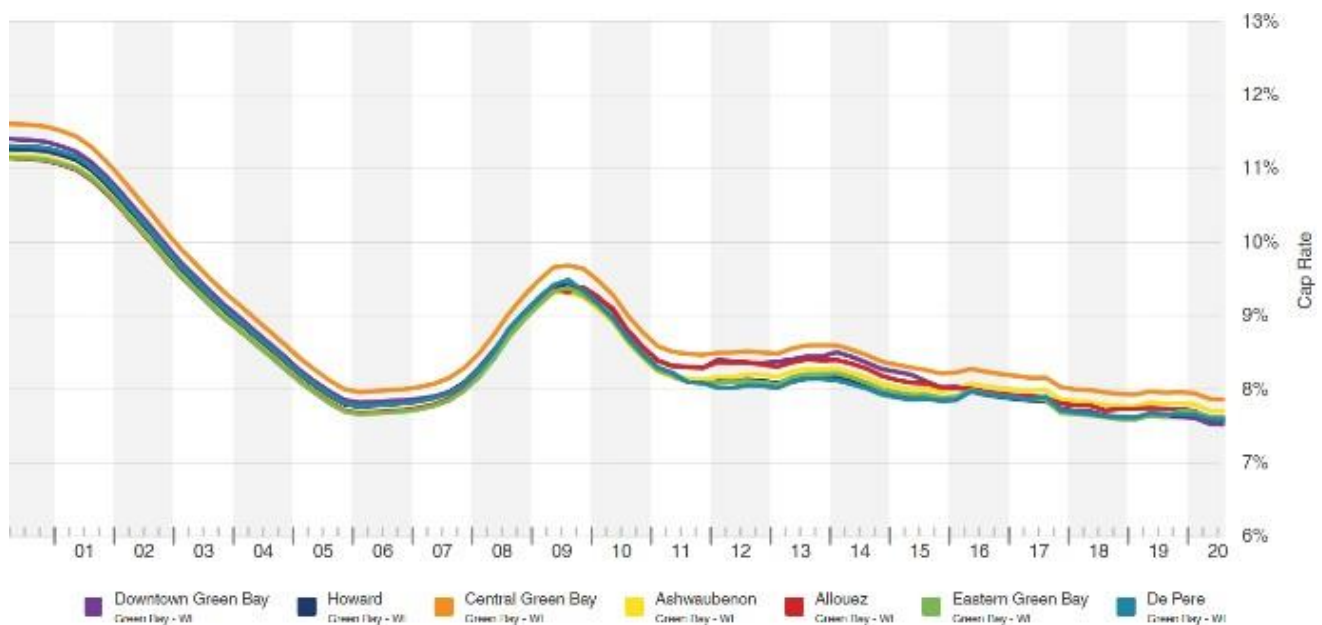


Figure 52: Multi-Family Cap Rates

Multi-family Cap Rates (cont.)

All seven Green Bay submarkets showed consistent decreases in cap rates from 2015 to 2020, which shows the increased performance of this asset class. All current cap rates are below their five-year average. The five-year average cap rate in the market is 7.87%, which is noticeably higher than the multi-family national average of 5.83%. Almost all of the submarkets had identical cap rates from 2015-2020 with the exception of Central Green Bay, which had a cap rate consistently around 0.3% higher than the other submarkets – this likely due to the lower rents and older inventory.

Allouez

- Average Cap Rate = 7.78%
- Cap Rate Range = 7.54% - 8.07%
- Current Cap Rate (QTD) = 7.54%

Ashwaubenon

- Average Cap Rate = 7.87%
- Cap Rate Range = 7.69% - 8.06%
- Current Cap Rate (QTD) = 7.73%

Central Green Bay

- Average Cap Rate = 8.05%
- Cap Rate Range = 7.85% - 8.27%
- Current Cap Rate (QTD) = 7.85%

Downtown Green Bay

- Average Cap Rate = 7.77%
- Cap Rate Range = 7.51% - 8.10%
- Current Cap Rate (QTD) = 7.51%

Eastern Green Bay

- Average Cap Rate = 7.75%
- Cap Rate Range = 7.59% - 7.98%
- Current Cap Rate (QTD) = 7.62%

De Pere

- Average Cap Rate = 7.75%
- Cap Rate Range = 7.59% - 7.97%
- Current Cap Rate (QTD) = 7.59%

Howard

- Average Cap Rate = 7.79%
- Cap Rate Range = 7.63% - 8.02%
- Current Cap Rate (QTD) = 7.64%

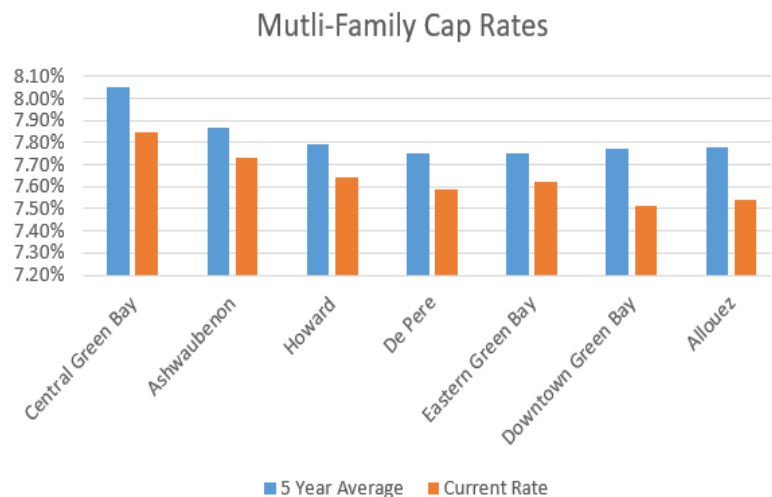


Figure 53: Multi-Family Cap Rates

Inventory & New Construction

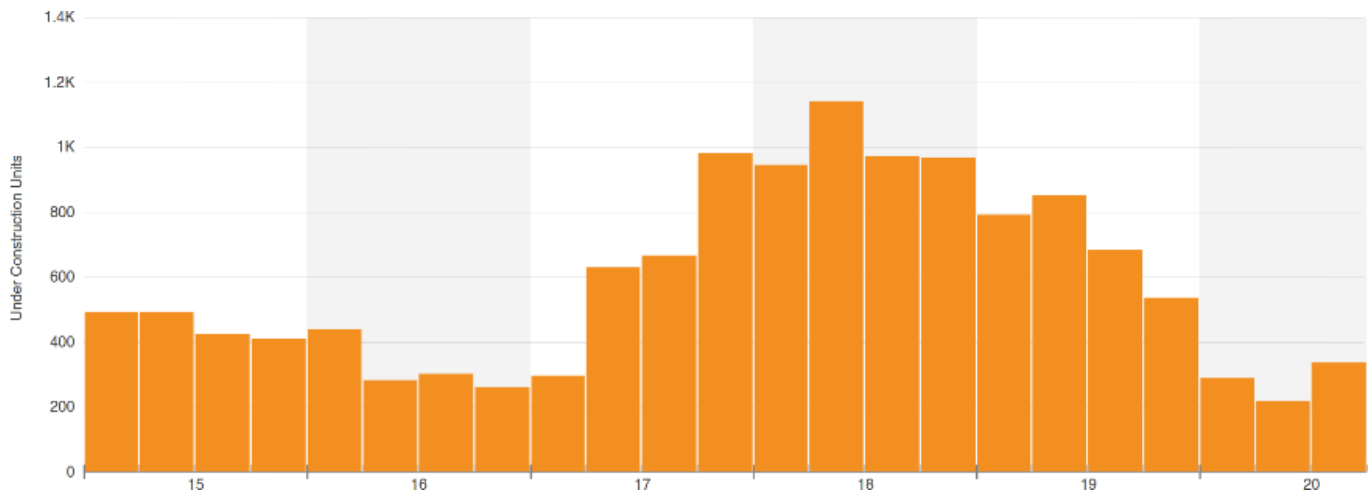
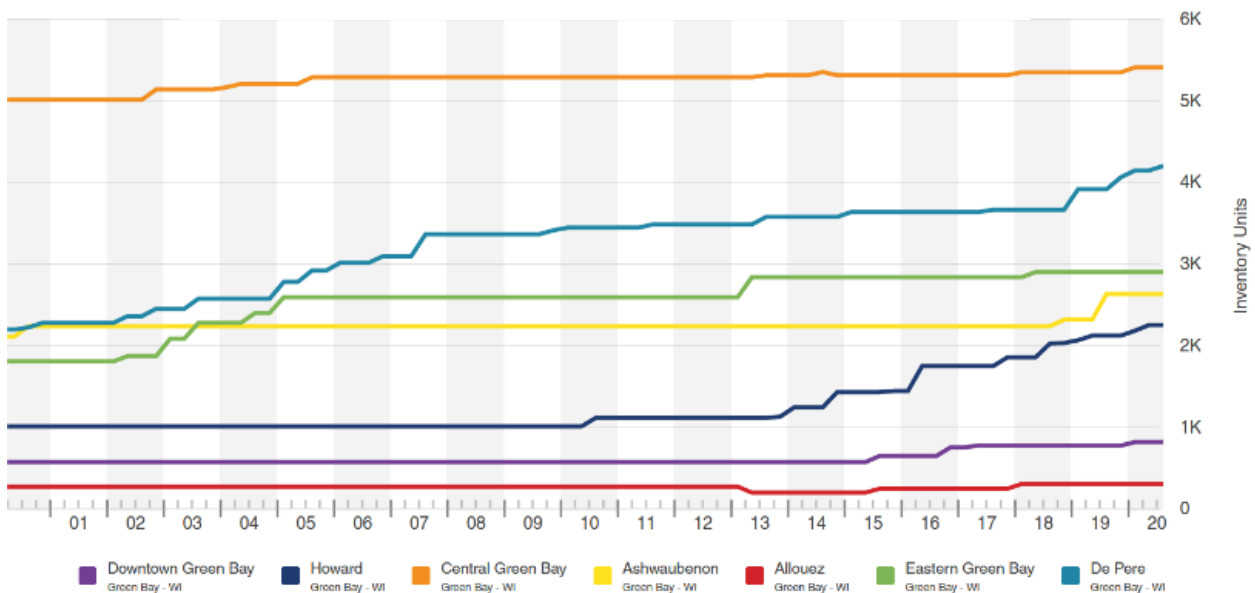


Figure 54: Multi-Family Units Under Construction

All of Green Bay's submarkets have experienced increases in multi-family inventory since 2015. Figure 54 demonstrates the multi-family construction activity in the Green Bay area over the past five years. The market consists of approximately 430 properties with just over 18,000 multi-family units total (an average of 49 units per building). Howard had the largest five-year increase in inventory at 56%. De Pere has also seen an uptick in new multi-family units. The spike between 2018 and 2020 (see in Figure 55 below) is largely attributed to the recent Toonen Properties Sand Lake development.

Figure 55: Multi-Family Unit Inventory



Inventory & New Construction (cont.)

Looking at Figure 56, we can see that Allouez has a very low amount of multi-family rentals compared to the rest of the metro. Since Allouez' residential market consists mostly of single-family homes, there are few multi-family options available. Additionally, Allouez is land-locked, so the possibility of new offerings is lower at this time.

Current Multi-family Inventory Units (QTD)

1. Central Green Bay = 5,402 Units
2. De Pere = 4,196 Units
3. Eastern Green Bay = 2,195 Units
4. Ashwaubenon = 2,895 Units
5. Howard = 2,248 Units
6. Downtown Green Bay = 813 Units
7. Allouez = 299 Units

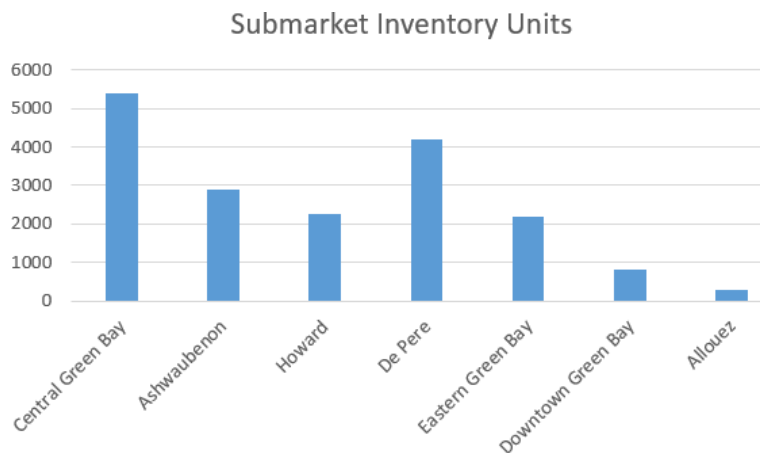


Figure 56: Multi-Family Inventory Units

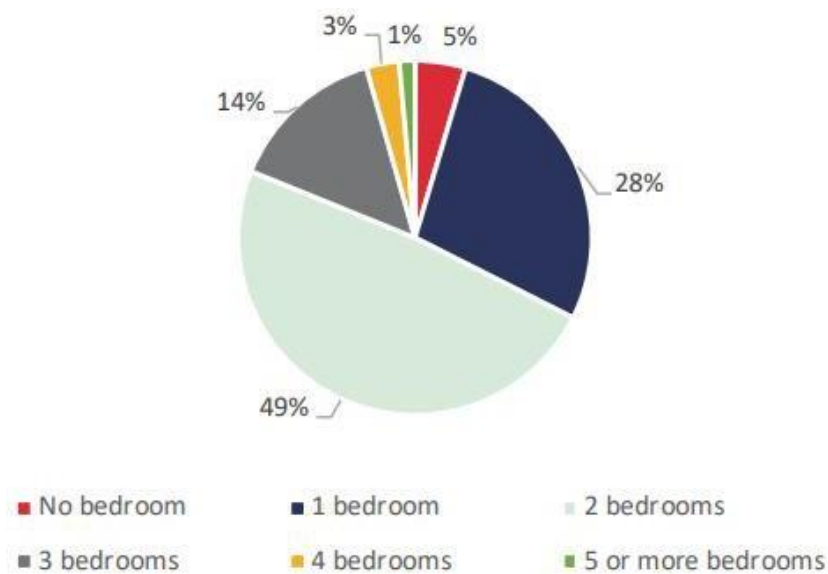


Figure 57: Multi-Family Inventory Units (MSA, 2020)

Low-Income Housing

In the Green Bay housing study conducted by MSA Professional Services, MSA found that there is a significant housing gap at the very bottom of the rental market, with an undersupply of 3,715 units for those at 30% or less of the median income. This indicates an opportunity to better serve low-income households through income-restricted and subsidized units that ensure affordability levels not currently provided by the market. MSA also found that there is a surplus of units (8,870) available at 31-50% of the median income. There is a shortage of 1,285 units for households between 51-80% of the median income, and a fairly significant shortage in units for those at greater than 80% (3,385 units).

	Rental Units Available	Renter Households	Over-/Under-Supply
0-30% AMI	2,720	6,435	(3,715)
31-50% AMI	12,745	3,875	8,870
51%-80% AMI	3,450	4,735	(1,285)
>80% AMI	290	3,675	(3,385)

Figure 58: Rental Unit Mismatch (MSA< 2020)

Vacancy and Availability

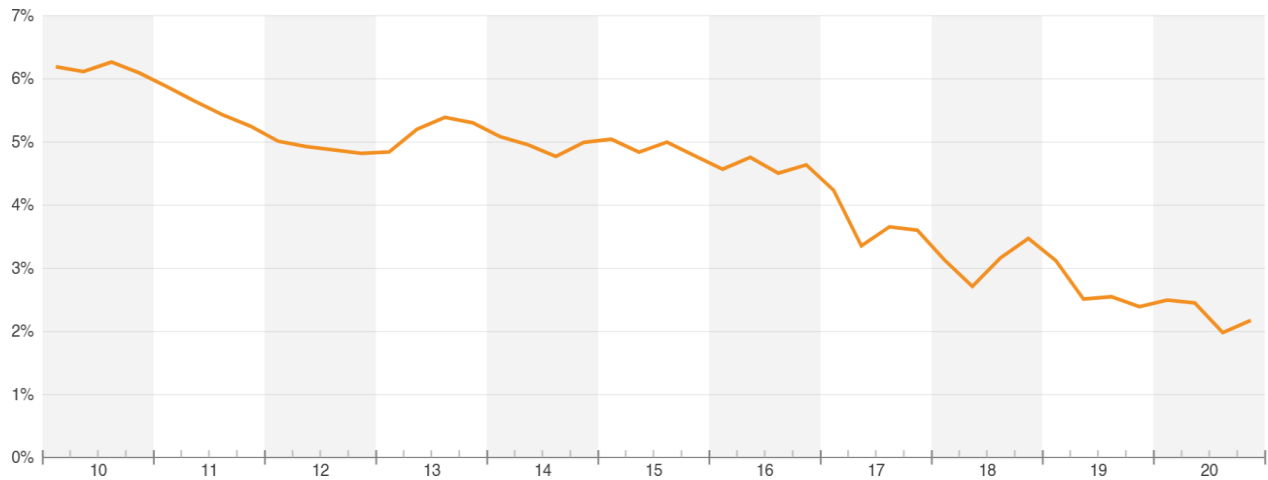


Figure 59: Multi-Family Vacancy Rates, Green Bay Metro

Vacancy Rates

Vacancy rates in the Green Bay multi-family market have seen an overall compression since 2015. The five-year average vacancy rate between all seven Green Bay submarkets is 3.52%, which is significantly lower than the national average of 6.35%. This low vacancy rate shows the high demand/low supply in the local market.

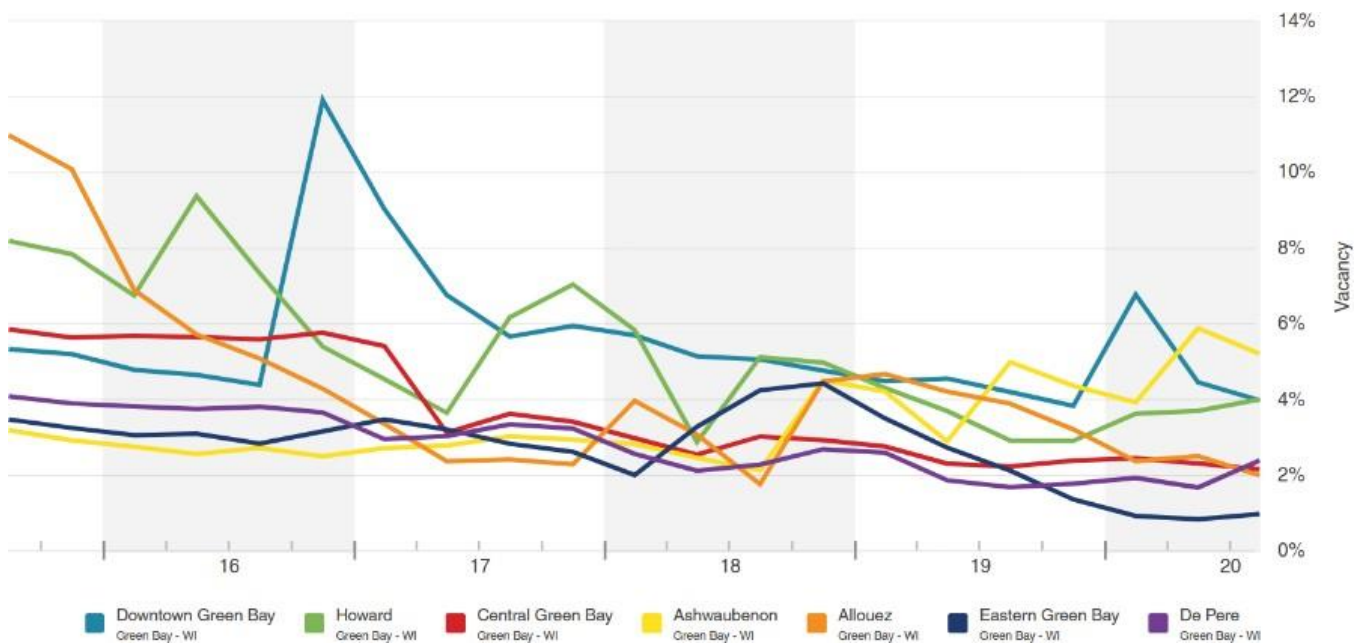


Figure 60: Multi-Family Vacancy Rates

Vacancy Rates (cont.)

Allouez has seen steady decreases in multi-family vacancy rates over the past five years. In Q3 of 2015, Allouez had a peak vacancy rate of 11%. That number had decreased to 5.4% by Q3 of 2016, and to 2.4% in Q3 of 2017. Allouez' vacancy has averaged around 3.13% since 2017.

De Pere had the second lowest and most consistent multi-family vacancy rates (behind Eastern Green Bay). De Pere had a five-year average vacancy rate of 2.80%, a peak of 4.05% in Q3 of 2015, and a low of 1.77% in Q2 of 2020.

Ashwaubenon demonstrated very consistent vacancy rates from 2015-2018 in the range of 2-3%. In 2018 vacancy rates started increasing to an average of 5%. Ashwaubenon's five-year average vacancy is 3.39%.

Howard experienced a drop in vacancy rates from 2015 to 2020. In Q2 of 2016, Howard's vacancy reached a peak of approximately 10% - due to a number of new projects – and it has steadily declined since then as those new units were absorbed. Howard's average vacancy rate from 2015-2020 is 5.23%.

Eastern Green Bay had the lowest and most consistent multi-family vacancy rates. Eastern Green Bay had a five-year average vacancy rate of 2.72%, a peak of 4.41% in Q4 of 2018, and a low of 0.88% in Q2 of 2020.

Downtown Green Bay showed the most volatile vacancy rates with a peak of 11.89% in Q4 of 2016. Downtown Green Bay currently has the lowest vacancy rates in five years at 3.96%, showing the appeal of the central business district in the rental market.

Central Green Bay has experienced consistent decreases in vacancy rates since 2015. The area had a vacancy of 5.83% in 2015, which has steadily decreased to a low of 2.14% currently. The five-year vacancy rate in this part of the metro is 3.69%.



The Shipyard Redevelopment Project, City of Green Bay

Multi-Family Trends

Compared to other parts of the country, COVID-19 has had a moderate effect on Green Bay's multi-family market. Local landlords have reported fairly consistent and on-time rent collections, with a few reporting delays caused by the high unemployment levels that we saw in Spring 2020. One of the concerns in the marketplace is the expiration of federal stimulus aid, as some predict this will cause financial instability for those who whose jobs were hurt by the pandemic.

Many cities across the Midwest have seen a renaissance in recent years as demand for urban living in secondary and tertiary markets continues. In Wisconsin, Milwaukee has been an example of this increased urbanization and gentrification with its many recent redevelopments. Other secondary cities across the Midwest that have seen strong growth and redevelopment are the following:

- Cincinnati, Ohio
- Columbus, Ohio
- Des Moines, Iowa
- Grand Rapids, Michigan,
- Indianapolis, Indiana
- Kansas City, Missouri/Kansas

With the rising costs of home ownership, increased amounts of student debt, and overall lifestyle preferences, Millennials have become the largest driving force of multi-family rental demand across the nation. As young professionals – as well as executives, empty-nesters, etc. – start to look outside of the big cities for housing options, it is vital that secondary and tertiary markets recognize new market trends and expectations. Fortunately for Green Bay, the market has responded – to some extent – in the last decade, delivering new, modern product that is well-located and appealing to a cross section of renters.

More specifically to downtown, Green Bay has experienced numerous projects that are changing the landscape and livability of the CBD. Recent downtown developments, such as the planned Shipyard Project, the Rail Yard District, Whitney Park Townhomes, the Metreau Apartments, Manseau Flats, and 901 Main, are all examples how downtown Green Bay is transforming into a modern and exciting choice to live. From an economic development standpoint, continued multi-family development will be critical in helping to retain and recruit top talent in our region.

Metreau Apartments, Downtown Green Bay



Mixed-Use

With increased urbanization, a recent trend in multi-family design (both across the nation and in Green Bay) is the mixed-use multi-family structure. Though this concept is not new to real estate, its popularity in the Green Bay market has grown in recent years as consumers favor the convenience of walkable amenities and services.

A mixed-use development or community offers a blend of uses within a specific geographic area. It meets the needs of residents, businesses, workers, shoppers, students, and visitors. So you might see a blend of apartments and condos, office space, retail shops, galleries, health centers, schools, and social spaces (e.g., parks, rec centers, gyms, concert venues, etc.).

Basically, a mixed-use community is a one-stop-shop: it allows people who live there to access the services and amenities they need with maximum convenience, and it also provides a destination for recreation, shopping, socializing, dining, and culture.

Before the advent of the vehicle, work and life had to be concentrated around a small geographic area. In the early 20th Century, Henry Ford did much more than revolutionize the fledgling auto industry; he helped transform how our communities were designed and built. Suburbs began to pop up because we could travel further for work and services – and come back home to mow our lawns. Single-use districts were connected by the interstate highway system, and the fabric of our country started to look like a patchwork of disconnected pieces.

Today, there is a shift back towards closer-knit communities. Driving factors include:

- **Dynamic changes in the world of work.** In the U.S., remote workers (those who work completely from home) account for 5.2% of the workforce – and this number is growing. Furthermore, 43% of us work from home occasionally. These workers do not have to make the commute into the city, for example, and they want their community to offer all of the essentials for daily living. On the business side, mixed-use communities can represent a wide, deep talent pool for companies, particularly those in the digital and tech spaces.
- **Shifts in consumer behavior.** There is decreased interest in buying mass-produced, generic goods from impersonal chains among many demographics. In mixed-use development, there tends to be a focus on small, locally owned businesses that community members (particularly Millennials) want to support. At the same time, savvy corporations like Target, Whole Foods, as well as Festival and other local retailers, work collaboratively with developers to fit their retail spaces to suit the space and community – rather than forcing the community to work around a big box store.

Mixed-Use (cont.)

- **Meeting of the generational minds.** Broadly speaking, Millennials and Zoomers are eschewing material accumulations and finding that buying a house is not their definition of the American Dream. They are more likely to pursue shared experiences and want the feel of living in a communal area. Likewise, Baby Boomers are downsizing their homes and moving back to city centers to enjoy more accessibility in terms of services and amenities. Mixed-use developments have mixed-age appeal.
- **Demand for apartments.** In Northeast Wisconsin, we are facing a pressing housing shortage, particularly when it comes to affordable rental units. Developing in areas near transportation, work, and other services creates a mixed-use environment that is conducive to a higher quality lifestyle for community members. There are also incentives for developers who reserve a portion of their units for low income renters.
- **Convenience and Walkability.** Fewer and fewer of us want to get in our cars and drive back and forth to multiple retailers. Mixed-use developments offer convenience and walkability. Everything is within reach, and your driving-around-making-multiple-stops miles get drastically reduced. You can still drive into the city or the next community over if you choose, but you do not have to.
- **The trend towards “cities within cities”.** Around the country, we are seeing well-planned cities within cities (also known as districts) taking shape. We are also seeing “city centers” pop up in more dense suburbs, creating a centralized community appeal.
- **The need for more strategic real estate investments.** Research conducted by Lionstone revealed that mixed-use developments weather rough economic periods significantly better than single-use properties. Office space and residential properties, specifically, saw much higher occupancy rates, rents, and rent growth than comparable, single-use districts and properties. While real estate investing has long been a game of specialties, mixed-use trends are pushing the industry to approach opportunities in a different way.
- **Nostalgia.** Perhaps there is even an element of nostalgia that is driving the trend towards mixed-use communities. Even if many of us have not lived in a community with everything we need (and a lot we want) within walking distance, it evokes a sense of being in a “real” neighborhood.

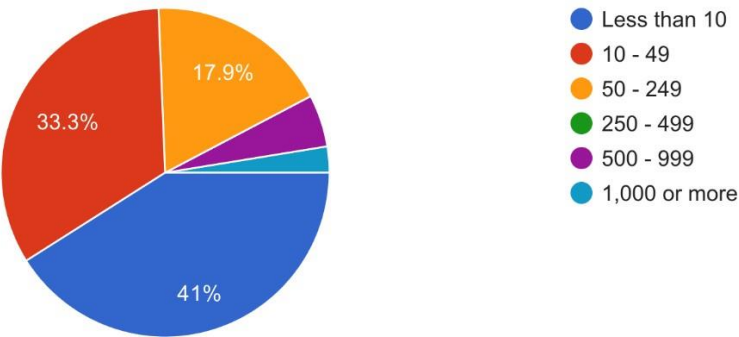
APPENDIX A: BUSINESS SURVEY

In collaboration with the City of Green Bay and St. Norbert College’s Strategic Research Institute, NAI Pfefferle surveyed local Green Bay businesses (of all sizes) to understand the future needs of businesses in relation to real estate and facilities. Furthermore, the survey asked businesses how the COVID-19 pandemic has affected them, and if/how it will change the way they do business in the future. This survey was conducted in September of 2020; 39 responses were recorded. The survey questions and a summary of the responses are included below.

In order to best understand the needs, challenges and opportunities of the business community, we strongly recommend the City and/or other local partners to survey local companies at least quarterly until there is more stability in the marketplace.

1. How many full-time employees (or full-time equivalents) does your organization have?

39 responses



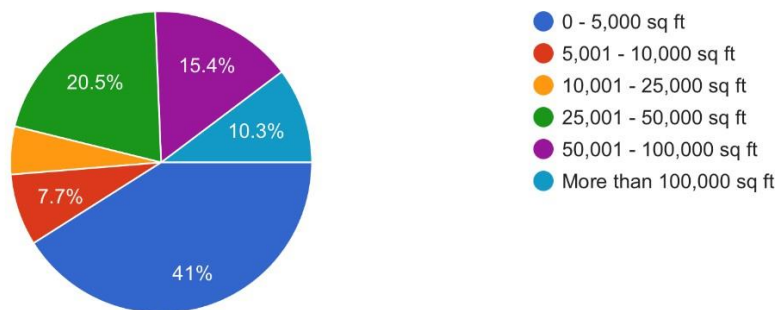
2. What type of real estate does your organization currently utilize in the Green Bay Area? (If more than one, check "other" and write all that apply)

39 responses



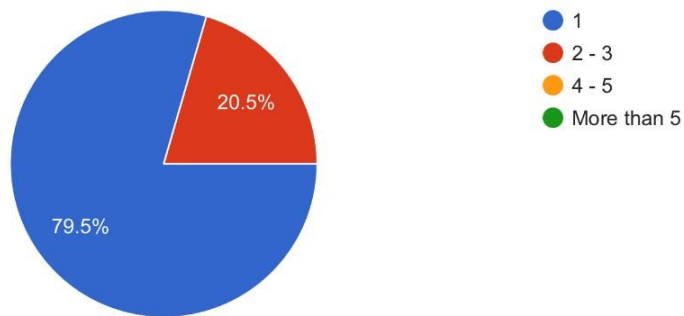
3. How much space does your organization currently utilize in the Green Bay Area?

39 responses



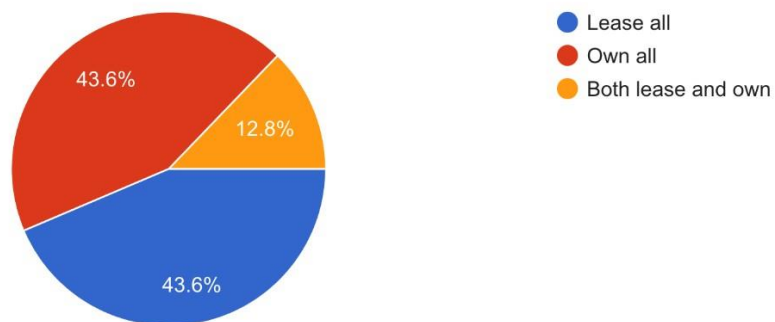
4. How many properties/locations does your Green Bay Area operation comprise?

39 responses



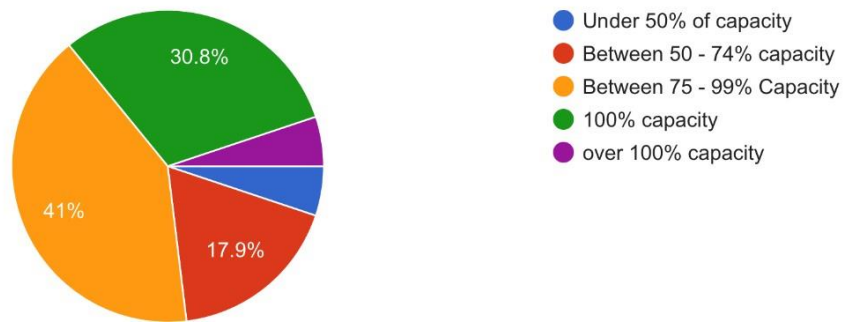
5. Does your organization lease or own the real estate that you utilize in the Green Bay Area?

39 responses



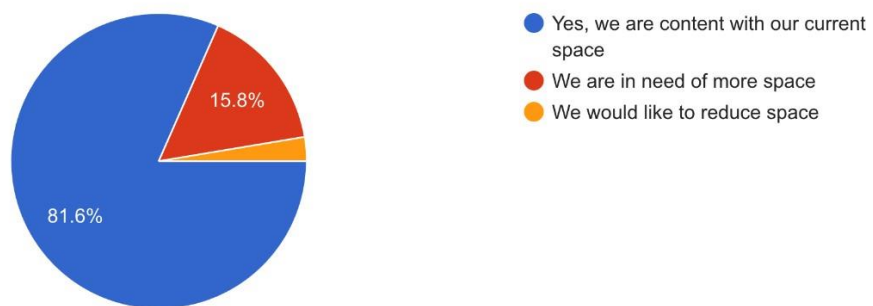
6. At approximately what capacity was your organization utilizing its space PRIOR to COVID 19?

39 responses



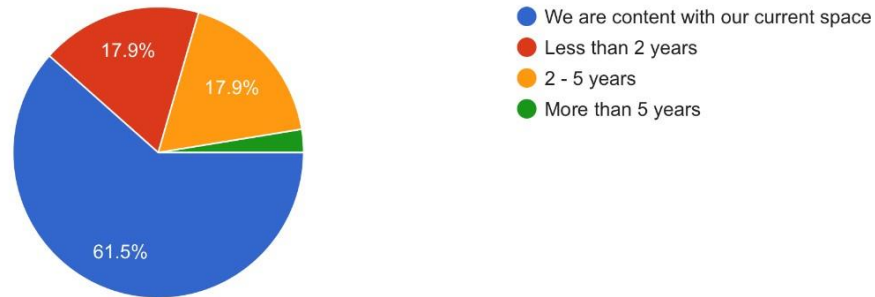
7. Is your organization content with its current space? If not, does your organization need more or less space?

38 responses



8. In what timeframe would your organization like to expand or reduce?

39 responses



9. If you were to expand your business operation in the Green Bay Area, in what communities would you consider expanding? (List all that apply)

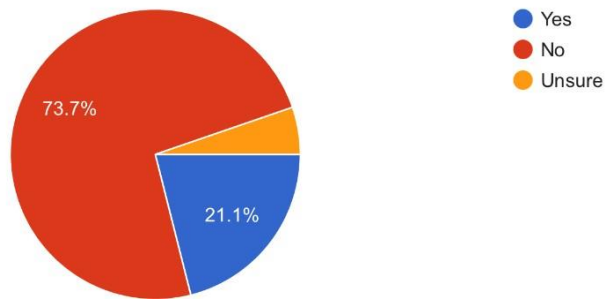
- De Pere
- Green Bay
- Not looking to expand locally
- We would like to look at a second location in the downtown area
- None
- Green Bay or De Pere
- Ashwaubenon or West GB
- green bay
- Lawrence
- expand our current building in De Pere
- EAST GREEN BAY;HOWARD;BELEVUE
- Downtown/Broadway district
- Any that would have space
- Green Bay, Hobart, Howard, Suamico, De Pere, Ashwaubenon, Bellevue, etc...
- Ashwaubenon
- DePere, Howard Suamico, Hobart
- All
- All - but prefer GB.
- Howard
- Green Bay, De Pere, Lawrence
- Green Bay, Bellevue, De Pere, Hobart
- none

10. If you were to expand your business operation in the Green Bay Area, what would be your greatest restraint in regards to real estate? (List all that apply)

- *Not looking to expand locally*
- *City regulations*
- *Availability at affordable price*
- *Safe area, Amenities, easy parking*
- *parking*
- *Close to I-41*
- *Our greatest restraint is office employee cost compared to the rest of the world.*
- *Cost*
- *Business sustainability*
- *NEED RAIL SERVICE*
- *Ability to expand in the future and not land locked.*
- *Cost, real estate availability*
- *Don't know*
- *cost, availability of a loading dock*
- *Governor of Green Bay does not understand business and I don't agree with his methods or methodology*
- *Adding space to our current location*
- *Cost of acquisition. Lack of good, available space over 50k. If building, cost of land and/or demolition. All the paperwork with the city.*
- *Availability*
- *access to the port*
- *Price, Layout of building*
- *TAXES!!!!!!!!!!!!!! And my business is abused twice. Once when Mayor Genrich raised taxes and water fees (to the maximum allowed) and a second screw-job for having a small property in the Military Ave. Business District. (When the business district was established taxes on the small property owners were raised at a disproportionately high rate as a fine for NOT having large properties with influential owners.*
- *Adequate space (inside and out) and parking*

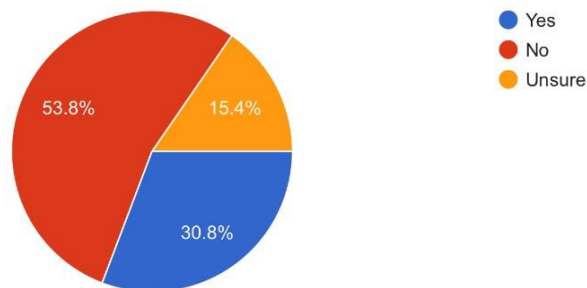
12. Has COVID-19 discouraged your organization from expanding in the Green Bay Area?

38 responses



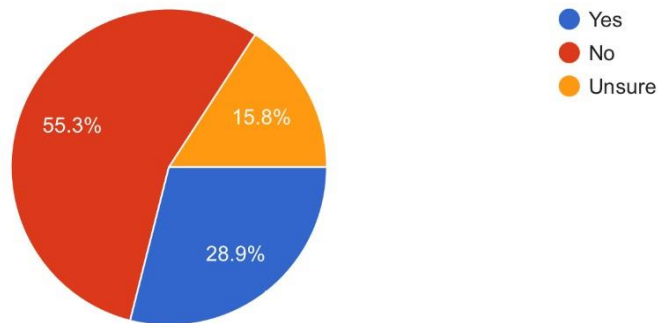
13. Will COVID-19 change your organization's outlook on FUTURE real estate needs (more than 24 months from now)?

39 responses



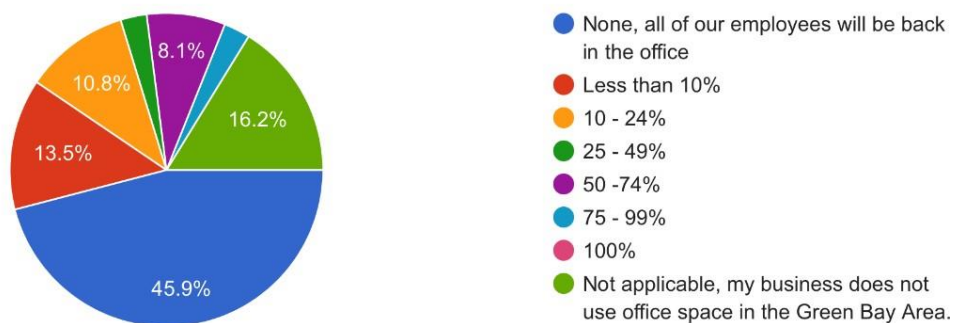
14. After COVID- 19, will your organization continue to favor more remote work?

38 responses



15. If your organization is planning to reduce in-office workforce due to COVID-19, what percentage of your workforce will work from home/remotely in the future?

37 responses



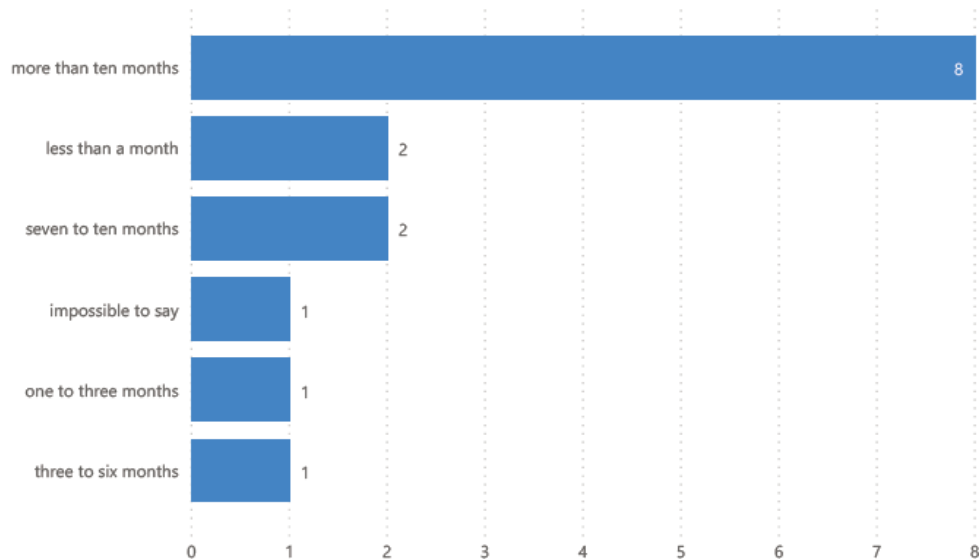
16. Do you have any additional comments?

- *More TIF locations and don't make it difficult to build with over regulation on every thing. Need to be more business friendly, too many people watching and regulating everything.*
- *No*
- *The city needs to continue to resolve flooding issues on the streets of Green Bay.*
- *LOWER OUR TAXES!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!*

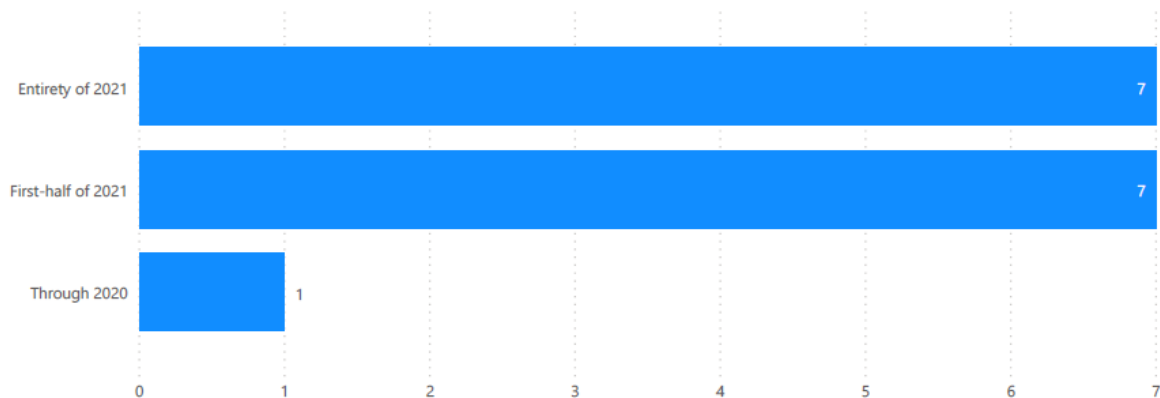
UW-Oshkosh Business Survey

In addition to the survey with the City of Green Bay, NAI Pfefferle worked with Jeffery Sachse (Interim Director of Customized Research and Services at The University of Wisconsin Oshkosh) who also conducted a business survey on the impact of COVID-19 on Northeast Wisconsin businesses. Below is a glimpse at the feedback provided:

Under current circumstances, how long do you feel you can remain a viable business?



How long do you believe that businesses will continue to experience the impacts of COVID-19?



APPENDIX B: CURRENT LISTINGS

Office Listings – For Sale

Address	City	Size (SF)	Sale Price	Price/SF	Days On Market	Built/Renovated	Submarket
3100 Ams Blvd	Howard	382,339			347		1993 Howard
700 Pilgrim Way	Ashwaubenon	218,323	\$9,500,000	\$43.51	312		1987 Green Bay
435 E Walnut St	Green Bay	86,400	\$4,733,000	\$54.78	190		1930/2017 Green Bay
110-301 N Adams St	Green Bay	70,000	\$7,000,000	\$100.00	262		1981/2005 Green Bay
320 N Broadway	Green Bay	63,925	\$8,450,000	\$132.19	371		1917/2015 Green Bay
2985 S Ridge Rd	Green Bay	51,772	\$2,400,000	\$46.36	50		1979/2002 Ashwaubenon
2593 Development Dr	Green Bay	50,200	\$4,975,000	\$99.10	144		2006 Bellevue/De Pere
301 N Broadway	De Pere	46,582	\$3,595,000	\$77.18	1025		1988 Bellevue/De Pere
920-930 Oak St	De Pere	38,010	\$1,650,000	\$43.41	1352		1974 Ashwaubenon
1150 Springhurst Dr	Green Bay	35,039	\$1,600,000	\$45.66	304		1989 Ashwaubenon
139 S Washington St	Green Bay	35,000	\$2,800,000	\$80.00	2521		1926 Green Bay
421 Lawrence Dr	De Pere	32,500	\$3,950,000	\$121.54	85		1978 Ashwaubenon
2620 Development Dr	Green Bay	31,700	\$4,200,000	\$132.49	322		1980 Bellevue/De Pere
2733 S Ridge Rd	Green Bay	30,420	\$2,595,000	\$85.31	1149		1977 Ashwaubenon
1088 Springhurst Dr	Green Bay	30,000	\$3,600,000	\$120.00	25		1985 Ashwaubenon
163 N Pearl St	Green Bay	26,676	\$2,300,000	\$86.22	323		1910 Green Bay
1600 Shawano Ave	Green Bay	22,900	\$1,300,000	\$56.77	2409		1972 Green Bay
2149 Velp Ave	Green Bay	21,322	\$1,173,000	\$55.01	39		1999 Howard
1345 W Mason St	Green Bay	20,000	\$850,000	\$42.50	709		1976 Green Bay
2215 S Oneida St	Ashwaubenon	19,354	\$1,900,000	\$98.17	269		1995 Green Bay
850 Kepler Dr	Green Bay	17,690	\$750,000	\$42.40	162		2006 Green Bay
110-301 N Adams St	Green Bay	17,201	\$1,649,000	\$95.87	262		1981/2005 Green Bay
715 Superior Rd	Green Bay	15,792	\$1,100,000	\$69.66	974		2004 Green Bay
2360 Duck Creek Pky	Green Bay	14,230	\$2,995,000	\$210.47	253		2005 Howard
1751 Deckner Ave	Green Bay	13,218	\$2,547,126	\$192.70	702		1969 Green Bay
2784 Deerfield Ave E	Suamico	13,000	\$1,950,000	\$150.00	1		2010 Howard
3376 Packerland Dr	De Pere	12,600	\$2,100,000	\$166.67	918		2007 Green Bay
612 Stuart St	Green Bay	12,089	\$760,000	\$62.87	752		1910 Green Bay
320 N Wisconsin St	De Pere	12,000	\$400,000	\$33.33	17		1986 Bellevue/De Pere
445 S Madison St	Green Bay	11,700	\$1,095,000	\$93.59	714		1986 Green Bay
1375 W Main Ave	De Pere	11,300	\$1,550,000	\$137.17	899		1999 Ashwaubenon
225 S Monroe Ave	Green Bay	11,160	\$625,000	\$56.00	814		1978 Green Bay
510-516 Red Bird Cir	De Pere	11,105	\$1,200,000	\$108.06	752		2008 Bellevue/De Pere
1901 S Webster	Green Bay	11,062	\$249,900	\$22.59	38		1962 Green Bay
400 Ams Ct	Howard	10,500	\$795,000	\$75.71	907		1994 Howard
1700 Industrial Dr	Green Bay	10,500	\$595,000	\$56.67	121		1999 Green Bay
1302 S Broadway	De Pere	10,000	\$995,000	\$99.50	261		1997 Bellevue/De Pere
1300 W Main Ave	De Pere	10,000	\$1,400,000	\$140.00	106		2008 Ashwaubenon
2064 Allouez Ave	Green Bay	9,510	\$950,000	\$99.90	129		1997 Green Bay
812 Cormier Rd	Ashwaubenon	8,366	\$575,900	\$68.84	128		1987 Green Bay
101 N Webster St	Green Bay	7,430	\$550,000	\$74.02	781		1975 Green Bay
1888 Commercial Way	Green Bay	7,360	\$490,000	\$66.58	1540		Green Bay
681 Baeten Rd	Ashwaubenon	7,189	\$520,000	\$72.33	731		1990 Ashwaubenon
3431 Commodity Ln	Green Bay	6,889	\$684,900	\$99.42	261		2000 Ashwaubenon
1515 6th St	Green Bay	6,693	\$299,900	\$44.81	315		1976 Green Bay
2680 Vernon Dr	Green Bay	6,530	\$500,000	\$76.57	456		1996 Ashwaubenon
1445 North Rd	Green Bay	5,504	\$549,900	\$99.91	688		1993 Green Bay
1235-1241 S Webster Ave	Allouez	5,058	\$339,900	\$67.20	553		1989 Green Bay
2331 Oneida St	Green Bay	4,946	\$459,000	\$92.80	471		1970 Green Bay
203 S Monroe Ave	Green Bay	3,334	\$139,900	\$41.96	2921		1910/1997 Green Bay
1780 W Mason St	Green Bay	3,331	\$550,000	\$165.12	30		1992 Green Bay
3206 Holmgren Way	Green Bay	3,240	\$280,000	\$86.42	43		1990 Ashwaubenon
2668 Noel Dr	Green Bay	2,530	\$315,000	\$124.51	497		1993 Bellevue/De Pere
501-609 S Military Ave	Green Bay	2,500	\$179,900	\$71.96	25		Green Bay
702 Mather St	Green Bay	2,422	\$199,900	\$82.54	210		1910 Green Bay
1000 N Broadway	De Pere	2,112	\$299,900	\$142.00	206		1912 Bellevue/De Pere
1071 Cormier Rd	Green Bay	1,928	\$234,900	\$121.84	9		1965 Green Bay
215 N Washington St	Green Bay	1,764	\$249,000	\$141.16	480		1977 Green Bay
2830 Curry Ct	Green Bay	1,700	\$99,900	\$58.77	1424		2005 Green Bay
1775 Shawano Ave	Green Bay	1,288	\$224,900	\$174.61	576		1955 Green Bay
1312 E Mason St	Green Bay	1,035	\$98,500	\$95.17	249		1938 Green Bay

Office Listings – For Lease

Property Address	City	RBA	Available Space (SF)	Rent/SF/Yr	Built/Renovated	Submarket
700 Pilgrim Way	Ashwaubenon	218,323	218,322	\$17.09 (Est.)		1987 Green Bay
1175 Lombardi Ave	Ashwaubenon	146,924	146,924	\$24.00 - 28.00		2021 Green Bay
3100 Ams Blvd	Howard	382,339	123,912	\$12.00		1993 Howard
110-301 N Adams St	Green Bay	140,000	70,760	\$9.50 - 15.00		1981/2005 Green Bay
425 Pine St	Green Bay	77,944	56,687	\$17.35 - 21.20 (Est.)		1974 Green Bay
2183 S Oneida St	Green Bay	48,000	48,000	\$21.00		2021 Green Bay
421 Lawrence Dr	De Pere	32,500	32,500	\$13.00		1978 Ashwaubenon
2620 Development Dr	Green Bay	31,700	31,700	\$13.50		1980 Bellevue/De Pere
1088 Springhurst Dr	Green Bay	30,000	30,000	\$12.00		1985 Ashwaubenon
116-118 S Adams St	Green Bay	30,000	17,603	\$9.00		1926/1998 Green Bay
2465 Marina Cir	Ashwaubenon	45,000	17,519	\$22.00		2021 Green Bay
1150 Springhurst Dr	Green Bay	35,039	13,951	\$8.00 - 16.00		1989 Ashwaubenon
1525-1551 Park Pl	Ashwaubenon	46,450	13,024	\$10.00 - 19.50		1986/2004 Green Bay
1400 Lombardi Ave	Green Bay	74,131	12,821	\$12.00 - 16.00		1983 Green Bay
417 Monroe Ave	Green Bay	24,000	12,000	\$9.95		1972 Green Bay
320 N Wisconsin St	De Pere	12,000	12,000	\$8.00		1986 Bellevue/De Pere
445 S Madison St	Green Bay	11,700	11,700	\$14.50		1986 Green Bay
1375 W Main Ave	De Pere	11,300	11,300	\$14.00		1999 Ashwaubenon
2149 Velp Ave	Green Bay	21,322	11,189	\$9.00 - 14.50		1999 Howard
916 Willard Dr	Ashwaubenon	14,895	10,421	\$6.35 - 7.35		1978/2013 Green Bay
3200 Riverside Dr	Green Bay	66,000	10,000	\$10.00		1977 Bellevue/De Pere
1300 W Main Ave	De Pere	10,000	10,000	\$14.00		2008 Ashwaubenon
1230 Centennial Centre Blvd	Oneida	9,935	9,935	\$15.69 - 19.17 (Est.)		2003 Howard
139 S Washington St	Green Bay	35,000	9,387	\$12.95		1926 Green Bay
2360 Duck Creek Pky	Green Bay	14,230	9,372	\$15.10		2005 Howard
1192 Hansen Rd	Green Bay	12,000	9,291	\$12.00		2005 Ashwaubenon
400 Ams Ct	Howard	10,500	9,260	\$12.00		1994 Howard
300 S 6th St	De Pere	8,800	8,800	\$8.00		2008 Ashwaubenon
2593 Development Dr	Bellevue	28,000	8,156	\$9.50		2006 Bellevue/De Pere
2215 S Oneida St	Ashwaubenon	19,354	7,800	\$13.95		1995 Green Bay
1716 Lawrence Dr	De Pere	61,800	7,759	\$19.00		2006 Ashwaubenon
2700 Vernon Dr	Green Bay	17,630	7,700	\$12.00		1993 Ashwaubenon
2830 Ramada Way	Green Bay	18,000	7,461	\$9.00 - 14.00		1988 Ashwaubenon
1511 W Main Ave	De Pere	18,000	7,004	\$14.00		2002 Ashwaubenon
317 W Walnut St	Green Bay	7,000	7,000	\$11.60 - 14.18 (Est.)		1950/1980 Green Bay
2079 Lawrence Dr	De Pere	10,000	6,887	\$10.74 - 13.12 (Est.)		1993 Ashwaubenon
2960 Allied St	Green Bay	14,856	6,000	\$10.00		1981 Ashwaubenon
2020 Riverside Dr	Allouez	18,924	5,971	Not Disclosed		1970 Green Bay
444 Reid St	De Pere	23,500	5,786	\$16.50		2000 Ashwaubenon
223-229 N Washington St	Green Bay	13,500	5,600	\$6.00 - 8.73		1893 Green Bay
2100 Riverside Dr	Allouez	42,354	5,200	\$17.25		1994 Green Bay
108-110 Packerland Dr	Green Bay	22,000	5,185	\$13.95		2000 Howard
480 Pilgrim Way	Green Bay	60,000	5,161	\$17.50		2004 Green Bay
340 N Broadway	Green Bay	50,714	5,059	\$19.75		1917/2018 Green Bay
1620 S Ashland Ave	Green Bay	7,884	4,524	\$8.95		2000 Green Bay
500 Ams Ct	Howard	8,400	4,485	\$12.00		1996 Howard
1610 Lawrence Dr	De Pere	4,165	4,165	\$15.50		2005 Ashwaubenon
2733 S Ridge Rd	Green Bay	30,420	4,025	\$12.00		1977 Ashwaubenon
130 E Walnut St	Green Bay	51,240	3,824	\$12.86 - 15.72 (Est.)		1915 Green Bay
1270 Main St	Green Bay	40,000	3,800	\$6.00 - 8.50		1930 Green Bay
2170 Velp Ave	Howard	9,000	3,705	\$7.95		Howard
105-107 S Madison St	Green Bay	12,255	3,632	\$8.00 - 10.39		1950 Green Bay
424 S Monroe Ave	Green Bay	46,726	3,340	\$9.00 - 10.00		1950 Green Bay
435 N Broadway St	De Pere	7,000	3,200	\$12.50 - 15.00		1928/2007 Bellevue/De Pere
840 Challenger Dr	Green Bay	11,284	3,051	\$12.65 - 15.00		2003 Green Bay
510-516 Red Bird Cir	De Pere	11,105	3,000	\$13.90 - 16.99 (Est.)		2008 Bellevue/De Pere
320 N Broadway	Green Bay	63,925	2,932	\$20.00		1917/2015 Green Bay
3008 Walker Dr	Green Bay	5,564	2,781	\$13.00		2006 Green Bay
425 S Military Ave	Green Bay	13,098	2,735	\$6.89 - 10.28		Green Bay
1600 Shawano Ave	Green Bay	22,900	2,725	\$10.00 - 10.50		1972 Green Bay
342 S Webster Ave	Green Bay	10,000	2,700	\$8.00		1955 Green Bay
South Ridge Rd	Green Bay	40,000	2,500	Not Disclosed		Green Bay
2304 Bel Aire Ct	Green Bay	3,800	2,500	\$9.60		1968 Green Bay
2140 Holmgren Way	Green Bay	9,355	2,492	\$13.75		1974 Green Bay
520 N Broadway St	Green Bay	60,000	2,300	\$14.00		1917/2019 Green Bay
2360A Duck Creek Pky	Green Bay	2,094	2,094	\$12.51 - 15.29 (Est.)		2005 Howard
812 S Fisk St	Green Bay	10,750	2,000	\$12.00		1970 Green Bay
2595 Development Dr	Green Bay	22,200	1,991	\$9.50		2006 Bellevue/De Pere
1833 University Ave	Green Bay	9,137	1,922	\$21.00		1998/2005 Green Bay
107 N Broadway St	De Pere	3,200	1,800	\$20.40		1903/2002 Bellevue/De Pere
1780 W Mason St	Green Bay	3,331	1,775	\$17.00		1992 Green Bay
2300 Riverside Dr	Green Bay	15,000	1,730	\$15.02 - 18.36 (Est.)		1990 Green Bay
1546 Western Ave	Green Bay	3,588	1,649	\$3.63		1976 Green Bay
702 Mather St	Green Bay	2,422	1,605	\$12.35 - 15.10 (Est.)		1910 Green Bay
780-790 Marville Ln	Green Bay	6,000	1,500	\$8.00		1989 Green Bay
2071 Lawrence Dr	De Pere	10,000	1,485	\$11.86 - 14.49 (Est.)		1993 Ashwaubenon
1540 Main Ave	De Pere	10,000	1,365	\$12.49 - 15.27 (Est.)		2000 Ashwaubenon
1200 Centennial Centre Blvd	Hobart	6,800	1,363	\$17.17		2005 Howard
1039 W Mason St	Green Bay	20,000	1,355	\$23.27 - 28.44 (Est.)		Green Bay
425 Packerland Dr	Green Bay	6,400	1,344	\$12.50 - 13.99		1900 Howard
1640 Main St	Green Bay	9,755	1,300	\$12.00		Green Bay
225 S Monroe Ave	Green Bay	11,160	1,260	\$16.43		1978 Green Bay
715 Superior Rd	Green Bay	15,792	1,150	\$10.43		2004 Green Bay
3206 Holmgren Way	Green Bay	3,240	1,100	\$9.81		1990 Ashwaubenon
2050 Riverside Dr	Green Bay	13,446	898	\$41.54 - 72.22		1980 Green Bay
301 N Broadway	De Pere	46,582	875	\$12.00		1988 Bellevue/De Pere
320 Main Ave	De Pere	10,500	200	\$11.67 - 14.26 (Est.)		1999 Ashwaubenon
2920 S Webster Ave	Green Bay	10,000	185	\$18.00		1992 Bellevue/De Pere
3311 Packerland Dr	De Pere	8,180	184	\$13.01 - 15.90 (Est.)		2000 Ashwaubenon

Industrial Listings – For Sale

Address	City	Size (SF)	Sale Price	Price/SF	Days On Market	Built/Renovated	Submarket	Vacancy %
1998 Venture Ave	De Pere	440,000	\$19,950,000	\$45.34	420		Ashwaubenon Ind	
1998 Venture Ave	De Pere	240,000	\$10,900,000	\$45.42	420	2000	Ashwaubenon Ind	
1997 Venture Ave	De Pere	200,000	\$9,200,000	\$46.00	420		1996 Ashwaubenon Ind	
1100 W Mason St	Green Bay	130,000	\$3,950,000	\$30.39	373	1952/1966	Green Bay Ind	100
305 S Wall St	Denmark	97,894	\$1,750,000	\$17.88	357		1950 Bellevue/De Pere Ind	99.7
801 Cedar St	Green Bay	90,000	\$1,500,000	\$16.67	66		1980 Green Bay Ind	
1735 Sal St	Bellevue	68,291	\$3,275,900	\$47.97	375		1987 Green Bay Ind	100
789 Armed Forces Dr	Green Bay	48,304			752		1970 Green Bay Ind	100
1010 Centennial St	Ashwaubenon	39,500	\$1,950,000	\$49.37	207		2000 Ashwaubenon Ind	100
817 Marquis Way	Ashwaubenon	38,954	\$1,950,000	\$50.06	466		1995 Ashwaubenon Ind	100
920-930 Oak St	De Pere	38,010	\$1,650,000	\$43.41	1351		1974 Ashwaubenon	
995 Waube Ln	Green Bay	34,100	\$1,250,000	\$36.66	35		1978 Ashwaubenon Ind	
1408 Viking Ln	De Pere	29,420	\$995,000	\$33.82	809		1977 Bellevue/De Pere Ind	100
825 Prosper Rd	De Pere	20,000	\$685,000	\$34.25	808		1977 Bellevue/De Pere Ind	
1599 University Ave	Green Bay	16,920	\$849,000	\$50.18	300		1900 Green Bay Ind	
1040 Centennial St	Green Bay	16,818	\$1,100,000	\$65.41	283		2001 Ashwaubenon Ind	100
2225 Pamperin Rd	Howard	16,000	\$750,000	\$46.88	11		2000 Howard Ind	100
3557 Miners Way	Lawrence	11,780	\$825,000	\$70.03	1		2021 Ashwaubenon Ind	
1381 North Rd	Ashwaubenon	9,480	\$499,000	\$52.64	308		1994 Green Bay Ind	
1081 Flight-way Dr	Hobart	9,448	\$1,159,000	\$122.67	178		2000 Ashwaubenon Ind	
1133 Flightway Dr	Hobart	9,000	\$675,000	\$75.00	218		1997 Ashwaubenon Ind	100
3165 Yeager Dr	Green Bay	8,800	\$550,000	\$62.50	3326		2021 Green Bay Ind	
2343 Verlin Rd	Bellevue	7,834	\$675,000	\$86.16	88		2005 Green Bay Ind	100
3185 S Ridge Rd	Ashwaubenon	6,000	\$349,000	\$58.17	400		1980 Ashwaubenon Ind	
3165 Yeager Dr	Green Bay	5,280	\$460,000	\$87.12	3326		2004 Green Bay Ind	100
701 Millennium Ct	De Pere	2,500	\$224,800	\$89.92	455		2007 Bellevue/De Pere Ind	100
701 Millennium Ct	De Pere	1,250	\$114,900	\$91.92	455		2007 Bellevue/De Pere Ind	100
1094 Fernando Dr	Hobart	1,200	\$79,900	\$66.58	128		Ashwaubenon	

Industrial Listings – For Lease

Property Address	City	RBA	Available Space (SF)	Rent/SF/Yr	Built/Renovated	Submarket
1717 Lawrence Dr	De Pere	494,000	494,000	\$3.95	1987/2000	Ashwaubenon Ind
1381 Partnership Dr	Ashwaubenon	474,711	218,175	\$4.00	1999	Ashwaubenon Ind
937 Ontario Rd	Green Bay	132,000	132,000	Not Disclosed		Green Bay Ind
1735 Sal St	Bellevue	68,291	62,700	\$3.00 - 5.00	1987	Green Bay Ind
817 Marquis Way	Ashwaubenon	38,954	38,954	\$5.00	1995	Ashwaubenon Ind
995 Waube Ln	Green Bay	34,100	34,100	\$4.00	1978	Ashwaubenon Ind
789 Armed Forces Dr	Ashwaubenon	48,304	30,000	\$3.45 - 3.67 (Est.)	1970	Green Bay Ind
1740 Cofrin Dr	Green Bay	58,900	18,600	\$5.50	1985	Green Bay Ind
2225 Pamperin Rd	Howard	16,000	16,000	Not Disclosed	2000	Howard Ind
940 Oak St	Lawrence	13,600	13,600	\$7.00	1974	Ashwaubenon Ind
3557 Miners Way	Lawrence	11,780	11,780	\$5.95	2021	Ashwaubenon Ind
1133 Flightway Dr	Hobart	9,000	9,000	\$5.00	1997	Ashwaubenon Ind
3165 Yeager Dr	Green Bay	8,800	8,800	\$5.50	2021	Green Bay Ind
3185 S Ridge Rd	Ashwaubenon	6,000	6,000	\$6.00	1980	Ashwaubenon Ind
3165 Yeager Dr	Green Bay	5,280	5,280	\$5.50	2004	Green Bay Ind
535 Quality Ct	Wrightstown	12,000	5,000	\$4.00	2020	Ashwaubenon Ind
1135 Contract Dr	Ashwaubenon	4,844	4,844	\$22.32	1987	Ashwaubenon Ind

Retail Listings – For Lease

PropertyAddress	City	RBA	Total Available Space (SF)	Rent/SF/Yr	Tenancy	SubmarketName	Percent Leased
2485 S Oneida St	Green Bay	136,568	136,568	\$10.68 - 13.05 (Est.)	Single	Green Bay	0.00
301 Bay Park Sq	Green Bay	124,893	124,893	\$20.82 - 25.45 (Est.)		Green Bay	0.00
2430 E Mason St	Green Bay	105,923	105,923	\$7.00	Single	Green Bay	100.00
1555 WI-32	Green Bay	80,000	80,000	Not Disclosed	Multi	Green Bay	0.00
2320 Lineville Rd	Green Bay	79,968	79,968	\$6.00	Single	Howard	0.00
230 N Wisconsin St	De Pere	66,000	66,000	\$7.17 - 8.76 (Est.)	Single	Bellevue/De Pere	100.00
1555 W Mason St	Green Bay	103,028	52,986	\$11.04 - 13.50 (Est.)		Green Bay	48.57
2323 Woodman Dr	Green Bay	45,770	45,770	\$9.65 - 11.80 (Est.)	Single	Howard	100.00
2763-2811 Oneida St	Green Bay	198,914	41,847	\$14.00	Multi	Ashwaubenon	100.00
114 S 9th St	De Pere	30,000	30,000	Not Disclosed	Multi	Ashwaubenon	0.00
1481-1535 W Mason St	Green Bay	234,717	28,949	\$13.32 - 16.27 (Est.)	Multi	Green Bay	91.11
1693 Main St	Green Bay	24,900	24,900	\$12.00	Single	Green Bay	100.00
2590-2600 Holmgren Way	Green Bay	36,062	19,904	\$9.36 - 11.44 (Est.)	Single	Ashwaubenon	100.00
2265-2271 True Ln	Green Bay	26,619	18,601	\$11.33 - 13.84 (Est.)	Multi	Green Bay	54.90
2300 S Oneida St	Green Bay	25,000	18,000	\$10.32 - 12.61 (Est.)	Multi	Green Bay	100.00
920-930 Oak St	De Pere	25,040	17,200	\$6.00	Multi	Ashwaubenon	31.31
2253 Main St	Green Bay	16,300	16,300	\$5.50		Green Bay	100.00
2400 S Oneida St	Green Bay	287,574	16,298	\$31.61 - 38.49 (Est.)		Green Bay	97.71
2670 Monroe Rd	De Pere	16,440	14,360	\$30.00	Multi	Bellevue/De Pere	12.65
2585 Lineville Rd	Howard	14,265	14,265	\$16.00	Single	Howard	100.00
533 E Walnut St	Green Bay	12,430	12,430	\$10.31 - 12.60 (Est.)	Multi	Green Bay	100.00
2240 Holmgren Way	Green Bay	11,613	11,613	\$8.00	Single	Green Bay	0.00
2350 S Oneida St	Ashwaubenon	14,880	10,800	\$11.39 - 13.92 (Est.)		Green Bay	27.42
1671 Hoffman Rd	Green Bay	35,000	10,700	\$12.50	Multi	Bellevue/De Pere	69.43
1210 Mid Valley Dr	De Pere	10,533	10,533	\$5.46 - 6.67 (Est.)	Single	Ashwaubenon	100.00
310 W Walnut St	Green Bay	28,000	10,500	\$12.00	Multi	Green Bay	62.50
128 N Broadway	Green Bay	15,000	10,400	\$8.00		Green Bay	30.67
2728 Manitowoc Rd	Green Bay	14,820	10,000	\$10.00	Single	Green Bay	100.00
2331 Velp Ave	Howard	29,075	9,760	\$12.00	Multi	Howard	66.43
101-131 S Military Ave	Green Bay	24,953	9,603	\$10.00 - 12.00	Multi	Green Bay	71.50
2255 Main St	Green Bay	18,600	9,000	\$6.50	Multi	Green Bay	51.61
2281 Oneida St	Green Bay	8,992	8,992	\$10.95 - 13.38 (Est.)	Single	Green Bay	100.00
310 N Wisconsin St	De Pere	16,000	8,400	\$10.00	Multi	Bellevue/De Pere	47.50
2475 University Way	Green Bay	22,432	8,050	\$5.00	Multi	Green Bay	64.11
2302 San Luis Pl	Ashwaubenon	8,000	8,000	\$16.00		Green Bay	100.00
820 Willard Dr	Green Bay	30,000	8,000	\$14.00	Multi	Green Bay	73.33
2760 S Oneida St	Ashwaubenon	7,931	7,931	Not Disclosed		Ashwaubenon	0.00
2022-2042 E Mason St	Green Bay	27,628	7,723	\$12.88 - 14.88	Multi	Green Bay	72.05
2654 S Oneida St	Ashwaubenon	17,652	7,703	\$4.92 - 6.01 (Est.)	Multi	Ashwaubenon	56.36
2476 S Oneida St	Green Bay	21,652	7,568	\$14.00	Multi	Green Bay	100.00
1700 Sand Acres Dr	De Pere	16,826	7,027	\$16.50	Multi	Ashwaubenon	58.24
600 N Military Ave	Green Bay	7,000	7,000	\$11.58 - 14.15 (Est.)	Multi	Green Bay	100.00
2465 Lineville Rd	Howard	48,020	6,845	\$14.00	Multi	Howard	100.00
1017 Waube Ln	Green Bay	6,600	6,600	\$10.50	Multi	Ashwaubenon	0.00
3921 S Webster Ave	Green Bay	7,800	6,500	\$11.21 - 13.70 (Est.)	Multi	Bellevue/De Pere	100.00
821 Huron Rd	Green Bay	11,248	6,445	\$12.00	Multi	Green Bay	52.48
2760 S Oneida St	Ashwaubenon	6,226	6,226	Not Disclosed		Ashwaubenon	0.00
2485 Lineville Rd	Green Bay	11,928	6,197	\$9.83 - 12.02 (Est.)	Multi	Howard	100.00
1241 Lombardi Access Rd	Green Bay	23,360	6,173	\$22.00	Multi	Green Bay	73.57
2450 Velp Ave	Howard	20,390	6,075	\$12.00	Multi	Howard	70.21
2598 Glendale Ave	Howard	5,653	5,653	\$10.88 - 13.29 (Est.)		Howard	100.00
2250-2280 W Mason St	Green Bay	96,624	5,549	\$15.00	Multi	Howard	100.00

Retail Listings – For Lease (cont.)

1742 E Mason St	Green Bay	9,000	5,400	\$10.05	Multi	Green Bay	40.00
1660 W Mason St	Green Bay	39,960	4,842	\$11.00	Single	Green Bay	87.88
3705 Monroe Rd	De Pere	13,035	4,800	\$15.00	Multi	Bellevue/De Pere	63.18
2633 Development Dr	Green Bay	20,000	4,672	\$12.00	Multi	Bellevue/De Pere	76.64
2800 Oneida St	Green Bay	4,600	4,600	\$28.00	Single	Ashwaubenon	100.00
1109 Honey Ct	De Pere	15,000	4,488	\$7.00 - 12.00	Multi	Bellevue/De Pere	70.08
124 N Broadway St	De Pere	64,000	4,337	\$9.04 - 11.05 (Est.)	Multi	Bellevue/De Pere	96.35
500-512 E Walnut St	Green Bay	12,500	4,225	\$8.50 - 10.00	Multi	Green Bay	66.20
2245 Main St	Green Bay	30,906	4,000	\$6.50	Multi	Green Bay	87.06
2140 Velp Ave	Green Bay	10,905	4,000	\$9.95		Howard	63.32
711 N Memorial Dr	Howard	3,942	3,942	\$9.00	Single	Green Bay	100.00
860 Shawano Ave	Green Bay	3,765	3,765	\$6.70	Single	Green Bay	100.00
1740 E Mason St	Green Bay	9,154	3,600	\$10.00	Multi	Green Bay	100.00
1880 Velp Ave	Howard	4,800	3,600	\$11.75	Multi	Green Bay	25.00
2480 Babcock Rd	Green Bay	7,604	3,550	\$10.00	Multi	Green Bay	53.31
2015-2021 Lime Kiln Rd	Green Bay	5,042	3,550	\$22.00	Multi	Green Bay	59.18
2480 Velp Ave	Howard	3,500	3,500	\$10.00	Multi	Howard	0.00
2069 Central Ct	Green Bay	14,000	3,400	\$12.00	Multi	Green Bay	100.00
550 N Military Ave	Green Bay	21,000	3,390	\$10.00	Multi	Green Bay	83.86
2201 S Oneida St	Green Bay	52,093	3,317	\$9.00 - 13.50	Multi	Green Bay	93.63
1861 University Ave	Green Bay	6,000	3,171	\$8.00	Multi	Green Bay	47.15
450 High St	Wrightstown	9,376	3,138	\$8.00	Multi	Bellevue/De Pere	66.53
2400-2468 University Ave	Green Bay	4,400	3,115	\$9.68 - 11.83 (Est.)		Green Bay	29.20
115 E Walnut St	Green Bay	91,000	3,000	\$16.00	Multi	Green Bay	96.70
838-842 S Military Ave	Green Bay	8,064	2,884	\$8.50	Multi	Green Bay	100.00
895 Lombardi Ave	Green Bay	2,868	2,868	\$15.00	Single	Green Bay	0.00
2385 Holmgren Way	Ashwaubenon	7,109	2,511	\$22.00	Multi	Green Bay	64.68
1780 Allouez Ave	Green Bay	10,400	2,500	\$9.76 - 11.92 (Est.)	Multi	Green Bay	75.96
2041 Holmgren Way	Ashwaubenon	4,800	2,400	\$8.00	Multi	Green Bay	50.00
933 Anderson Dr	Green Bay	20,400	2,326	\$9.75	Multi	Green Bay	88.60
2733 Manitowoc Rd	Green Bay	12,242	2,080	\$11.08 - 13.54 (Est.)	Multi	Green Bay	83.01
615 Main St	Wrightstown	8,509	2,050	\$6.86 - 7.38	Multi	Ashwaubenon	75.91
502-520 Greene Ave	Green Bay	10,864	1,950	\$5.42 - 6.62 (Est.)	Multi	Green Bay	100.00
117 N Broadway St	De Pere	5,398	1,869	\$16.05	Multi	Bellevue/De Pere	65.38
915 Lime Kiln Rd	Green Bay	1,838	1,838	\$8.00	Single	Green Bay	0.00
1228-1240 Main St	Green Bay	29,750	1,800	\$10.00	Multi	Green Bay	67.07
2665 Monroe Rd	De Pere	10,500	1,800	\$27.00	Multi	Bellevue/De Pere	82.86
1541 Bellevue St	Green Bay	11,043	1,800	\$8.04 - 9.83 (Est.)	Multi	Green Bay	83.70
400 Reid St	De Pere	41,260	1,750	\$12.00	Multi	Ashwaubenon	100.00
2015 Shawano Ave	Howard	181,970	1,716	\$11.05 - 13.51 (Est.)	Multi	Green Bay	99.06
1203-1259 S Military Ave	Green Bay	19,387	1,536	\$6.58 - 8.04 (Est.)	Multi	Green Bay	92.08
2652 N Packerland Dr	Howard	1,600	1,500	\$12.00	Multi	Howard	6.25
2154-2164 S Ridge Rd	Green Bay	8,253	1,500	\$15.00	Multi	Green Bay	81.82
1718 Velp Ave	Green Bay	23,000	1,500	\$10.00	Multi	Green Bay	93.48
784 Willard Dr	Green Bay	10,796	1,500	\$14.00	Multi	Green Bay	86.11
844 Willard Dr	Green Bay	16,828	1,500	\$12.00	Multi	Green Bay	100.00
2605-2613 S Oneida St	Green Bay	84,000	1,500	\$14.12 - 17.26 (Est.)	Multi	Ashwaubenon	98.21
2246-2248 University Ave	Green Bay	6,300	1,444	\$5.82	Multi	Green Bay	77.08
2064 Lime Kiln Rd	Green Bay	74,270	1,400	\$19.92 - 24.35 (Est.)	Multi	Green Bay	98.11
100-140 N Washington St	Green Bay	11,241	1,247	\$12.00	Multi	Green Bay	100.00
2235 Main St	Green Bay	2,500	1,235	\$28.80	Multi	Green Bay	50.60
430 Cardinal Ln	Howard	9,600	1,200	\$20.00	Multi	Howard	100.00

Retail Listings – For Sale

Property Address	City	RBA	For Sale Price	Days On M	Submarket Name
301 Bay Park Sq	Ashwaubenon	124,893	\$5,500,000	275	Green Bay
2350 E Mason St	Green Bay	119,577	\$1,999,999	78	Green Bay
2320 Lineville Rd	Saumico	79,968	\$4,000,000	386	Howard
501-609 S Military Ave	Green Bay	54,516	\$179,900	25	Green Bay
801 Main Ave	De Pere	41,060	\$4,700,000	95	Ashwaubenon
1693 Main St	Green Bay	24,900	\$2,000,000	114	Green Bay
118 E Pulaski St	Pulaski	23,951	\$279,900	361	Howard
201 N Monroe Ave	Green Bay	21,757	\$900,000	98	Green Bay
419 N Broadway	Green Bay	19,200	\$640,000	752	Green Bay
2255 Main St	Green Bay	18,600	\$795,000	3747	Green Bay
850 Kepler Dr	Green Bay	17,690	\$750,000	162	Green Bay
2253 Main St	Green Bay	16,300	\$990,000	112	Green Bay
1995 Main St	Green Bay	15,120	\$5,259,259	128	Green Bay
2390 E Mason St	Green Bay	15,075	\$2,386,878	79	Green Bay
1109 Honey Ct	De Pere	15,000	\$2,160,000	364	Bellevue/De Pere
2728 Manitowoc Rd	Bellevue	14,820	\$2,420,000	1682	Green Bay
500-512 E Walnut St	Green Bay	12,500	\$825,500	780	Green Bay
533 E Walnut St	Green Bay	12,430	\$1,570,000	190	Green Bay
2360 Costco Way	Bellevue	11,923	\$5,475,000	330	Green Bay
317 Dousman St	Green Bay	11,679	\$569,900	1281	Green Bay
1279 E Mason St	Green Bay	11,238	\$349,000	134	Green Bay
1210 Mid Valley Dr	Lawrence	10,533	\$795,000	186	Ashwaubenon
2830 Curry Ct	Green Bay	10,500	\$99,900	1424	Green Bay
1001 Main St	Green Bay	10,404	\$649,000	562	Green Bay
3235 Riverside Dr	Allouez	10,054	\$995,000	1025	Bellevue/De Pere
830 Vanderperren Way	Ashwaubenon	10,026	\$639,000	569	Ashwaubenon
2901 Ramada Way	Ashwaubenon	9,650	\$5,250,000		Ashwaubenon
450 High St	Wrightstown	9,376	\$799,900	1229	Bellevue/De Pere
465 Marina Ln	Green Bay	8,778	\$2,100,000	87	Green Bay
455 Riverdale Dr	Howard	8,346	\$595,000	24	Howard
838-842 S Military Ave	Green Bay	8,064	\$499,900	740	Green Bay
1358 Mid Valley Dr	Lawrence	8,040	\$875,000	562	Ashwaubenon
3921 S Webster Ave	Green Bay	7,800		343	Bellevue/De Pere



Report to the
Economic Development Authority
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

Matt Buchanan, Staff

AGENDA ITEM # S.2

To approve the Shared Corridor Vision Report with the condition the report is sent to the Mayor's Office for consideration of additional funding.

BACKGROUND

The City of Green Bay has partnered with Toole Design Group to create a Shared Corridor Vision Report which provides guidance and design recommendations along four downtown corridors (Walnut Street, Washington Street, Main/Dousman Streets and Broadway). The report aims to support businesses in the wake of the COVID-19 Pandemic by providing guidance to allow for the safe expansion of business operations outdoors and into the public right of way. The report also provides longer term design recommendations to make downtown streets more accommodating to pedestrians and cyclists. This report was prepared with input from the Broadway and Downtown/Olde Main Business Improvement Districts (BIDs).

RECOMMENDATION

To approve the Shared Corridor Vision Report.

FISCAL IMPACT

Adoption of the Shared Corridor Vision Report will not have a direct fiscal impact. The City aims to implement elements of the report over time. Fiscal impacts for projects recommended by the plan will be considered by the appropriate public bodies prior to implementation.

ATTACHMENTS

- I. Green Bay Shared Corridor Vision Report

CITY OF GREEN BAY // SHARED CORRIDOR VISION



Source: City of Green Bay

APRIL 2021



Prepared by:

TOOLE
DESIGN



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EXECUTIVE SUMMARY

The City of Green Bay Shared Corridor Vision Plan provides design recommendations for the area of downtown Green Bay in and around the Broadway and Downtown Business Improvement Districts. The goal of these recommendations is to make the corridors more pedestrian friendly, manage curbside activities, and activate the corridors during special events and during the social distancing times of COVID-19. At the core of the Vision Plan's recommendations is City Loop, a new identity for the corridors that will unite the Downtown and Broadway districts by connecting major destinations along a vibrant, accessible route. The following are the primary recommendations to help realize these goals and create City Loop:

- Activate the streets and encourage parklets, and outdoor dining and retail in the City Loop, using the tool kit of flexible and modular components.
- Convert on-street parking stalls to pick-up and drop-off zones for dining, retail, and transportation network companies (TNCs).
- Expand and upgrade the bicycle and pedestrians facilities along City Loop corridors to encourage use of these modes. This includes providing protected bike lanes on Dousman Street to provide a safe, comfortable link for people walking and biking between Broadway and Washington Street.
- Implement City Loop branded design elements and wayfinding to provide clear identity and connections.
- Provide treatments, such as paint, at key intersections to create visual gateways into the districts and provide traffic calming.
- Provide enhanced, accessible connections and wayfinding that will draw people to the Fox River waterfront.
- Activate underutilized surface parking lots and ramps as flexible community spaces for dining, gatherings, markets, and fitness, similar to the Downtown Dining Room. If a covered, accessible space is preferable, the ground level could be transformed into a flex space, or the top story could be used if exposure to the sun or taking advantage of the underutilized parking space is preferable.
- Expand temporary road closures to increase opportunities for festivals, markets and other activities to liven the street.



Green Bay Downtown Dining Room

INTRODUCTION

The City of Green Bay, in collaboration with the Broadway and Downtown Business Improvement Districts, is making great strides to enhance and revitalize its core commercial areas. Recognizing the importance of creating safe outdoor spaces during the COVID-19 pandemic, these community leaders have committed to supporting the installation of expanded outdoor spaces as a first step to boosting the vibrancy of Downtown, Broadway, and their important connections during this challenging time. Simple and deliberate efforts to reorganize streets for all users, create a distinct identity, and provide unique attractions will help keep users safe in these celebrated cultural districts.

HOW TO USE THIS DOCUMENT

The intent of this document is to provide the City, residents, and business owners with ideas on how to transform and activate the street space along Broadway and Washington Street, as well as Walnut Street and Dousman Street, with short-, medium-, and long-term improvements. All concepts presented in this document are for planning purposes only. Field verification, site condition assessments, engineering analysis, and design are necessary prior to implementing recommendations contained herein.

SHORT-, MEDIUM-, OR LONG-TERM?

Many recommendations provided in this document have the ability to be implemented in a short-term, temporary fashion and can lead to long-term, permanent change for the communities. This approach allows cities to test the ability of the existing infrastructure and users to respond to the changes, make alterations, and provide justification to implement permanent solutions. This approach also allows community members and businesses to easily and cost-effectively implement public realm enhancements as a way to respond to an immediate need to change business operations, such as during the COVID-19 pandemic.



Saturday Farmers Market

		Source: nelsonnygaard.com	Source: Dongho Chang via Twitter	Source: www.sfbetterstreets.org
Time Frame		SHORT-TERM	MEDIUM-TERM	LONG-TERM
Description		One day or seasonal installation to address a short-term need identified by a community or business.	Temporary installations used to trial public realm installations. Higher durability, but can be adjusted easily to respond to public need or feedback.	Permanent infrastructure changes as a result of positive public responses to the previous phases.
Example Installations		- Farmer's Markets - Festivals - Seasonal Patios	- Temporary Bike Lanes - Painted / Flex-Post Curb Bulbs - Parklets with Temporary Materials (wood decking or shipping containers)	- Permanent Bike Lanes - Concrete Curb Extensions - Permanent Public Furnishings and Plantings
Materials		- Low-cost - Low durability - Borrowed or easily made - Water-based paint, chalk, traffic cones, movable fences	- Low to medium cost - Medium durability but can be easily adjusted - Flex-posts, permanent paint, jersey barriers	- Medium to high cost - High durability - Concrete construction - Permanent public furnishings and plantings

CONTEXT + EXISTING CONDITIONS

CONTEXT + EXISTING CONDITIONS

The Business Improvement Districts (BIDs) of Broadway and Downtown Green Bay are located approximately 0.3 miles apart, with the Fox River running between. These two BIDs are important organizations for the City of Green Bay and play a key role in bring vitality to the core of the City. This manual looks specifically at the streets of Broadway and Washington between Walnut Street and Dousman/Main Street, as well as the multi-modal connection opportunities on Walnut Street and Dousman/Main Street. However, the recommendations in this plan can also be applied outside of this focus area.

BROADWAY

The Broadway District is touted as Green Bay’s “cultural core”, a place for entrepreneurs and creators to “engage and succeed in a welcoming environment.” A largely retail and restaurant environment bordering on the residential areas of Fort Howard and Seymour Park, Broadway is a thriving place to celebrate the art and culture of Green Bay.

Broadway’s character already supports vibrant activity and gatherings. With wide sidewalks, street trees, welcoming store frontages, and a narrow roadway, the streetscape welcomes visitors into a place where they can feel safe and relaxed. The existing pockets of on-street parking provide ample space for parklet conversions, with the bike lanes providing a buffer between the parklet and adjacent traffic. Broadway is also a heavy truck route connecting the Port of Green Bay’s North Terminal to Dousman Street and Walnut Street. Long term design considerations need to account for the truck route and make these area as sound and wind proof as possible to make it comfortable for activation and provide opportunities for people to dine and gather outdoors.

WASHINGTON STREET

The Downtown District is the “heart and soul” of Green Bay, with Washington Street housing many businesses, eateries, and a growing residential population. Washington Street holds many of the same characteristics of Broadway, with wide sidewalks, street trees, and store frontages that welcome users to the area. Parking pockets provide space for parklets, and surface parking lots and parking ramps are available to store public parking. The narrow roadway with shared lanes promotes slow moving traffic, creating a comfortable and safe atmosphere for lingering.

WALNUT STREET

Walnut Street is the focus area’s southern connection across the Fox River and includes a draw bridge to allow for shipping passage on the river. Consisting of four vehicle lanes, but carrying 11,000 vehicles per day, there is an opportunity to reallocate roadway space to safely accommodate other modal users, such as cyclists and pedestrians. As an important connection between Broadway and Washington Street, enhancing the Walnut Street corridor for all users will help to strengthen the identity of this core area. See the *Green Bay Safe Walk & Bike Plan* for bike lane and road diet recommendations for Walnut Street. There are existing shared lane markings on Walnut Street. The bridge is owned and maintained by the Wisconsin Department of Transportation (WisDOT), so any proposed modifications would need to be approved by WisDOT.

DOUSMAN/MAIN STREET

Dousman/Main Street is the focus area’s northern connection across the Fox River and includes a draw bridge (Nitschke Bridge) to allow for shipping passage on the river. Dousman/Main Street carries approximately 15,400 vehicles per day, consists of four vehicle lanes, two painted bike lanes, and wide sidewalks. Dousman/Main Street is also designated United States Highway 141 (US-141) and Alternate Interstate 43 (I-43).

CONTEXT MAP



EXISTING CONDITIONS



EXISTING CONDITIONS



This map illustrates the proposed development zones and infrastructure for downtown Milwaukee, centered around the Fox River waterfront. The map includes several key features:

- Development Zones:**
 - Breweries & Restaurants Business Center Shops & Boutiques Parking Lots:** Located along Broadway and Main St.
 - Shops Offices Cafes & Restaurants Parking Lots:** Located along Broadway and Washington St.
 - Offices Business Centers New Mixed Use Development Bars & Restaurants Condos Packers History Plaza Parking Ramps & Lots:** Located along Washington St and Main St.
 - Condos Theater & Nightlife Offices Hotel Parking Lots:** Located along Washington St and Main St.
- Parking Lots (ADT):**
 - Main St: 15,400 ADT
 - Broadway: 5,800 ADT
 - Broadway: 4,500 ADT
 - Washington St: 2,400 ADT
 - Washington St: 3,500 ADT
 - Washington St: 4,400 ADT
 - Walnut St: 11,000 ADT
- Truck Routes:**
 - Primary Truck Route:** Indicated by a thick black arrow running north-south through the center of the map.
 - Truck Route During Events:** Indicated by a dashed black arrow running east-west along the waterfront.
- Legend:**
 - Parks:** Green areas representing parks like Frank B. Seymour Park, Leicht Memorial Park, and Jackson Park.
 - Light Office/Retail:** Orange shaded areas.
 - Intense Commercial/Residential:** Red/pink shaded areas.
- Other Features:**
 - Streets:** Labeled streets include Main St, Broadway, Washington St, Walnut St, and others.
 - Landmarks:** Fort Howard Elementary School, Neville Museum, The CityDeck, and Future Shipyard Development are marked.
 - Waterfront:** The Fox River and East River Trail are shown.

The map also includes a North arrow and a scale indicator "Not to Scale".

CITY LOOP

CITY LOOP

City Loop is the new identity of the vibrant districts of Downtown and Broadway. Fused together by the Walnut and Dousman river crossings, City Loop allows patrons to travel safely between the two districts and the enhanced public spaces invite them to linger and enjoy the outdoor amenities that they have to offer. The following sections are highlights of the proposed enhancements to the public realm that create the identity of City Loop.

PARKLETS + OUTDOOR DINING

Parklets and outdoor dining areas are creative solutions to expanding public realm space in areas with high pedestrian volumes. Parklets are small public spaces that occupy curbside parking spots. Parklets can facilitate uses such as outdoor dining spaces, public seating areas, and activity spaces, and can be licensed by applying for a 'Class B license' under the City's Sidewalk café permit (Ord. No. 11-17).

Another option for outdoor dining is to convert parking spaces to sidewalk extensions. This permits local eateries to maintain outdoor seating directly adjacent to the restaurant building and still allows for sufficient walking space for pedestrians. A clear 5' wide walkway must be maintained in order for the sidewalk extension to be ADA compliant and meet City policy.

INTERSECTION TREATMENTS

Painted intersection treatments are quick and inexpensive ways to redesign intersections aesthetically or to improve pedestrian safety and slow down traffic. Using colors with traffic delineators, such as cones or flexible bollards, alerts drivers to the presence of an intersection and the potential of crossing pedestrians. See FHWA's Interpretation Letter *MUTCD – Official Ruling 3(09)-24(1) – Application of Colored Pavement* for clarification on using colored pavement used for traffic control versus for aesthetic purposes. The City's Public Works Department should confirm applications comply with the above letter.



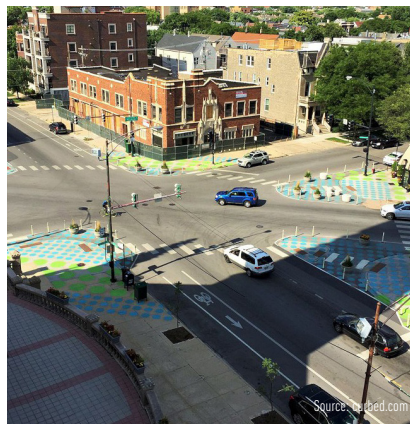
Parklet in London, UK



Parklet in San Francisco, CA



Parklet in Philadelphia, PA



Painted Intersection in Chicago, IL



Painted Curb Extension in Seattle, WA



Painted Intersection in Portland, OR

RIVER CONNECTIONS

The Fox River is a popular recreational destination in Green Bay. Both Broadway and Washington Streets provide accessible connections to the trails along the river. On Broadway, connections are available from Hubbard Street, Walnut Street, and Dousman Street. From Washington Street, connections to CityDeck and the Fox River State Recreational Trail are located at CityDeck Court, Pine Street, Cherry Street, and Walnut Street. These connections can be enhanced through interventions such as branded wayfinding, pavement treatments, and reclassifying the roadway surface as shared space.

ROAD CLOSURES

The City of Green Bay has used road closures on both Broadway and Washington Street. Road closures can be used for a number of purposes, including festivals, short-term outdoor activities, and long-term or seasonal closures to facilitate large numbers of pedestrians.

PROTECTED BIKE LANES

Protected bike lanes are safe, efficient ways of facilitating bike traffic on roadways. To link the Broadway and Downtown Districts, protected bike lanes can be installed on Dousman/Main Street. Because the bridge is a draw bridges, bike lanes on the lifting bridge sections should be buffered from vehicles through painted striping. Bollards, jersey barriers or other physical delineators may be used in sections off of the moving bridge surface to protect bike lanes. Physical delineators may need to be temporarily removed during winter months to accommodate snow plowing.



Painted Roadway in Boston, MA



Shared Street in Washington, DC



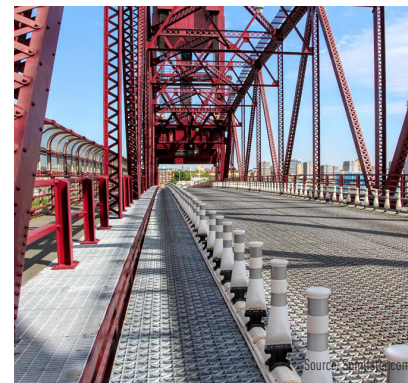
Farmer's Market on Washington Street



Yoga in New York, NY



Bike Lane with Jersey Barriers in Baltimore, MD

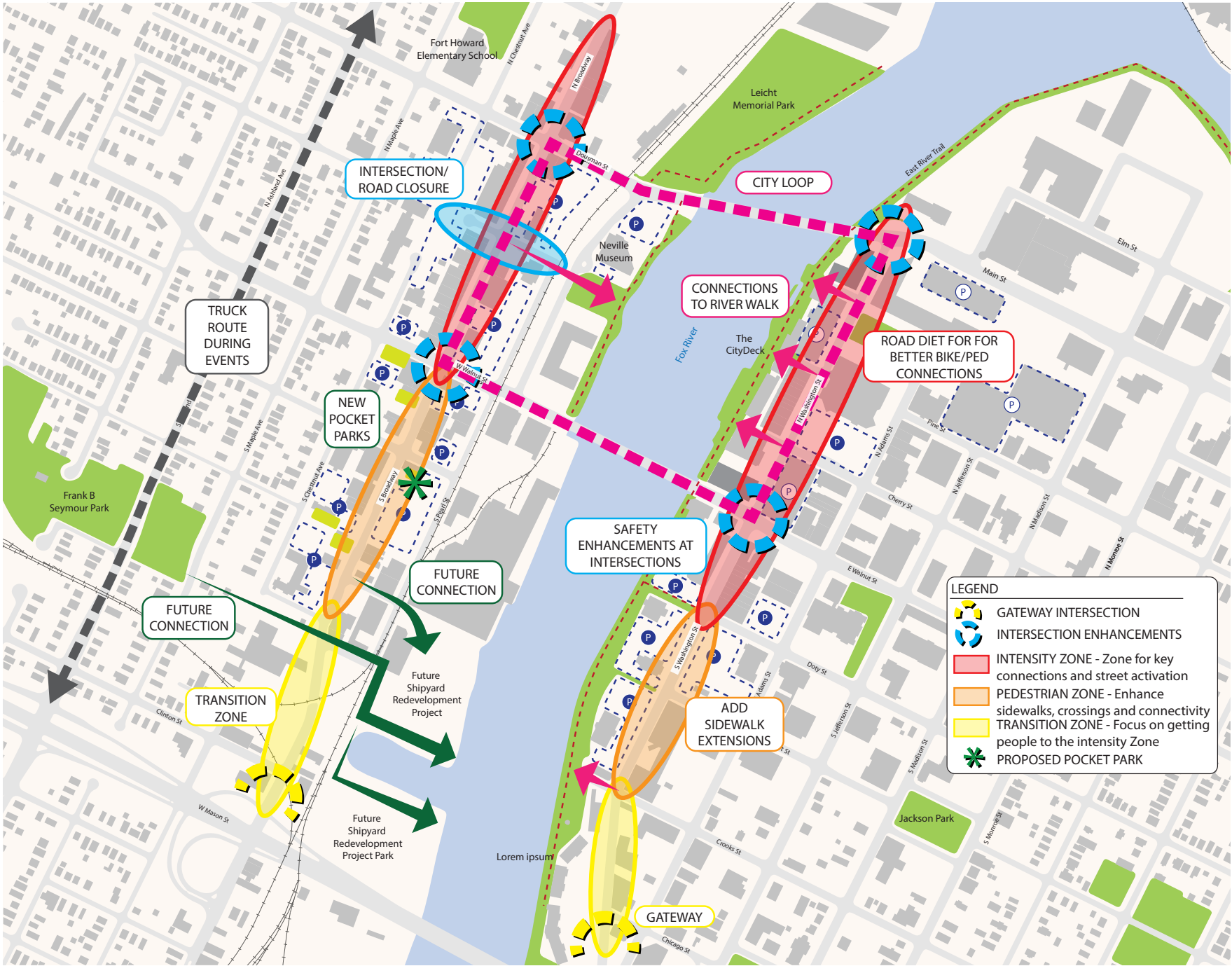


Bike Lane on Lift Bridge in New York, NY

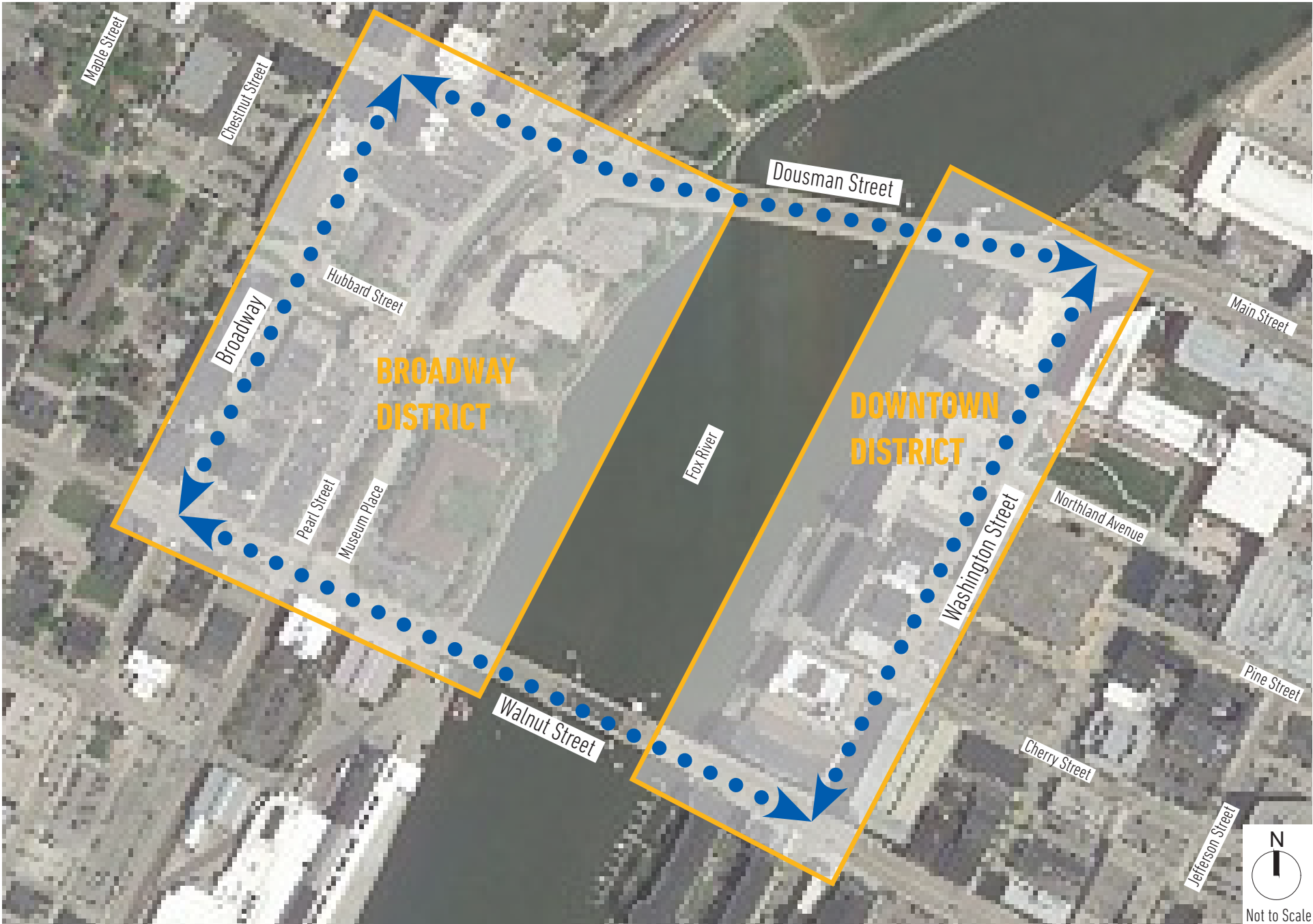


Bike Lane on Lift Bridge in Chicago, IL

DESIGN OPPORTUNITIES MAP

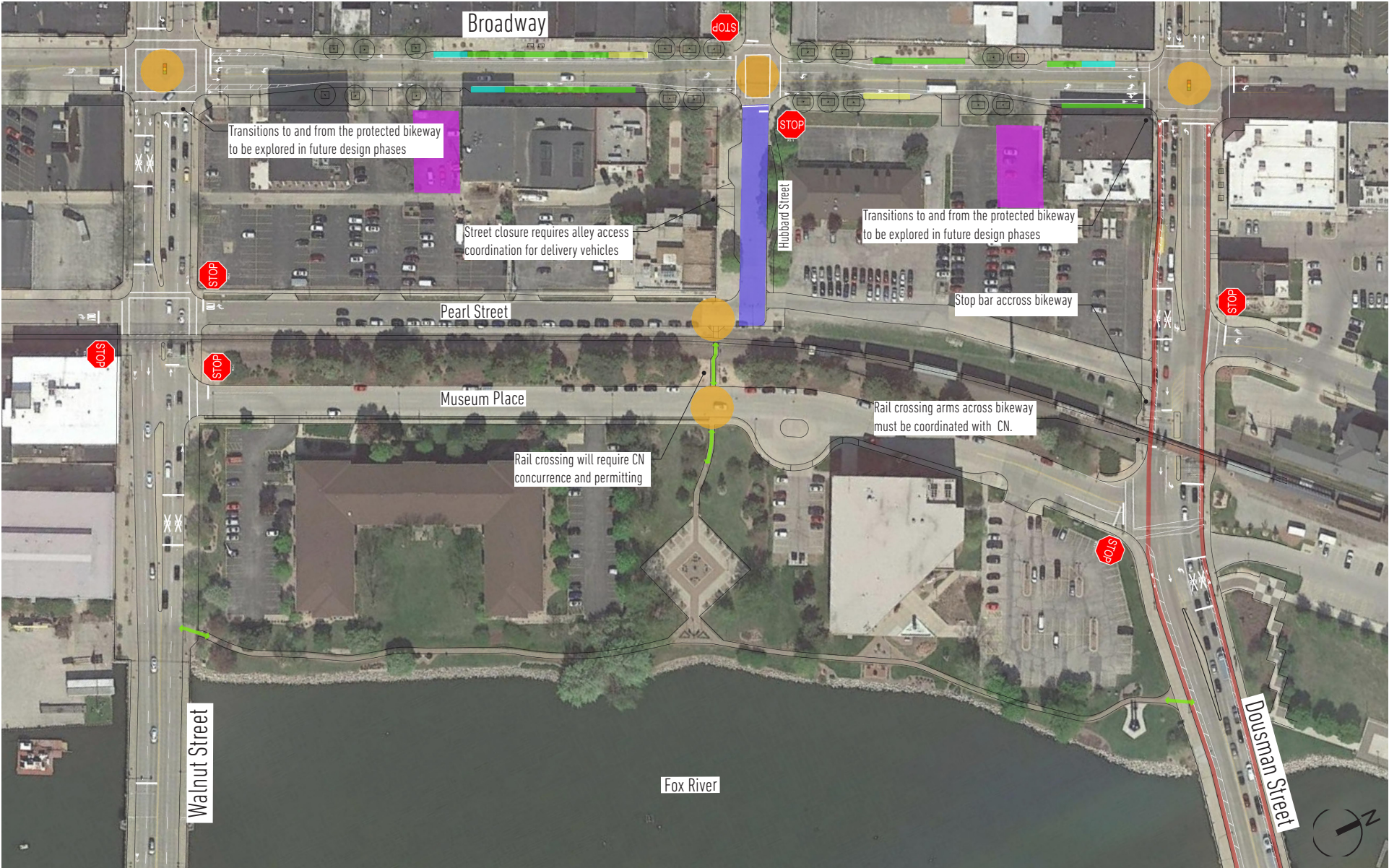


CITY LOOP MAP



CITY LOOP - BROADWAY DISTRICT

This preliminary concept is for planning purposes only. Field verification, site condition assessments, engineering analysis, and design are necessary prior to implementing recommendations contained herein.



CITY LOOP - DOWNTOWN DISTRICT

This preliminary concept is for planning purposes only. Field verification, site condition assessments, engineering analysis, and design are necessary prior to implementing recommendations contained herein.



TOOL KIT

Parklets often use standardized modular components to simplify construction and assembly. Using modular components also means the parklets can be dynamic, evolving to meet the changing needs of the community and the seasons. Movable dining tables from the summer months can make way for Adirondack chairs around a warm campfire. Flexibility and simplicity are key when it comes to implementing and maintaining parklet spaces.

TOOL KIT

BARRIERS + DELINEATORS

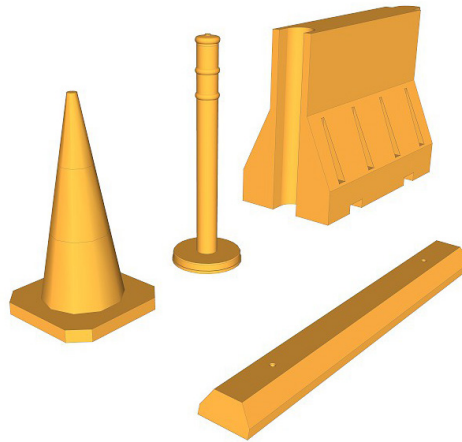
Barriers and delineators are physical and/or visual “edges” between different user spaces in the public realm. Depending on the intended use, barriers and delineators can take many different forms and styles. Barriers between pedestrian uses and vehicle use can use high-visibility and security features, while delineators between uses for pedestrians, such as walking, sitting, and dining, can be highly aesthetic and do not need to include barriers to prevent vehicle access. To meet AASHTO criteria, all barriers must be kept 2’ from the edge of the vehicular travel lane unless they are crashworthy.

TRAFFIC BARRIERS

Traffic barriers are temporary, high-visibility elements that should be used to delineate vehicle space from pedestrian uses. Where there is concern about vehicles hitting pedestrian spaces, elements with security features can be used, such as jersey barriers.

Examples of traffic barriers include:

- Temporary Traffic Cones
- Free-Standing or Bolted Delineator Posts
- Concrete Wheel Stops
- Jersey Barriers



Jersey Barriers in San Obispo, CA



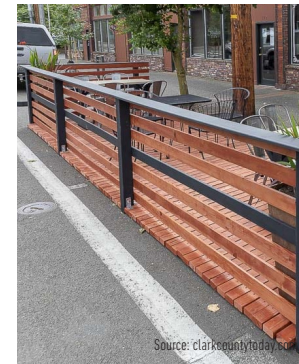
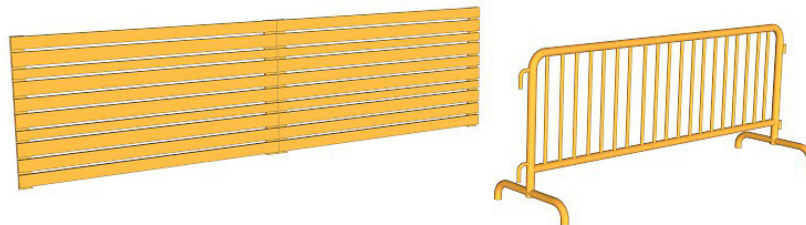
Traffic Cones in New York, NY

FENCING

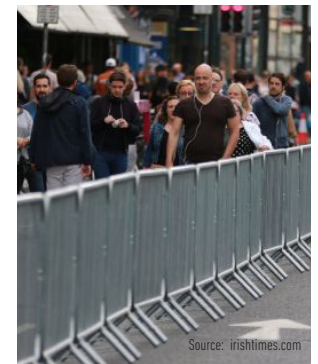
Fencing can be used as a temporary or semi-permanent element to delineate separation between spatial uses or between public / private uses, such as dining areas. Fencing can also be used in conjunction with traffic barriers for road closures for large events.

Examples of fencing include:

- Temporary Crowd Fencing
- Wood Fencing
- Prefabricated Metal Fencing



Parklet Fencing in Vancouver, WA

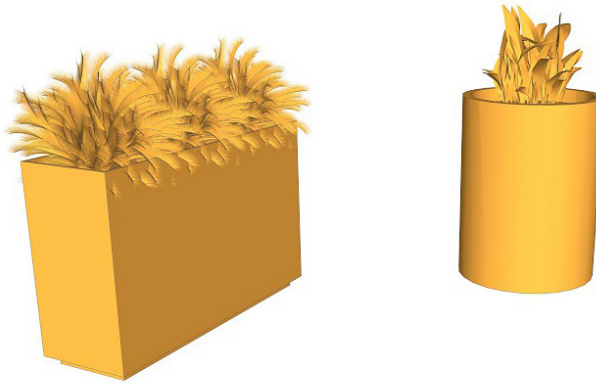


Crowd Fencing in Dublin

PLANTERS

Planters can also be used as temporary or semi-permanent elements to delineate separation between spatial uses or between public / private uses. Planters can be used in conjunction with traffic barriers or with fencing to delineate spaces both on the road or on the sidewalk.

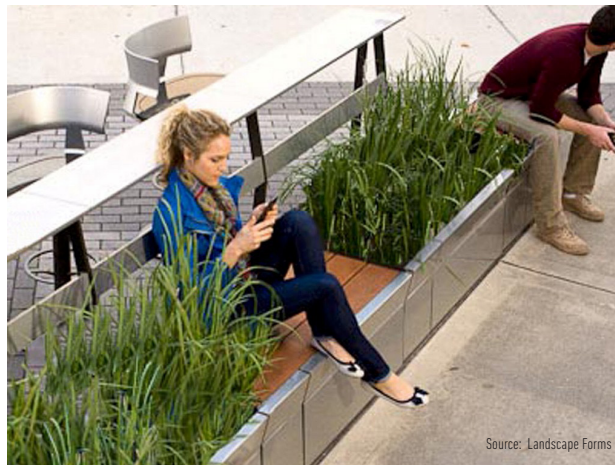
When using planters and plant material, it is important to use appropriate plant material for the planter size and to provide adequate maintenance to ensure the plant material lasts for the duration of the installation.



Planters in Spokane, WA



Low and Tall Planters and Temporary Curb at a Parklet in Philadelphia, PA



Combination Planter and Bench by Landscape Forms



Planter Buffer along Two-way Bike Lanes in Seattle, WA

TOOL KIT

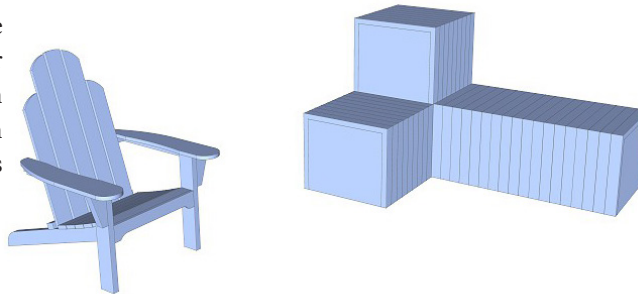
FURNISHINGS + OVERHEAD COVER

Furnishings and overhead cover are important components of parklets. Providing comfort is essential to creating places where people want to linger. Wood or high quality plastic furnishings provide year-round comfort and high durability, and using movable and modular furnishings allows the space to adapt to various uses and users.

Overhead cover is also an important component of year-round comfort, providing protection from rain, snow, and shady reprieve on hot summer days. Overhead structures also provide a mounting area for string lighting, climbing plant material, and overhead heaters.

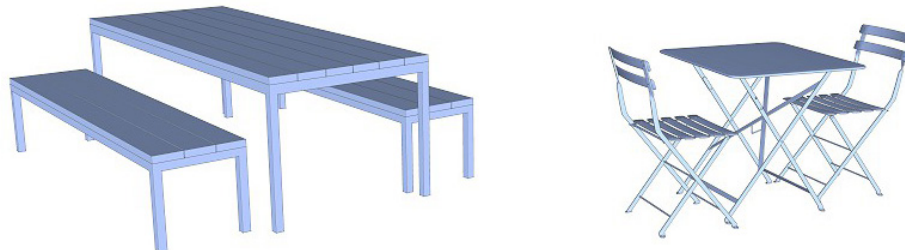
MODULAR / MOVABLE FURNISHINGS

Modular and inexpensive movable furnishings, such as Adirondack chairs, are quick ways to provide flexible furnishing options for parklets. These options allow user to reposition furnishings to sit in the shade, to move them together to accommodate small groups, or to space them apart to allow for distancing. A variety of seating options is best to ensure accommodation for users of all abilities.

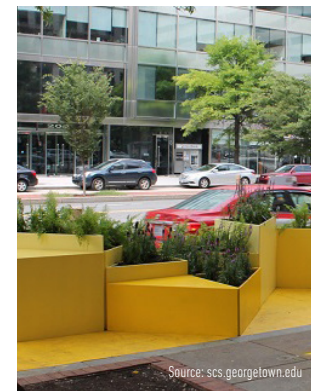


DINING

As with the modular / movable furnishings above, using movable dining furnishings allows for the same flexibilities. Dining patrons can be spaced apart or tables can be moved together as necessary. Larger, family style picnic tables can allow for family units to sit together comfortably.



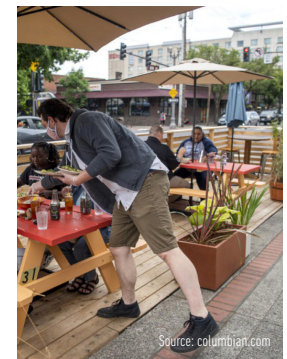
Modular Furnishings in Melbourne, Australia



Modular Furnishings in Washington, DC



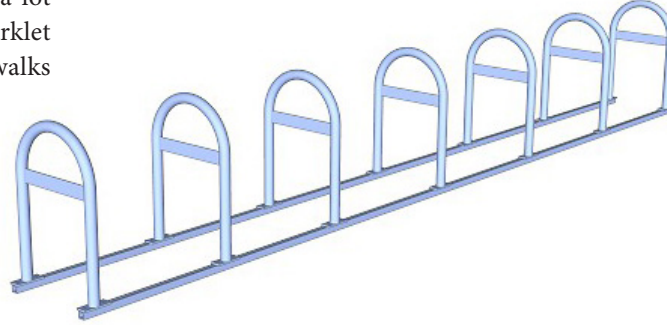
Movable Dining Furniture in Tuscon, AZ



Dining Furniture in Vancouver, BC

BIKE RACKS

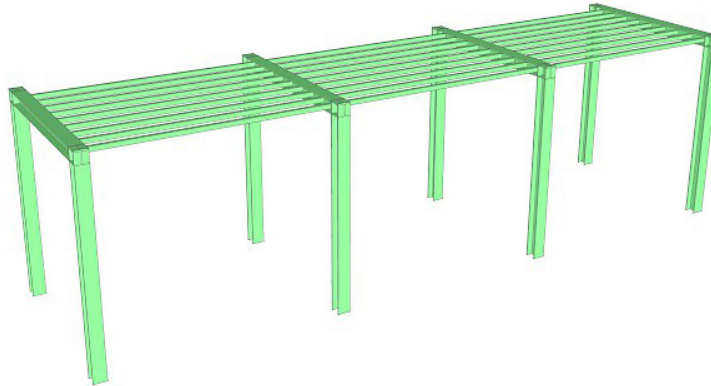
Reclaimed parking spaces are ideal locations for bike parking. Bike racks and bike parking can take up a lot of valuable sidewalk space, so placing them in a parklet setting allows for ample bike parking and keeps sidewalks clear from obstructions.



Bike Parklet in San Francisco, CA

CANOPY STRUCTURES

Canopy structures can provide many functions for parklets, such as overhead cover from elements, places to mount parklet lighting, and vertical structures for climbing plants. Canopy structures are important elements for creating year-round parklets.



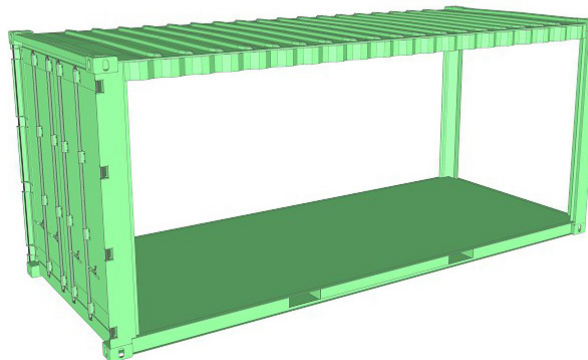
Overhead Canopy in Olympia, WA



Overhead Canopy in
São Paulo, Brazil

SHIPPING CONTAINERS

Shipping containers are a quick way to implement a covered parklet. The parklet surface is also already included, and there is extensive opportunity for customization by removing sides, painting, and adding lighting.



Shipping Container Parklet in Montreal, QC

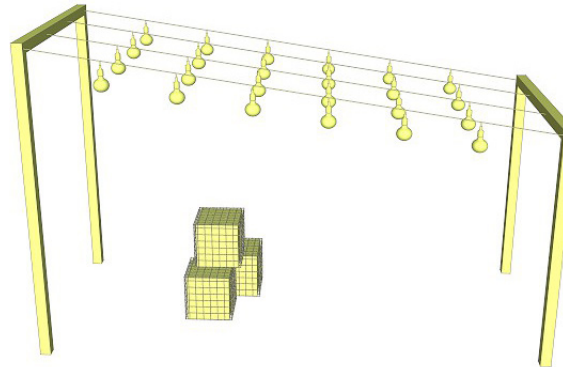
TOOL KIT

LIGHT + HEAT

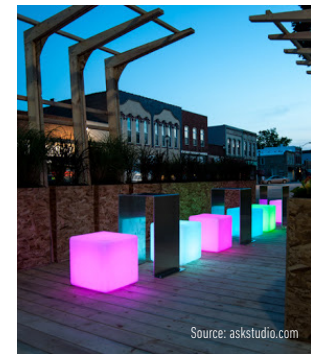
In a city of vibrant summer nights and shorter, chillier days of the spring and fall, light and heat are critical additions to any outdoor space. There are a variety of different solutions for creating light and heat that are achievable for parklet spaces, and enhance the comfort of the spaces throughout the changing seasons from spring to fall.

LIGHT

Outdoor lighting is an important component all year long. Even on the long summer days, people spill out into the public realm in the evenings, when the heat has subsided, and enjoy the coolness of the evenings, and lighting is necessary to prolong the enjoyment of the evenings. On the shorter days of spring and fall, lighting is necessary for much of the late afternoon and evening to provide illumination and ambiance. Outdoor lighting can come in many unique forms, such as overhead string lighting, lit furnishings, or makeshift elements, such as lights in gabion baskets.



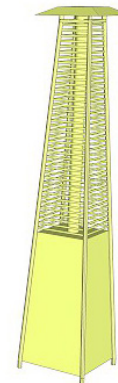
Parklet Lighting in San Diego, CA



Parklet Lighting in Winterset, IA

HEAT

In the cooler months, heat is necessary to provide comfort and encourage people to linger in outdoor spaces. Outdoor patio heaters or fire pits are ways to draw people together in the outdoors and enjoy the beauty of cool evenings. Patio heaters can come in gas or electric options, while fire pits are available in gas, electric, or wood options.



Parklet with Heater in San Francisco, CA



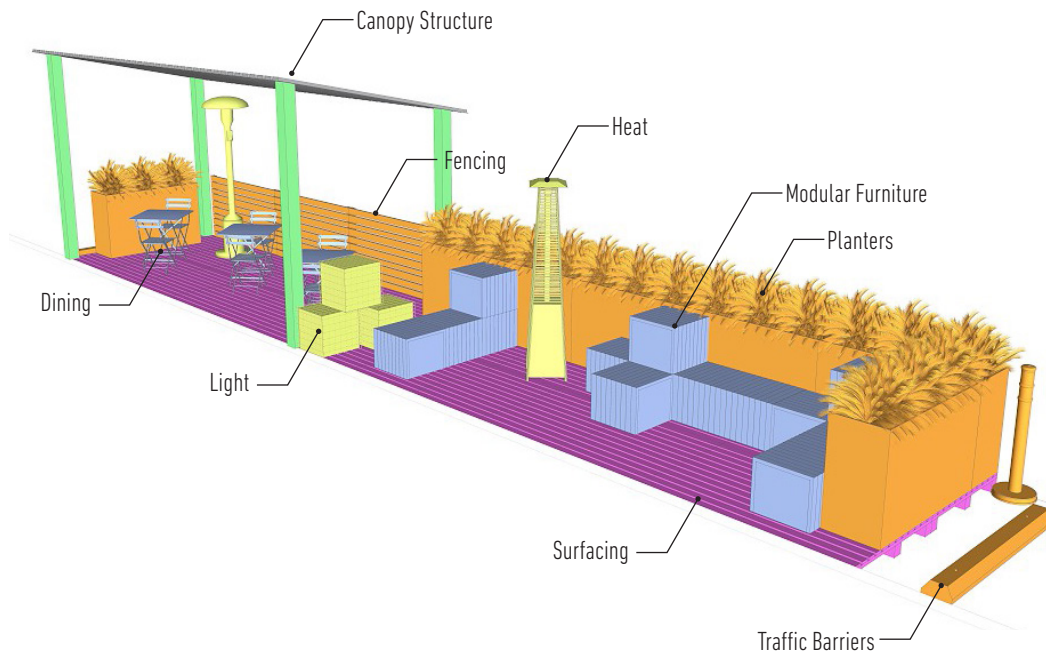
Dining in Edmonton, AB

TOOL KIT

EXAMPLES

PARKLET DINING + LOUNGING

Parklets reclaim space from on-street parking to provide additional space for pedestrians and businesses. Parklets can be set up to provide outdoor space for outdoor dining, drinking, retail, or provide seating and resting areas for the public in general. Components from the toolkit can be used to provide seating, shelter, heating, lighting and other amenities.



IDENTITY + BRANDING

CITY LOOP IDENTITY + BRANDING

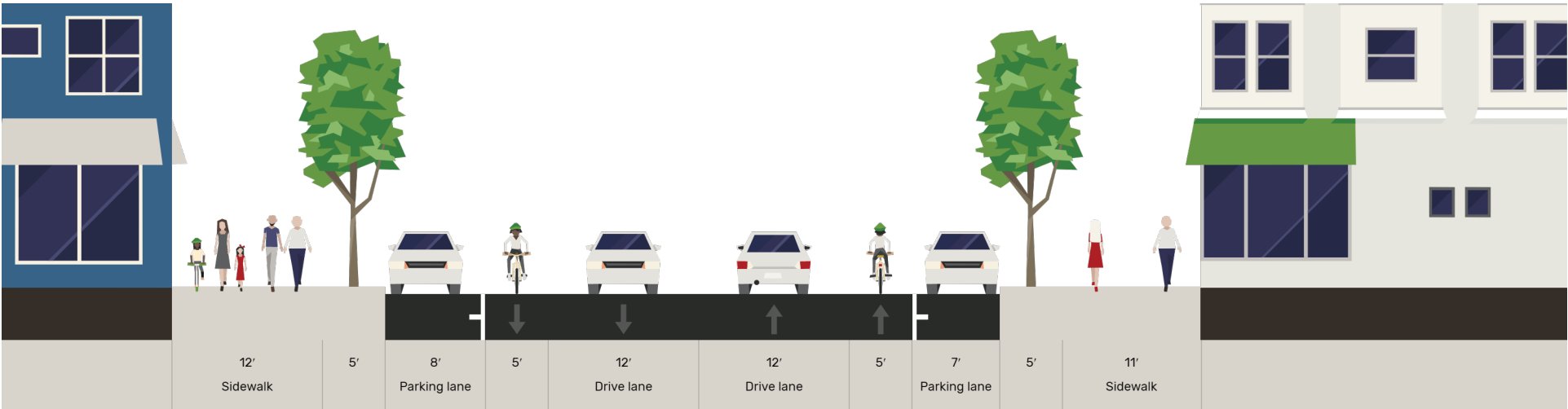
GROUNDING, AUTHENTIC, and TIMELESS - The choices in materials, design elements, and styles should be well balanced and sensible. The design should be simple for easy legibility, but still leave an impression of being in a special place. The users' experience should be that they have arrived somewhere and not just passing through the city. The City of Green Bay has always seen itself as unique and tried to differentiate itself. The City Loop is another feature that the City can highlight in that differentiation. The design of the City Loop will reflect the genuine spirit of the City and will become part of its urban fabric that people will recognize as Green Bay. Urban design and streetscapes can sometimes run through trends and phases that match the fad of the day. The design of the City Loop will be one that passes the test of time and will not be diminished by changes in streetscape fashion. The material choices and furnishings will be durable in construction and will be selected based upon their aesthetic appeal, but also their strength, durability, and quality in their resiliency. The logo shown in this document is intended for illustrative purposes only. All branding located on pavement must be consistent with MUTCD and FHWA Interpretation Letter 3(09)-24(I) – Application of Colored Pavement.



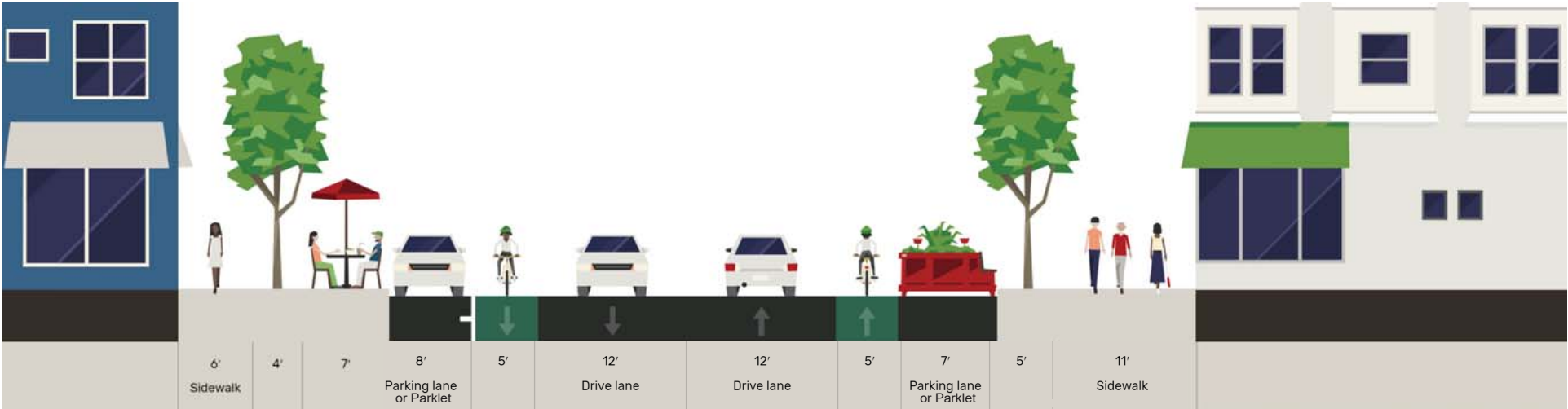
SECTIONS

The following typical sections are intended to show how the elements from the previous sections can be combined to reorganize the street for improved safety and provide attractions that enhance the street life and draw people in.

TYPICAL SECTIONS - BROADWAY



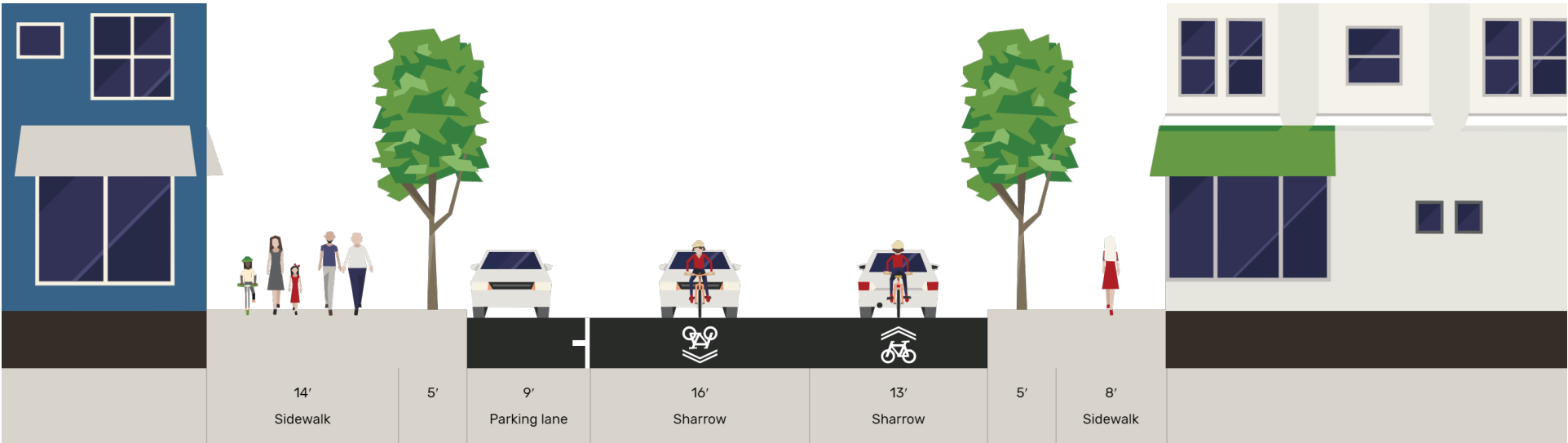
Existing Section (looking north)



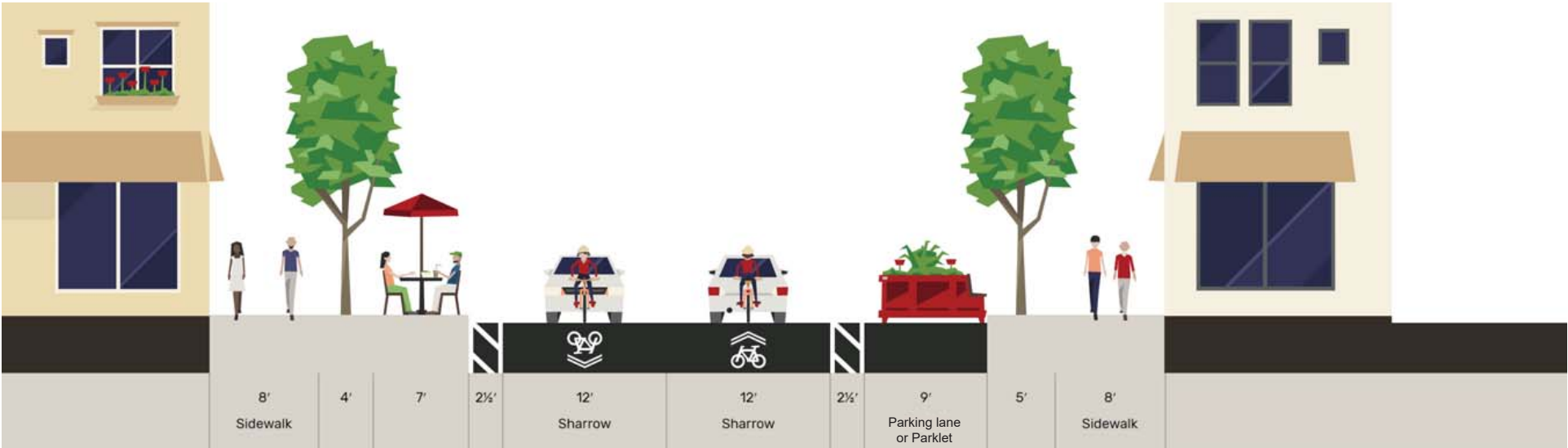
Recommended Section (looking north)

This preliminary concept is for planning purposes only. Field verification, site condition assessments, engineering analysis, and design are necessary prior to implementing recommendations contained herein. All streetscape modifications need to be ADA compliant.

TYPICAL SECTIONS - WASHINGTON STREET



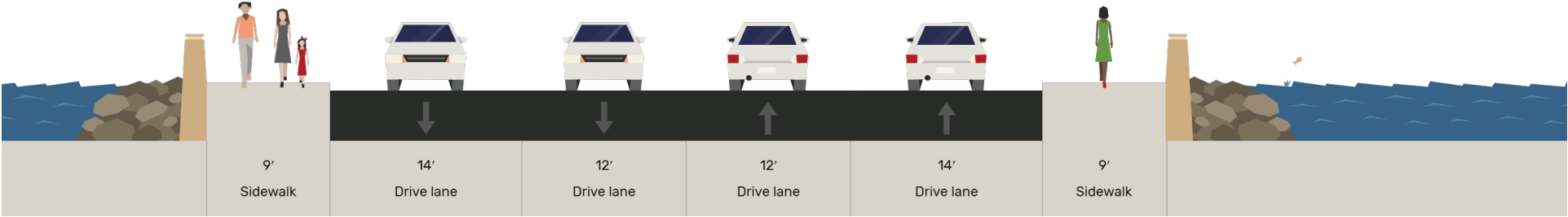
Existing Section (looking north)



Recommended Section (looking north)

This preliminary concept is for planning purposes only. Field verification, site condition assessments, engineering analysis, and design are necessary prior to implementing recommendations contained herein. All streetscape modifications need to be ADA compliant.

TYPICAL SECTIONS - WALNUT STREET



Existing Section (looking west)



Recommended Section (looking west)

This preliminary concept is for planning purposes only. Field verification, site condition assessments, engineering analysis, and design are necessary prior to implementing recommendations contained herein. All streetscape modifications need to be ADA compliant.

TYPICAL SECTIONS - DOUSMAN STREET



Existing Section (looking west)



Recommended Section (looking west)

Concurrence with WisDOT is required for any changes to be considered. This preliminary concept is for planning purposes only. Field verification, site condition assessments, engineering analysis, and design are necessary prior to implementing recommendations contained herein. All streetscape modifications need to be ADA compliant.



Report to the
Economic Development Authority
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

Matt Buchanan, Staff

AGENDA ITEM # S.3

To approve the Downtown Area Parklet Grant program with the amendment the allocation of funds from TID #5 be increased from \$20,000 to \$25,000.

BACKGROUND

Staff proposes the creation of a new Downtown Parklet Grant Program to provide funds of up to \$5,000 to eligible recipients for the reimbursement of parklet construction and installation costs. This program aims to support the downtown business community in the wake of the COVID-19 Pandemic by providing resources to allow for the safe expansion of business operations outdoors and into the public right of way. The program also implements the City's Shared Corridor Vision Report.

The Program, as proposed, would be managed and administered by the City of Green Bay's Department of Community & Economic Development and overseen by the Green Bay Economic Development Authority (EDA). Staff recommends allocating \$20,000 from Tax Increment District (TID) #5 to fund the grant program. Use of funds from TID #5 are restricted within a half mile of the boundaries of that district. The attached grant program policy/application guide outlines additional program requirements and approval processes.

A new Parklet Handbook has also been attached, which will offer public guidance on parklet design standards and permit approval processes. If approved, the grant program and Parklet Handbook would be released for public use later this spring after parklet permit approval processes are finalized.

RECOMMENDATION

To approve the Downtown Area Parklet Grant Program.

FISCAL IMPACT

Staff recommends allocating \$20,000 from Tax Increment District (TID) #5 to fund the parklet grant program.

ATTACHMENTS

1. Downtown Area Parklet Grant Policy and Application Guide
2. Green Bay Parklets Handbook



City of Green Bay Downtown Parklet Grant Program

Application Guide



Department of Community & Economic Development
100 N. Jefferson Street, Room 608
Green Bay, WI 54301
920.448.3400

Program Overview & Purpose

The City of Green Bay's Downtown Parklet Grant Program provides funds of up to \$5,000 to eligible recipients for the reimbursement of parklet construction and installation costs. This program aims to support the downtown business community in the wake of the COVID-19 Pandemic by providing resources to allow for the safe expansion of business operations outdoors and into the public right of way. The program also implements the City's Shared Corridor Vision, which provides design recommendations to make downtown streets more pedestrian friendly, to manage curbside activities, and to activate the corridors during special events and during the social distancing times of COVID-19.



The Program is managed and administered by the City of Green Bay's Department of Community & Economic Development and overseen by the Green Bay Economic Development Authority (EDA). The Program is funded by Tax Increment District (TID) #5, and therefore limits eligibility to parklet projects located within a half mile of the boundaries of that district, as shown in the map on Page 3. Applicants are strongly encouraged to review the City's Parklets Handbook before preparing their application. The handbook may be downloaded at www.greenbaywi.gov/parklets.

Applicant Eligibility

The following entities or individuals operating within a half mile from the boundaries of TID #5 (as shown on the map below) are eligible to apply for a Parklet Grant:

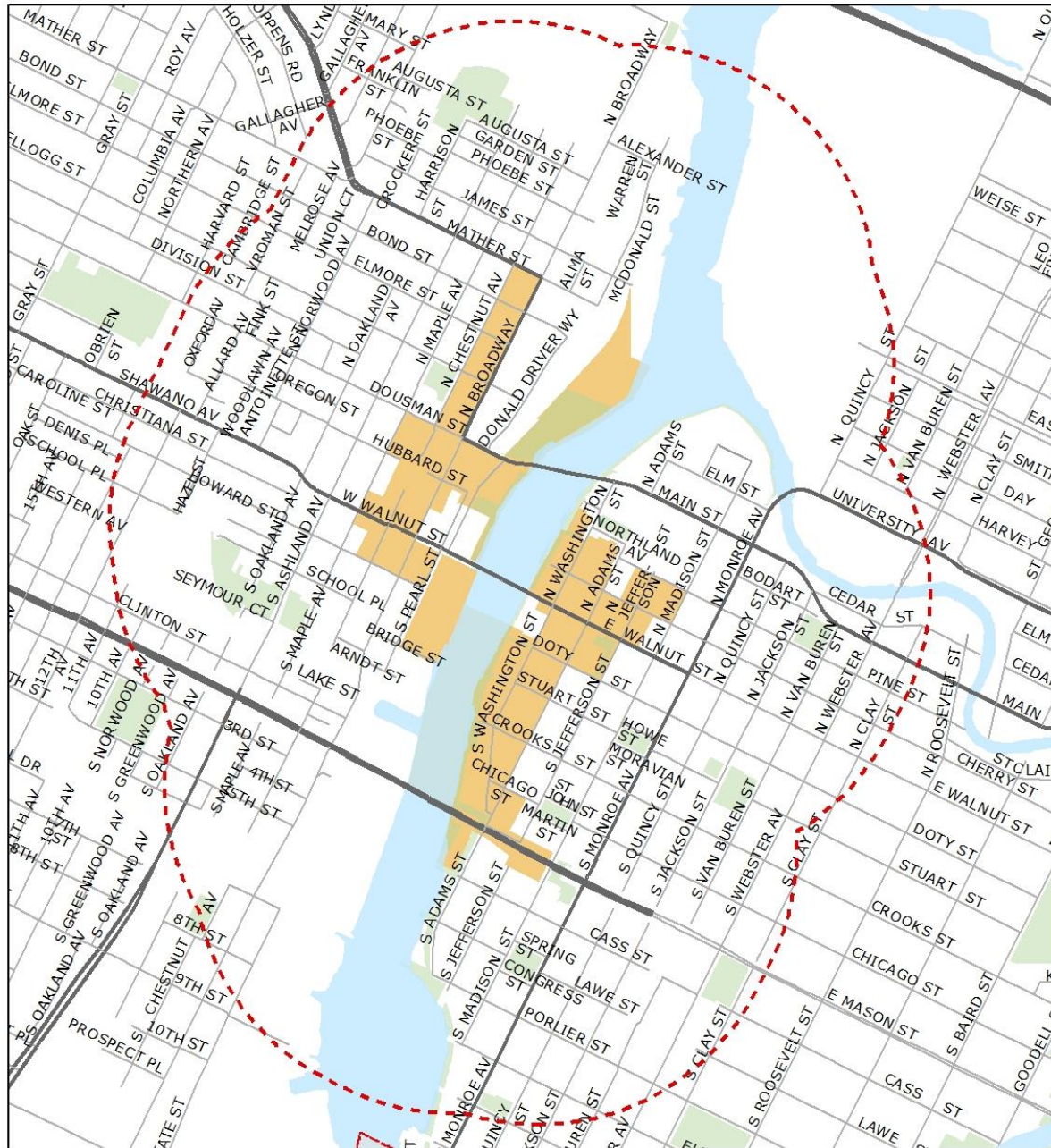
- Commercial property owners
- Business owners
- Non-profit organizations
- Business Improvement Districts (BIDs)

Project Requirements

The parklet being proposed must comply with the technical standards required by City Ordinance 18-20 of the Green Bay Municipal Code (Attachment A). City staff will deny applications that are considered detrimental to the public health, safety, or welfare; or if the proposed location is reserved for another public purpose. Potential applicants are required to meet with City staff before completing their application to discuss the project location and preliminary design considerations.

If the parklet is planned to be used for outdoor dining, the application must include the information required for the Sidewalk Café Permit, which is included as part of the Parklet Permit Application.

The Downtown Parklet Grant Program is funded by Tax Increment District (TID) #5. Therefore, grant funds are limited to projects located within a half mile of the boundaries of TID 5, as shown in the map below.



Use of Funds

The Downtown Parklet Grant Program may issue reimbursement for the following eligible costs:

- Materials necessary to construct and install a parklet, such as:
 - Lumber/plywood
 - Composite decking and other materials for flooring
 - Railing/fencing
 - Object Markers, soft-hit posts, signs and barriers meant to increase the visibility of parklets to drivers and cyclists.
 - Paints and stains
 - Materials to construct built-in seating and tables
 - Canopies and shade structures
 - Bike racks
 - Plants and planting materials
 - Lighting
 - Solar panels
 - Other materials as approved by EDA
- Contracted labor costs necessary for parklet construction and installation
- Permits and licensing fees
- Delivery/shipping costs for materials

Grant Application Scoring Criteria

City staff will utilize the following scoring criteria when reviewing applications and making grant approval recommendations to EDA:

- **Safety** – The proposal strongly considers the safety of parklet users, pedestrians, and other roadway users. City staff will deny proposals that are considered detrimental to the public health, safety, or welfare.
- **Economic Impact** – The project expands the operations of a business and creates opportunities for economic growth in the downtown. There is strong potential that the project will influence a ripple effect and promote others to invest in their business or property.
- **Sustainability and Permanence** – The parklet is constructed of high-quality, durable materials that are easy to maintain and ensure the structure will have lasting value.
- **Placemaking and Activation** - The proposal creates a unique sense of place and offers multiple amenities that provide comfort to parklet users. The parklet's location demonstrates it is likely to be well used and active.
- **Aesthetic Quality** - The proposal's design is visually appealing through appropriate use of materials, colors, plantings, or other elements that enhance the streetscape and complement neighboring properties.
- **Applicant Capability** – The proposal may be reasonably accomplished. The construction and installation work will be conducted by qualified professionals. The parklet will be used and

managed by a business/organization that is in good standing without significant community complaints, violations, or citations.

Application Approval Process & Timeline

To be considered for the first review period, applications must be submitted by April 21, 2021. If funds are still available after the first funding round, a second round will be offered with an application review period due date of May 26, 2021. Subsequent rounds/application due dates may be released if funds are available. The following steps are required as part of the application approval process.

1. Potential applicants are required to meet with City staff before completing their application to discuss the project location and preliminary design considerations. Meetings may be held in person at the proposed location of the parklet, or virtually via Zoom or Microsoft Teams. To schedule a meeting, please contact Matt Buchanan at 920-448-3396 or email matthew.buchanan@greenbaywi.gov.
2. Applicants must submit a completed Downtown Parklet Grant application form, Parklet Permit Application Form, site plan, and detailed cost estimates to matthew.buchanan@greenbaywi.gov.
3. Complete applications will be reviewed and scored by City staff from the departments of Public Works and Community & Economic Development. Staff will make a recommendation on approval to the Green Bay Economic Development Authority (EDA).
4. The EDA will consider applications at their next scheduled public meeting and will vote to approve or deny. EDA typically meets the first Monday every month at 5:00 PM.
5. If approved, City staff will prepare a grant agreement, and once executed the project may proceed.
6. Parklets must be constructed and installed within one year of the EDA approval date. Longer timelines may be considered in case of extenuating circumstances. Requests to extend an approved timeline must be requested in writing to City staff. The request must include a revised timeline and explanation for delays.

Project Reimbursement Guidelines

Grants may fund up to 80% of approved project costs. Maximum funding levels are determined on a case-by-case basis but will not generally exceed \$5,000.

Grant funds will be provided in the form of reimbursement. Reimbursements may be issued once the grant recipient meets the following conditions:

1. Parklet is fully constructed and installed before the agreed-upon completion date as defined by the grant agreement.
2. Parklet complies with all applicable local, state, and federal policies, procedures, or laws.
3. Grant recipient or their contractor submits paid receipts of eligible expenses.

Downtown Parklet Grant Application Form

A. Applicant Information	
Applicant (business/organization name):	
Contact Person Name:	Address:
City/State/Zip:	
Phone:	Email:
Businesses Impacted:	

[illegible]

C. Summary of Proposed Grant-Eligible Costs	
Proposed Material (attach product information including brand, model, etc.)	Cost Estimate (attach estimate from contractor/supplier)
Materials Total:	
Proposed Labor for Construction and Installation	Cost Estimate (attach estimate from contractor)
Labor Total:	
Other Proposed Costs (permits, licensing, etc.)	Cost Estimate (attach cost documentation as necessary)
Other Proposed Costs Total:	

D. Total Eligible Costs Summary	
Total eligible costs (must equal totals of Table C):	
Grant amount requested (must not exceed 80% of total eligible costs):	
Applicant cost share (must reach 20% of total eligible costs):	

E. Summary of Ineligible Costs covered by Applicant	
Proposed Ineligible Costs (storage expenses, removable furniture, games)	Cost Estimate (documentation not required)
Total:	

Application Checklist

The following materials must be submitted to the City as part of a complete grant application packet.

- ☐ Downtown Parklet Grant Application Form
- ☐ Parklet Permit Application Form
(including information on liability insurance and applicable sidewalk café licensing)
- ☐ Parklet site plan
- ☐ Cost estimate for parklet construction and installation, including a line-item list of proposed materials. Images and brand/model information for proposed materials is required.

Certification

The undersigned hereby certifies to the best of his/her/their knowledge and belief that the information contained in this Application and any exhibits or attachments hereto is true and complete and accurately describes the proposed project. I understand that the Economic Development Authority of the City of Green Bay has the right to verify this information and will be in contact with those individuals and institutions involved in the proposed project. False information, in addition to disqualifying me from any further consideration for financial assistance, may also subject me to litigation to recover the City's expenses related to reviewing this application and/or the costs to collect granted funds. I understand that the Economic Development Authority of the City of Green Bay may release information for public purposes regarding the project, excluding any confidential financial information.

Applicant Name (Print):

Title:

Applicant Company/Organization Name (Print):

Applicant Signature: _____

Date:

GENERAL ORDINANCE NO. 18-20

**AN ORDINANCE
CREATING SECTION 6.158
GREEN BAY MUNICIPAL CODE,
RELATING TO PARKLET PERMITS**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 6.158, Green Bay Municipal Code, is hereby created to read:

6.158 PARKLET PERMIT.

(1) DEFINITIONS.

(a) Parklet. A temporary extension of the terrace area into the parking lane of a public street which provides additional space for amenities, including, but not limited to, seating, dining, bike racks, and/or landscaping. A Parklet may occupy up to two (2) parking spaces or parking space equivalent units.

(b) Parking Space. A designated area between the travel lane of a street and the face of curb, marked by the City of Green Bay Department of Public Works, and dedicated solely for use as automobile parking.

(c) Parking Space Equivalent Unit. An unmarked area located between the travel lane of a street and the face of curb, measuring eight (8) feet perpendicular from the curb face by twenty (20) feet parallel to the curb face.

(2) PERMIT REQUIRED. No person shall operate a Parklet without first obtaining a permit under this section. The Parklet permit shall be valid to occupy the Parking Space(s) or Parking Space Equivalent Unit(s) between the dates of May 1 through October 31, inclusive, annually.

(3) TECHNICAL STANDARDS. Parklets shall conform to the following technical standards:

(a) The Parklet shall provide for unimpeded and ADA-complaint pedestrian access to the sidewalk.

(b) The Parklet shall maintain drainage of storm water in curb line without impediment.

- (c) The finished surface of the parklet shall be flush with the top of curb within one-half (1/2) inch in vertical difference.
- (d) The Parklet shall not prohibit access to utilities located within the public right-of-way, and must be able to be removed upon 72-hour notice to provide access to utilities, if requested.
- (e) The Parklet owner shall be responsible for maintenance within the Parklet area, including garbage collection.
- (f) Reflective soft-hit posts shall be installed on each corner of the Parklet.
- (g) The outside, traffic-facing edge of the Parklet shall be protected by Manual of Uniform Traffic Control Devices-compliant object markers.
- (h) If the Parklet is to be used as a Sidewalk Café, as defined under Section 6.155, GBMC, applicant must also obtain a Sidewalk Café permit.
- (i) Parklet applicant shall be required to provide a Certificate of Insurance, listing the City of Green Bay as an additional insured, for the classifications and limits established by the City of Green Bay Risk Management Department.

(4) APPLICATION. Priority consideration will be given to applications submitted between the dates of November 1 and February 1. The Department of Public Works will consider all submitted applications between February 15 and May 1 of any given year, unless the Department of Public Works grants an extension due to issues raised during the application process. Applications submitted outside this time window will be reviewed on an as-submitted basis.

(5) FEE. The fee for a Parklet permit shall be \$200.00 for permits issued in 2020, and thereafter shall be established by resolution, at a rate of not less than \$200.00.

(6) DURATION OF PERMIT. A Parklet permit shall be valid throughout the period of three (3) calendar years, beginning on the date of issuance. The Parklet permit is non-transferrable without the written consent of the Director of the Department of Public Works.

(7) APPEAL PROCEDURE. Any person aggrieved may appeal the denial or revocation of a Parklet permit to the Improvement and Services Committee. The applicant shall file written notice of appeal with the City Clerk within seven (7) days after receiving notice of the denial. After obtaining receipt of the appeal, the Committee shall place the matter on the soonest Improvement and Services Committee agenda practicable for review.

(8) DUTIES OF PERMITTEE. A permittee hereunder shall comply with all permit directions and conditions and with all applicable laws and ordinances.

(9) REVOCATION OR SUSPENSION OF PERMIT.

(a) The Director of Public Works may revoke a Parklet permit if they determine that the permittee has violated the Technical Standards contained herein; if they determine that occupancy of the parklet is detrimental to the public health, safety, or welfare; or if the right-of-way subject to such permit is required for some other public purpose.

(b) The Director of the Department of Public Works may revoke a Parklet permit if the applicant has misrepresented or provided false information in the application.



Green Bay Parklets Handbook

The Parklet program was created by the City of Green Bay. Thanks to ISG for the donation of their service to complete this handbook.



Image Credit

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Back Cover: “Spring Street Parklets” by ladotpeoplest is licensed with CC BY-ND 2.0.

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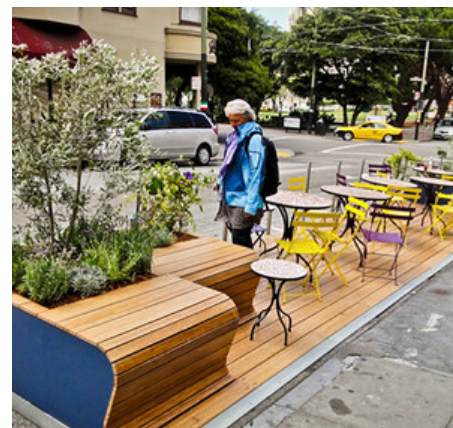
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Introduction

WHAT ARE PARKLETS?

A parklet is a constructed platform that repurposes curbside parking spaces for expanded pedestrian use. Most parklets have a distinctive design that incorporates seating, greenery, bike racks, and other amenities to accommodate an unmet demand for pedestrian space along active corridors. Images in this handbook are inspiration from national precedents. Green Bay parklet designs must meet local ordinances and should be crafted of materials safe and accessible for the local context. Parklet applicants are encouraged to meet with permitting staff before beginning parklet design and construction.

Parklets can facilitate uses such as outdoor dining spaces, public seating areas, and activity spaces, and can be licensed by applying for a 'Class B license' under the City's Sidewalk café permit (Ord. No. 11-17).



WHERE CAN A PARKLET BE LOCATED?

Parklets may be located within the parking lane of a street and in Green Bay may occupy an area no larger than two (2) parking spaces. Parklets are generally located in areas that demonstrate a high-level of pedestrian activity and/or where narrow and congested sidewalks prevent installation of traditional sidewalk cafes. Parklets should be located in areas with vehicle speed limits of 25 mph or less. To confirm if a proposed parklet location is appropriate, please contact the Department of Public Works at 920.448.3100.

WHEN CAN A PARKLET BE INSTALLED?

The Department of Public Works issues three-year permits for parklets which may only be installed between the dates of May 1 and October 31.



WHO CAN APPLY TO HAVE A PARKLET?

Parklets are often owned and operated by adjacent business owners who would like to provide their customers with additional outdoor dining or seating space. However, anyone may apply to install and operate a parklet, including a Business Improvement District organization or Neighborhood Association.

GOAL: To enhance the pedestrian experience on Green Bay streets and support local businesses without compromising safety, accessibility, or mobility.

Image Credits

Top: "1570 Stockton Street Parklet" (Hosted by International School of Pizza, Tony's Pizza Napoletana)" by sfplanning is licensed with CC BY-SA 2.0.

Bottom: "3868 24th Street Parklet (Hosted by Martha Brothers)" by sfplanning is licensed with CC BY-SA 2.0.

Design Standards

A parklet can be designed for outdoor amenities like seating, landscaping, dining, bicycle parking, and other uses. The parklet area may use up to two (2) on-street parking spaces, or an area equal to those dimensions.

Materials and Components

While creative aesthetics and function are important for outdoor space, safety is essential in the design. Parklets should be constructed with quality materials. The edges that face automobile traffic must incorporate traffic control devices for the safety of all users of the road and public areas. The following items are critical to parklet design, and final approval from the Director of Public Works is required prior to installation.

- A** Provide for unimpeded and ADA-compliant pedestrian access to the sidewalk, and ensure the finished surface is flush with the top of curb (within one-half inch).
- B** Maintain drainage of storm water in curb line without impediment.
- C** Reflective soft-hit posts shall be installed on each corner of the parklet.
- D** The edges of the parklet facing traffic must be protected by a striped Type 3 retroreflective sign object marker.



Images to Left: Object Markers and soft-hit posts are highly visible signs and plastic barriers meant to increase the visibility of parklets for cyclists and drivers. They are required by ordinance to be "Manual of Uniform Traffic Control Devices-compliant". These materials are readily available from local sign suppliers.



Amenity Considerations

SEATING, HEAT, LIGHTING, SHELTER

Providing comfort is essential to creating places where people want to linger. Modular and inexpensive movable furnishings, such as Adirondack chairs, are quick ways to provide flexible furnishing options for parklets. These options allow users to reposition furnishings to sit in the shade, to move them together to accommodate small groups, or to space them apart to allow for distancing.

Canopy structures can provide many functions for parklets, such as overhead cover from elements, places to mount parklet lighting, and vertical structures for climbing plants. Outdoor lighting can come in many unique forms, such as overhead string lighting, lit furnishings, or makeshift elements, such as lights in gabion baskets.

On cold fall evenings, heat is necessary to provide comfort and encourage people to linger in outdoor spaces. Outdoor patio heaters or fire pits are ways to draw people together in the outdoors and enjoy the beauty of evening.

Planned amenities should be included in the application for final approval from the Director of Public Works prior to installation.



City staff contact information

Steven M. Grenier, P.E.

Director of Public Works

City of Green Bay

(920) 448-3097

steven.grenier@greenbaywi.gov

Maintenance

WHEN A PARKLET IS DAMAGED

With parklet use comes regular wear and tear, and possibly damage, to the parklet. The parklet owner is responsible for maintenance within the parklet area, including garbage collection. The parklet owner is also responsible for repairing damage to the parklet.

WHEN A PARKLET MUST BE REMOVED

A permit is issued for three years, and parklets are permitted to be outside from May 1 through October 31 each year. A parklet permit may be revoked if it has violated the technical standards of General Ordinance No. 10-18 of the Green Bay Municipal Code.

Parklets shall not prohibit access to utilities within the right-of-way, and if requested by utility provider, must be removed upon 72-hour notice to provide access to utilities.



Image Credits

Top: "1234 Polk Street Parklet (Hosted by Quetzal Cafe)" by sfplanning is licensed with CC BY-SA 2.0.

Bottom: "Huntington Drive Parklet" by ladotpeoplest is licensed with CC BY-ND 2.0.

Application

- Applications may be filled out online at <https://greenbaywi.gov/dpwdigitalservices>. Applications should include all pertinent materials included in the application checklist.

APPLICATION CHECKLIST

- Parklet Permit Application Form, available online at <https://greenbaywi.gov/dpwdigitalservices>.
- Site plan demonstrating compliance with the technical standards required by General Ordinance No. 18-20 of the Green Bay Municipal Code.
- A certificate of insurance, listing the City of Green Bay as additional insured
- Sidewalk Cafe Permit, if the parklet is planned to be used for outdoor dining. Information for the Sidewalk Cafe Permit may be obtained from Public Works.
- \$200 fee to the City of Green Bay, paid after a Revocable Occupancy Permit is completed by Public Works.

APPROVAL PROCESS

Priority consideration will be given to applications submitted between the dates of November 1 and February 1. The Department of Public Works will consider all submitted applications between February 15 and May 1 of any given year; unless the Department of Public Works grants an extension due to issues raised during the application process. Applications submitted outside this time window will be reviewed on an as-submitted basis.

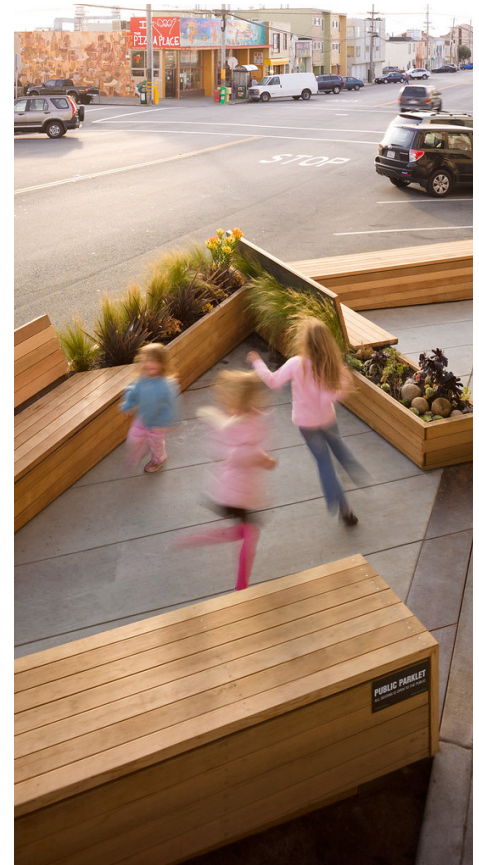
APPEAL PROCESS

Application denials or revocations of a previously approved Parklet Permit may be appealed to the Improvement and Services (I&S) Committee. Appeal requests must be submitted to the City Clerk within seven (7) days after the application denial or permit revocation notice was received.

Image Credits

Top: "Freewheel Parklet" by mark.hogan is licensed with CC BY-SA 2.0.

Bottom: "3876 Noriega Street Parklet (Hosted by Devil's Teeth Baking Company)" by sfplanning is licensed with CC BY-SA 2.0.





Detail Summary of Projects Issued

3/1/2021 to 3/31/2021

Proj #	Address	Owner	Applicant	Fees Paid	Estimated \$	Status
102230	3157 NICOLET DR..22-870	MARY FRANCES & DONALD BENO		\$2,016.10	\$476,707.00	Pending
[1-101 - Residential - New - Single Family House] garage addition with remodel No EC required see file 03/16/21 PERMITS FOR NEW HOME CONSTRUCTION PROCESSED.						
103860	2731 CRESTWOOD SPRINGS CT..6H-4429	BROBERG CONSTRUCTION LLC		\$1,265.56	\$259,200.00	Pending
[1-101 - Residential - New - Single Family House] SINGLE FAMILY, 1-STORY, ATT. GARAGE EC APPROVED 3/22/21						
103861	2060 BUCKTHORN TR..6H-4433	DANIEL E & KATHERINE M FLAIG		\$1,288.00	\$288,788.00	Pending
[1-101 - Residential - New - Single Family House] SINGLE FAMILY, 1-STORY, ATT. GARAGE EC APPROVED 3/22/21						
103874	535 LA COUNT RD..6H-4346	NYLA G & BRAD T QUINN		\$1,453.92	\$600,000.00	Pending
[1-101 - Residential - New - Single Family House] SINGL FAMILY ,1-STORY ,ATT. GARAGE EC APPROVED 3/19/21						
103909	526 GREENSTONE CT..21-8020	JUNE J & CHRISTOPHER J JANDRIN		\$1,413.32	\$325,000.00	Pending
[1-101 - Residential - New - Single Family House] 1-STORY SINGLE FAMILY HOME W/ATTACHED GARAGE. EC approved 3/17/21						
103937	3541 GLEN OAKS PS..22-2005	CRI DEVELOPMENT LLC		\$1,272.84	\$275,000.00	Pending
[1-101 - Residential - New - Single Family House] NEW SINGLE FAMILY HOUSE, ONE STORY WITH ATTACHED GARAGE EC approval 3/29/21						
103938	2875 SUSSEX RD..22-1981	TJDM LLC		\$1,276.20	\$290,000.00	Pending
[1-101 - Residential - New - Single Family House] 1-STORY NEW SINGLE FAMILY HOME W/ ATTACHED GARAGE EC approval 3/29/21						
103762	1267 THORNDAL ST..1-2187	MICHAEL P LARKIN		\$722.00	\$65,000.00	Pending
[2-434 - Residential - Alteration - 1 -2 Family House] Remodel entire home, Remove load bearing wall between kitchen and living room, add two bedroom in the basement, add two egress windows for the basement bedrooms.						
103774	213 S ASHLAND AV..3-398	MATTHEW & CORDELL BLANK		\$50.00	\$3,000.00	Pending
[2-434 - Residential - Alteration - 1 -2 Family House]						
103822	3154 NICOLET DR..22-882-1	DONALD H & LESLIE S CALDWELL		\$50.00	\$4,995.00	Pending
[2-434 - Residential - Alteration - 1 -2 Family House] Install egress window in basement						
103862	1540 ELLIS ST..19-235	THOMAS J & BARBARA L VANDERMUSS		\$225.00	\$20,000.00	Pending
[2-434 - Residential - Alteration - 1 -2 Family House] Update fixtures, bathroom, kitchen , laundry room. New flooring.						
103870	416 ONTARIO RD..21-68-6	THOMAS M & STACY MB NORMAN		\$263.07	\$16,000.00	Pending
[2-434 - Residential - Alteration - 1 -2 Family House] NoHvac see drag file						
103877	1146 ALPINE DR..21-6410-66	AMY R & MATTHEW J MIKULSKY		\$185.75	\$5,000.00	Pending
[2-434 - Residential - Alteration - 1 -2 Family House] BASEMENT FINISH						
103888	934 DOUSMAN ST..5-446	DEBRA L & CHARLES R HAY		\$180.00	\$3,200.00	Pending
[2-434 - Residential - Alteration - 1 -2 Family House]						
103908	1805 GOBI TR..6H-3211	MICHELLE R & JEFFREY R MULLOY		\$205.00	\$49,000.00	Pending

[2-434 - Residential - Alteration - 1 -2 Family House] interior kitchen remodel

103956 420 VROMAN ST..5-1387 JOSHUA K FLEMING \$50.00 \$200.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] remove non-load bearing wall

103958 1343 WILLOW CREEK PARKWAY..21-7439 JOSEPH E & DANIELLE L HOLMAN \$390.85 \$56,000.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] FAMILY ROOM,BATH, BEDROOM, WORKOUT ROOM, OFFICE,CRAFT ROOM

103966 2520 MANITOWOC RD..23-294 REBECCA A & THOMAS A DEVINE \$50.00 \$6,000.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] REPAIR CORNER OF ATT. GARAGE WERE A CAR HIT IT

103968 316 N ASHLAND AV..5-610 RED PADDLE LLC \$75.00 \$2,000.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] Reinforce beam of house in bsmt. Sister 3 joists. put joists to beam in hangars

103983 890 HUBBARD ST..5-552 MARIA WOJCIK JACQUES \$205.00 \$30,000.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] 3RD FLOOR RECONSTRUCTION

103996 1327 LIBERTY ST..6-1488 SRI PROPERTIES LLC \$205.00 \$3,000.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] Paint, floors, doors, trim, kitchen cabinets, appliances, remove wall separating kitchen and living room and install header, fram in new bedroom

104015 1316 SHAWANO AV..3-1044-C JUSTIN SAVAGE \$155.00 \$5,000.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] Remove 2 walls and frame in headers

104036 616 S IRWIN AV..14-1204 DONALD J & FAYE M VANBECKUM \$175.00 \$4,000.00 Pending

[2-434 - Residential - Alteration - 1 -2 Family House] BATH REMODEL AND WATER DAMAGE REPAIR

103811 2105 SPRINGCREST PL..6H-4331 DOCKRY CHRISTOPHER R & GAIL R REVOCABLE TRUST \$125.00 \$290,000.00 Pending

[4-438 - Residential - Addition - Garage, Carport] ATTACHED GARAGE ADDITION AND DRIVEWAY EXPANSION

103894 632 HARTUNG ST..8-449 JEANETTE WATERMOLEN \$50.00 \$3,800.00 Closed

[4-438 - Residential - Alteration - Garage or carport or Shed] replace 12' of garage wall, install 2'x2' vinyl window - where the owner drove through the back of the garage

103705 875 SHAWANO AV..3-930 RUESCH PROPERTIES LLC \$75.00 \$3,500.00 Pending

[7-1 - Deck, Porch, Patio, Ramp (Residential)] REMOVE AND REBUILD SIDE PORCH

103792 2744 ST. ANTHONY DR..21-5806 CATHERINE WAVRUNEKKORNOWSKI \$100.00 \$20,000.00 Pending

[7-1 - Deck, Porch, Patio, Ramp (Residential)] 18 x 18 DECK

103794 3524 BAY HARBOR DR..22-1996 TRACI DOLSKI \$100.00 \$5,000.00 Pending

[7-1 - Deck, Porch, Patio, Ramp (Residential)]

103810 524 11th AV..2-515 SERRANO ENTERPRISES LLC \$50.00 \$200.00 Pending

[7-1 - Deck, Porch, Patio, Ramp (Residential)] New Rear Porch

103886 438 KRISTY LEE CT..21-8200 JAMES R & CLAUDETTE M SCHABOW \$50.00 \$1,300.00 Pending

[7-1 - Deck, Porch, Patio, Ramp (Residential)] 12' X16' patio

103895 3136 WEST POINT RD..6H-1185-A LEE J GEURTS, ETAL \$100.00 \$33,800.00 Pending

[7-1 - Deck, Porch, Patio, Ramp (Residential)] 20' x 22' composit deck with cable railing. Steps going down to concrete surrounding pool area.

103936 817 COLONIAL AV..2-1149 MELISSA S & CHESTER M CZYZ \$100.00 \$3,500.00 Closed

[7-1 - Deck, Porch, Patio, Ramp (Residential)] 12 ' x 16' deck off the rear of the house

103997 2698 SUSSEX RD..22-1963 CASSANDRA L & AUBREY D LEWISBYERS \$100.00 \$7,000.00 Pending

[7-1 - Deck, Porch, Patio, Ramp (Residential)] POOL DECK

104010	830 CORNELIUS DR..21-1111-D-267	KELLY J & STEVEN R HUNTLEY	\$50.00	\$250.00	Pending
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[7-1 - Deck, Porch, Patio, Ramp (Residential)]

104016	2902 FERNDAL DR..6H-2877	RICHARD E & CHERYL A BELONGEA	\$100.00	\$10,000.00	Pending
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[7-1 - Deck, Porch, Patio, Ramp (Residential)] DECK

104040	1350 HOLIDAY AV..6-1491	TERI ANN M JOHNSON	\$50.00	\$10,000.00	Pending
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[7-1 - Deck, Porch, Patio, Ramp (Residential)] 22 x 28 cement patio and gazebo. Block in an existing window well and cover with concrete.

103922	319 13th AV..3-846	DC TRILOGY LLC	\$50.00	\$20,000.00	Pending
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[9-649 - Demolition - Interior (Residential)] demo only

103019	1137 S OAKLAND AV..1-502	NAVIL J PEREZ	\$50.00	\$3,000.00	Pending
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[11-1 - Garage/Carport/Shed (residential)]

103793	1618 CHICAGO ST..21-2116-26	JOHNATHAN R JEBAVY	\$50.00	\$1,500.00	Pending
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[11-1 - Fence (Residential)] decorative fencing

103798	1634 FIESTA LN..21-460-2-1	CHRISTINE M BERKEN	\$50.00	\$7,230.00	Closed
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[11-1 - Foundation Repair (Residential)] excavate south wall

103799	2786 ST. ANTHONY DR..21-5812	GARY F & AMY J MCDERMID	\$75.00	\$4,000.00	Pending
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[11-1 - Garage/Carport/Shed (residential)] Install a 12'x20' shed in the back yard in the South East corner

103843	1689 FOREST GLEN DR..6-1652	NEAHMIA M & CODY A BRUNNER	\$50.00	\$10,000.00	Pending
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[11-1 - Driveway Replacement and/or Expansion (Residential)] CONCRETE DRIVEWAY EXPANSION AND 280' OF 6' PRIVACY FENCE

103864	3015 BAY VIEW DR..21-1111-D-286	WALTER J & DIANE L DAUMLER	\$50.00	\$4,000.00	Pending
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[11-1 - Garage/Carport/Shed (residential)] 12 x 12 Shed

103867	1270 MARIAN LN..1-2066	AMBER N MILLER	\$50.00	\$4,000.00	Pending
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[11-1 - Garage/Carport/Shed (residential)]

103871	993 HICKORY HILL DR..1-1473	MELODY EMERSON	\$50.00	\$3,373.00	Pending
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[11-1 - Fence (Residential)]

103879	445 MCAULIFFE HEIGHTS TR..21-8190	TODD J & AMY M DEQUAINE	\$50.00	\$3,188.00	Pending
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[11-1 - Fence (Residential)]

103884	1447 CROOKS ST..17-887	MIKE HIGGINS	\$50.00	\$1,500.00	Pending
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[11-1 - Fence (Residential)] Run the fence from the corner of the house and the back to the fence that joins the back of the property

103885	1128 DIVISION ST..5-1351-A	THERESA J PAGEL	\$50.00	\$4,798.42	Pending
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[11-1 - Fence (Residential)] new fence on the North and East side of the property

103906	2756 NEWBERRY AV..21-4440	TAMMY J & PATRICK M ARMIJO	\$50.00	\$4,017.00	Pending
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[11-1 - Garage/Carport/Shed (residential)] 10'x12' SHED

103911	3350 EDINBURGH RD..22-1580	GAIL ANN & ALAN J AUBERT	\$50.00	\$5,225.00	Pending
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[11-1 - Garage/Carport/Shed (residential)] 12'x12' new shed to replace exact footprint of existing shed.

103912	3024 BETH DR..21-6382	JAMES C MCCONNELL	\$50.00	\$6,716.00	Pending
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[11-1 - Fence (Residential)] rear yard fence

103926	317 S MAPLE AV..3-606 [11-1 - Fence (Residential)] 177' 6 ft tall 2 chain link fence.	AMY CAIN	\$50.00	\$5,000.00	Pending
103929	1235 LARK ST..18-729 [11-1 - Fence (Residential)]	STACY M & JESIE M KEPLER	\$50.00	\$2,000.00	Pending
103930	332 BELLEVUE ST..8-819 [11-1 - Foundation Repair (Residential)]	JAMES H & MICHELE A KOEHLER	\$50.00	\$3,970.00	Closed
103932	2777 S LE CAPITAIN CIR..21-4428 [11-1 - Fence (Residential)] 61' FENCING REAR YARD	MARCIA L & TIMOTHY P MEYER	\$50.00	\$2,700.00	Closed
103935	1264 CHICAGO ST..14-1236 [11-1 - Fence (Residential)] chain link fence along the eastern side of the property	IAN R MORIEARTY	\$50.00	\$2,000.00	Closed
103939	1726 GROSS AV..1-2361 [11-1 - Fence (Residential)] 81' of 4' high chain link fence	JENNIFER L FEENEY	\$50.00	\$1,823.00	Closed
103963	1279 RIDGEDALE CT..1-2022 [11-1 - Garage/Carport/Shed (residential)]	CHRISTOPHER A & JENNIFER M SALDANA	\$50.00	\$1,500.00	Pending
103964	1211 IRENE ST..21-1111-P-40 [11-1 - Fence (Residential)] FENCE IN THE BACK YARD	JOSE ANTONIO MARTINEZ BEJAR, ETAL	\$50.00	\$7,000.00	Pending
103965	811 N LOCUST ST..6-1133 [11-1 - Garage/Carport/Shed (residential)] Remove existing garge and slab. Build new garage and slab. Build eaves overhang garage to the North and sepaarate slab underneath.	BENJAMIN E SCHMITZ	\$150.00	\$25,000.00	Pending
103969	2100 HILLSIDE LN..21-822-1-1 [11-1 - Fence (Residential)]	JOSHUA J & AMBER ANN A QUAINANCE	\$50.00	\$7,130.00	Pending
103976	1335 DIVISION ST..5-659-F [11-1 - Driveway Replacement and/or Expansion (Residential)]	TABITHA L PAULS	\$50.00	\$3,450.00	Pending
103979	708 N LOCUST ST..6-1596 [11-1 - Driveway Replacement and/or Expansion (Residential)] New Concrete driveway, with 2 ft expansion on right side, to line up with the service door by front of the garage.	EVANGELINA LOPEZ	\$50.00	\$3,800.00	Pending
103984	1262 STUART ST..14-1309 [11-1 - Fence (Residential)]	JOSHUA L SANDERS	\$50.00	\$4,745.00	Pending
103986	3117 TOBERMORY DR..21-5385 [11-1 - Foundation Repair (Residential)] Foundation Repair - Replace interior drain tile. Check backplaster for cracks. *PAYMENT PROCESS, STILL NEED EC SIGNED AND BLDG PERMIT SIGNED. STATUS IS PENDING AND PERMIT NOT SENT UNTIL SIGNATURES ARE TURNED IN.	SANDRA M WADE	\$50.00	\$14,000.00	Pending
103987	1335 11th AV..1-1582 [11-1 - Fence (Residential)]	MICHAEL J TOMASSETTI	\$50.00	\$1,621.00	Pending
103991	964 BOND ST..5-1283 [11-1 - Foundation Repair (Residential)] Foundation Repair: Install interior drain tile and check backplaser for cracks. Install 18 beams along North and East walls. 03/31/21 - NEED EC FORM	JESSICA A CAMPBELL	\$50.00	\$19,000.00	Pending
103993	805 WILSON AV..18-397 [11-1 - Foundation Repair (Residential)] Replace interior drain tile and check backplaster for cracks. Also, installing 20 2x5 steel beams along the East and South wall. 03/31/21 - EC FORM NEEDED!	WILLIAM J MATT	\$50.00	\$20,000.00	Pending
104012	1130 ALPINE DR..21-6175 [11-1 - Driveway Replacement and/or Expansion (Residential)] Remove and replace concrete driveway and apron.	JUDITH A & GARY L GUTH	\$50.00	\$7,881.00	Pending

104017	327 S QUINCY ST..14-486	JODIE G & GERALD A MEIER	\$50.00	\$3,000.00	Pending
[11-1 - Fence (Residential)] Put 4' picket vinyl fence adjacent to property line in back yard along North and East boundaries					
104018	1426 KATERS DR..6-297	RONALD J & ERICA L PLOG	\$50.00	\$7,000.00	Pending
[11-1 - Fence (Residential)] 220 ft. of 6' tall wood fence and two gates to enclose the rear of the house.					
104019	1316 SAN JOSE PL..3-1268	KEITH J REINHARD	\$50.00	\$2,300.00	Pending
[11-1 - Fence (Residential)] Replace East and West chain link fencing with 6' cedar fencing backyard					
104025	260 SUMAC DR..6H-2577	MATTHEW STIEN	\$50.00	\$4,033.00	Pending
[11-1 - Garage/Carport/Shed (residential)] 10 x 16 shed					
104034	1035 S WEBSTER AV..17-44	BRENT W & CHRISTIE R KROTZER	\$50.00	\$8,500.00	Pending
[11-1 - Fence (Residential)] 4' HIGH DOG EARED FENCE					
104046	563 RUTH ST..21-2475-F-35	MAURICIO AGUILAR MORALES	\$50.00	\$3,000.00	Pending
[11-1 - Fence (Residential)] FENCE					
104049	1700 BIRCHWOOD DR..6-1914	HUNTER W MICHALAK	\$50.00	\$3,000.00	Pending
[11-1 - Fence (Residential)]					
104080	426 ROBERT LN..21-3880	SHARON M & JASON J STEEL	\$50.00	\$8,500.00	Pending
[11-1 - Driveway Replacement and/or Expansion (Residential)] drive way and patio					
104032	332 S MADISON ST..13-114	MELANIE HORKMAN	\$120.00	\$5,100.00	Pending
[30-434 - Commercial - Alteration - Multi-Family of 3 or more units] Rob is working with contractor on repair					
101847	110 S ADAMS ST..12-130-1	TMJ LLC	\$2,468.75	\$503,647.00	Pending
[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping] REMODEL					
102892	2020 ANGIE AV..20-694	MCDONALD LUMBER CO	\$5,050.00	\$811,258.00	Pending
[31-328 - Commercial - New - Other Non-Residential Buildings (barns, storage garages, jails, silos, post offices, animal hospitals, reformatories)] SWB \$5000 *** EC APPROVED 2/22/21					
103254	2001 HOLMGREN WAY..1-1841-B-2	M W D M LLC	\$2,202.95	\$1,000,000.00	Pending
[31-437 - Commercial - Addition - Non-Residence, Non-housekeeping] EC approved 1/26/21					
103294	1330 LIME KILN RD..23-244	JBS GREEN BAY INC	\$3,580.00	\$150,000.00	Pending
[31-437 - Commercial - Addition - Non-Residence, Non-housekeeping]					
103356	520 N BROADWAY , Unit: SUITE 320..5-1757	DDL HOLDINGS LLC	\$1,428.75	\$125,000.00	Pending
[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]					
103358	520 N BROADWAY , Unit: SUITE 120..5-1757	DDL HOLDINGS LLC	\$753.44	\$75,000.00	Pending
[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]					
103684	901 MAIN ST..9-48	GB 901 MAIN LLC	\$1,881.98	\$292,000.00	Pending
[31-437 - Commercial - Addition - Non-Residence, Non-housekeeping]					
103728	1734 MAIN ST..21-2799	DON PEPES LLC	\$1,254.15	\$279,879.00	Pending
[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]					
103770	1912 UNIVERSITY AV..21-2143	MG & KG PROPERTIES LLC	\$140.00	\$600.00	Pending
[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping] RECONNECT ELECTRICAL OUTLET BELOW WINDOW THAT WAS DAMAGED IN CAR ACCIIDENT					
103796	835 S VAN BUREN ST..16-293	SAINT VINCENT HOSPITAL ETAL	\$3,274.50	\$1,934,000.00	Pending

[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]

103812	1279 E MASON ST..14-1252	BEYOND THE LEASH PROPERTIES LLC	\$2,032.80	\$30,000.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping] *WILL BE DROPPING OFF HVAC WHEN PICKING UP PERMIT ON 3/22 OR 3/23- it was emailed, unsigned. Resubmittal is required - PVC 3/23/2021.

103818	419 S WASHINGTON ST..13-20	SECOND WIND AUTO GALLERY LLC	\$3,436.97	\$395,000.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]

103855	333 MAIN ST..11-115	HR GREEN BAY OWNER LLC	\$0.00	\$16,500.00	Closed
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping] SKYLIGHT REPLACEMENT

103863	2920 WALKER DR..21-154-1	BAYCARE AURORA LLC	\$70.00	\$76,000.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]

103866	121 N ADAMS ST ..12-115	NEUFELD ENTERPRISES LLC	\$1,442.00	\$520,000.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping] Remodel for Mangiare

103897	725 VICTORIA ST..21-1342-4	KEMK PROPERTIES LLC	\$370.00	\$11,404.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping] Post construction permit
PERMIT WILL BE FINALIZED MONDAY AND PAYMENT WILL BE MADE ON MONDAY, OK TO SCHEDULE ELECTRICAL INSPECTION FOR MONDAY
WITHOUT PAYMENT YET - PAULVC 3/19/21

103915	2350 E MASON ST..21-126-7	GB EAST TOWN LLC	\$6,799.26	\$0.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping] This is Phase 1 which it locating A3 space on NW corner of building and M tenant spaces on the north wall of the building.

103946	544 ACME ST..21-1200	GREEN BAY DRESSED BEEF LLC	\$3,018.36	\$455,000.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]

103973	130 N ADAMS ST..12-137	FRANKENTHAL BUILDING LLC	\$70.00	\$100,000.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]

103995	501 S FISK ST..6-114	CHARLES A & MARILYN J PERRY	\$120.00	\$25,000.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]

104033	725 S WEBSTER AV..14-852	BELLIN MEMORIAL HOSPITAL	\$360.00	\$43,402.00	Pending
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[31-434 - Commercial - Alteration - Non-Residence, Non-Housekeeping]

103743	1330 LIME KILN RD..23-244	JBS GREEN BAY INC	\$2,020.00	\$401,095.00	Pending
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[33-320 - Commercial - New - Industrial Buildings (factories, machine shops, paper mills, beverage plants, manufacturing plants, printing plants)] JBS - Storage / Processing Warehouse
EC APPROVED 3/25/21

102589	1524 ATKINSON DR..6-18-3	NORTHEAST ASPHALT INC	\$540.25	\$225,000.00	Pending
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[34-1 - Parking Lot - New & Reconstruction (Commercial)] SWB \$5000.00
EC Approved 10/22/20
ISSUED 3/31/21

103797	1860 SHAWANO AV..6-263-1	ST MARYS HOSPITAL MEDICAL CENTER OF GB INC	\$70.00	\$56,109.00	Pending
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[34-1 - Fence (Commercial)] SERVING COMMERCIAL BUSINESS BUT IN A R1 DISTRICT

103808	214-216 S JACKSON ST..14-459	NEIGHBORHOOD HOUSING SERVICES OF GREEN BAY INC	\$70.00	\$15,000.00	Pending
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[34-1 - Siding (Commercial)]

103858	1105 SHAWANO AV..3-215	GREEN BAY AREA PUBLIC SCHOOL DISTRICT LINCOLN	\$140.00	\$260,000.00	Pending
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[34-1 - Roofing (Commercial)] NEW ROOF - working without permit

103859	411 N MONROE AV..11-66	MONROE PLAZA APARTMENTS LLC	\$140.00	\$55,000.00	Pending
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[34-1 - Cell Tower - Alteration to Existing (Commercial)]

103875	1400 S OAKLAND AV..1-1029 [34-1 - Window, Door - Replacement (Commercial)]	KELLY BIGELOW	\$70.00	\$3,000.00	Pending
103876	1404 S OAKLAND AV..1-1030 [34-1 - Window, Door - Replacement (Commercial)]	KELLY BIGELOW	\$70.00	\$3,000.00	Pending
103881	2253 W MASON ST..6H-1088-4-2 [34-328 - Shed, Yard Building (Commercial)] Post consruction permit, no double fee on it.	BAYCARE AURORA LLC	\$70.00	\$7,947.00	Closed
103896	1660 EAST SHORE DR..21-429-16 [34-1 - Roofing (Commercial)] ROOF REPLACE AT BAY BEACH WILDLIFE SANTUARY. OBSERVATION BUILDING	GREEN BAY CITY OF BAY BEACH WILDLIFE CTR	\$0.00	\$44,000.00	Pending
103916	1562 VELD AV..6-42-A [34-649 - Raze- Building or Structure (Commercial)] EC APPROVED 3/17/21	A&B MITCHELL PROPERTIES LLC	\$240.00	\$60,000.00	Pending
103934	1629 MAIN ST..21-2005-3 [34-1 - Cell Tower - Alteration to Existing (Commercial)]	TODD W JEROVETZ	\$70.00	\$125,000.00	Pending
103957	1360 WESTERN AV..3-813-C [34-1 - Roofing (Commercial)] NEW ROOF	L&Y LLC	\$70.00	\$1.00	Closed
103971	1747-1749 OAKDALE AV..21-2304-2-A [34-1 - Siding (Commercial)]	KAPLA ENTERPRISES LLC	\$70.00	\$39,930.00	Pending
104061	430 MAIN ST..11-1 [34-1 - Roofing (Commercial)] ROOF REPLACEMENT	MANOS HOLDINGS GREEN BAY LLC	\$160.00	\$150,000.00	Pending
99512	418 CAMBRIDGE ST..5-1612 [40-1 - Electrical Service - Change (Residential)] NEW PANEL AND METER	JEAN F JANQUART	\$50.00	\$1,500.00	Closed
102906	2740 W MASON ST..6H-1752 [40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)] 3 Ground Mounted Solar Panels	NORTHEAST WISCONSIN TECHNICAL COLLEGE	\$140.00	\$30,000.00	Pending
103290	2061 EASTMAN AV..21-295-9 [40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] REPAIR PERISCOPE	RACHEL J WOLFEMICEK	\$50.00	\$250.00	Pending
103312	1819 MAIN ST..21-1325 [40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)] Only an eletrical and bldg permit needeed. Plans in file. SECURITY GATE-PICK N SAVE	GREEN BAY C LLC	\$70.00	\$2,900.00	Pending
103680	1306 ELMORE ST..5-1664 [40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] EMERGENCY CALL - INSTALLED NEW WEATHER HEAD, RISER, METER BASE AND WIRE AFFIDAVIT LEFT FOR WPS BEING THIS WAS THROUGH THE NIGHT WORK	JAMIE L BERKEN	\$50.00	\$1,070.00	Closed
103806	568 ALROSE ST..21-2282-3-1 [40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] EMERGENCY PANEL REPLACEMENT	DAVID D & SUSAN A TORBENSON	\$50.00	\$2,700.00	Pending
103807	2589 DUNBAR LN..6H-1971 [40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] FIRE AT RESIDENCE - PANEL REPLACEMENT & GROUNDING	GLORY M WAUTLET	\$50.00	\$2,000.00	Closed
103809	1110 S GRANDVIEW RD..21-202-2 [40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] PANEL CHANGEOUT	JAMES K & TONIA M DEROUIN	\$50.00	\$1,000.00	Pending
103816	1434 TRAEGER ST..6-1173	PAUL A HART	\$125.00	\$31,237.00	Pending

[40-1 - Solar Panels - Electric] ROOF MOUNT SOLAR SYSTEM

103842	1640 SHAWANO AV..6-235	1640 SHAWANO AVENUE LLC	\$210.00	\$53,000.00	Closed
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)] ELECTRICAL WORK ASSOCIATED WITH WIRING A GENERATOR					
103849	404 LOMBARDI AV..1-1412-B-4	400 LOMBARDI AVENUE LLC	\$70.00	\$800.00	Pending
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)] INSTALL 200A PANEL, BANK OF 250V OUTLETS FOR COMPUTERS AND EXHAUST FAN/LIGHTING					
103851	1838 SMITH ST..21-2173-3-4	SILVIA MORALES	\$50.00	\$2,650.00	Pending
[40-1 - Electrical Service - Change (Residential)] EMERGENCY DISCONNECT - UPGRADE SERVICE FROM 60AMP TO 100 AMP SERVICE, UNSAFE CONDITIONS BASED ON NOT ENOUGH AMPS					
103868	1133 LOCH DR..6-601	MARK R MONFORT	\$50.00	\$700.00	Pending
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] INSTALL TEMPORARY OUTLETS ON SERVICE PANEL FOR FIRE RESTORATION WORK					
103873	1641 MAIN ST..21-2005-2	K & E LIMITED PARTNERSHIP	\$70.00	\$4,000.00	Closed
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)] SUBPANEL-METER SEPARATION					
103880	1135 SUYDAM ST..17-1050-8	LAUREN M MCELRONE	\$50.00	\$300.00	Closed
[40-1 - Electrical Service - Repair (Residential)] TREE FELL ON POWERLINE, NEED PERISCOPE PUT BACK ON HOUSE. WPS ON SITE AND POWER IS OFF					
103898	3524 BAY HARBOR DR..22-1996	TRACI DOLSKI	\$50.00	\$550.00	Closed
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] INSTALLATION OF EV CIRCUIT AND CHARGING DEVICE					
103910	1724 FARLIN AV..19-404	KATHERINE A KANACK	\$50.00	\$9,500.00	Pending
[40-1 - Solar Panels - Electric] ROOF MOUNTED SOLAR ARRAY SYSTEM					
103913	1620 BOND CT..6-1354	DON E SMITH	\$50.00	\$2,200.00	Pending
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] Demo existing panel. Demo existing meter base. Provide and install (1) 24 circuit, 100 amp main breaker panel. Above ground					
103927	128 S BAIRD ST..14-1392	MATTHEW J & MELISSA M UMENTUM	\$50.00	\$150.00	Pending
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] VERIFY OWNER'S WIRING OF BATHROOM & WASHER					
103931	522 IRENE ST..21-2523-1	TRIPLE R REAL ESTATE LLC	\$50.00	\$1,200.00	Closed
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Residential)] UPDATE DEVICES AND FIXTURES					
103967	563 MASTERS LN..21-4133	ALEXANDER J & AMANDA C SCHEMMEL	\$50.00	\$300.00	Pending
[40-1 - Electrical Service - Change (Residential)] PANEL CHANGE 100 AMP TO 100 AMP					
103974	1074 BIEMERET ST..1-2090	ANNABELLE H NOWICKI LIVING TRUST OF 2003	\$50.00	\$1,900.00	Pending
[40-1 - Electrical Service - Change (Residential)] 60 AMP OVERHEAD TO 100 AMP OVERHEAD SERVICE UPGRADE.					
103978	2422 FORESTVILLE DR..6H-1219-6-2	NEIL & MICHELLE D ANDERSON	\$50.00	\$1,500.00	Pending
[40-1 - Electrical Service - Change (Residential)] SERVICE CHANGE 60 TO 100 AMP					
104011	1759 DEBRA LN..21-820-M-39	BONNIE L & ROBERT E ABRAHAMSON	\$50.00	\$2,089.00	Pending
[40-1 - Electrical Service - Change (Residential)] Replacing 60 Amp overhead service with a 100 amp overhead service. Bringing all grounding and bonding up to code. New Sump pump. laundrv. and furnace circuits. Redoing range circuit.					
104027	314 S MADISON ST..13-111	CASA ALBA MELANIE HISPANIC COM RESC CNTR GB INC	\$70.00	\$1,500.00	Pending
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)] ADDING EXTERIOR RECEPTACLES FOR SECURITY CAMERAS					
104039	744 S WEBSTER AV..14-825	BELLIN MEMORIAL HOSPITAL	\$300.00	\$131,000.00	Pending
[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)]					
104056	895 HINKLE ST..6H-1759	RUSSEL METALS WILLIAMS BAHCALL INC	\$140.00	\$40,000.00	Pending

[40-1 - Electrical Wiring (Misc., Alteration, Repair) (Commercial)] ADDITION OF NEW PANEL FOR NEW EQUIPMENT IN SHOP IN ADDITION TO RUNNING POWER TO EW EQUIPMENT.

103374	1099 SHADOW LN..1-2706	MARQ INVESTMENTS LLC	\$353.67	\$70,000.00	Pending
	[50-1 - Heating Unit Only (Residential)]				
103763	1609 MAIN ST..21-2009	MCDONALDS CORP	\$280.00	\$4,000.00	Closed
	[50-1 - Heating Unit Only (Commercial)] (2) ROOF TOP UNITS				
103786	1746 KIMBALL ST..21-1295-1-4	MERCEDES & MANUEL CABRERA	\$50.00	\$6,800.00	Pending
	[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER				
103787	1260 CASS ST..14-1171	MICHELLE A PIGEON	\$50.00	\$7,171.00	Closed
	[50-1 - Heating Unit Only (Residential)] FURNACE				
103788	3475 CHARLEVOIX CT..21-5792	CRAIG A & LORI M STEINHOFF	\$50.00	\$7,171.00	Closed
	[50-1 - Heating Unit Only (Residential)] FURNACE				
103800	1224 MEACHAM ST..1-1657	MICHAEL S & DARLENE R SCHOEN	\$50.00	\$6,250.00	Closed
	[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER				
103801	1124 S MONROE AV..16-77	JASON S & ELIZABETH J BOCHE	\$50.00	\$10,850.00	Pending
	[50-1 - AC Unit Only (Residential)] AIR CONDITIONER				
103802	3149 FINGER RD..21-5458	TJV INVESTMENTS II LLC	\$50.00	\$6,500.00	Closed
	[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER				
103803	2440 DEER TRAIL..21-4272	PAUL R & NICOLE A KILLIAN	\$50.00	\$6,900.00	Pending
	[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER				
103804	1333 CHICAGO ST..17-397	JEREMIAH LYONS	\$50.00	\$7,800.00	Closed
	[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER				
103814	814 PINE ST..10-43	MANCHESKI L & M FAMILY LTD PARTNERSHIP	\$70.00	\$5,643.00	Closed
	[50-1 - Heating Unit Only (Commercial)] FURNACE - COMMERCIAL				
103817	615 EASTVIEW DR..21-819-39	DEBORAH A & TIMOTHY C HOLDEN	\$50.00	\$4,100.00	Closed
	[50-1 - Heating Unit Only (Residential)] FURNACE				
103823	1108 WINFORD AV..18-1008	PAO P LEE	\$50.00	\$1,900.00	Pending
	[50-1 - Heating Unit Only (Residential)] FURNACE				
103824	1146 ALPINE DR..21-6410-66	AMY R & MATTHEW J MIKULSKY	\$50.00	\$1,500.00	Closed
	[50-1 - Repair/Alter Existing HVAC System (Residential)] DUCT WORK IN BASEMENT				
103825	1234 CHANTEL ST..6-2039	JOHN & MARK STANISLAWSKI	\$50.00	\$5,285.00	Closed
	[50-1 - Heating Unit Only (Residential)] FURNACE				
103826	434 S QUINCY ST..14-395	SHARON L BECKERS	\$50.00	\$10,200.00	Pending
	[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER				
103827	3078 BETH DR..21-7474	OLEE & LEONA M SOUN	\$50.00	\$6,282.00	Closed
	[50-1 - Heating Unit Only (Residential)] FURNACE				
103828	2801 DOE TRAIL..6H-2459	JOHN L BREUNINGER, ETAL	\$50.00	\$12,140.00	Pending
	[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER				

103829	2076 MANITOWOC RD..21-420-10 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER	ANITA M & DALE L MARKS	\$50.00	\$9,102.00	Pending
103830	924 MCDONALD ST..18-454 [50-1 - Heating Unit Only (Commercial)] FURNACE - COMMERCIAL	ST MARYS CEMENT INC (US)	\$70.00	\$4,973.00	Pending
103831	1425 SONATA CT..21-6096 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER *AC NOT BEING INSTALLED UNTIL APR OR MAY 2021	SUSANNE L & KEVIN J KOEHNE	\$50.00	\$14,500.00	Pending
103832	510 HARVEST RD..21-3802 [50-1 - Heating Unit Only (Residential)] BOILER	VICTOR H PATINOMONDRAGON, ETAL	\$50.00	\$8,400.00	Closed
103833	1238 CHANTEL ST..6-2039 [50-1 - Heating Unit Only (Residential)] FURNACE	JOHN & MARK STANISLAWSKI	\$50.00	\$5,284.00	Closed
103834	814 N BROADWAY..5-135 [50-1 - Heating Unit Only (Residential)] BOILER	TERESA A & PATRICK D BORZICK	\$50.00	\$7,700.00	Closed
103835	1135 REDWOOD DR..1-1871 [50-1 - Heating Unit Only (Residential)] FURNACE	MICHAEL & JUDEEN SITES	\$50.00	\$8,780.00	Closed
103836	2408 MANITOWOC RD..21-3293 [50-1 - Heating Unit Only (Residential)] FURNACE	SOUA T & GER YANG	\$50.00	\$5,750.00	Closed
103837	1111 SANDSTONE CT..6H-3830 [50-1 - Heating Unit Only (Residential)] FURNACE	LI PING S YANG	\$50.00	\$4,200.00	Closed
103838	1281 ELMORE ST..5-1333 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER	KATHLEEN & MICHAEL J RILEY	\$50.00	\$10,513.00	Pending
103839	1225 S CHESTNUT AV..1-862 [50-1 - Heating Unit Only (Residential)] FURNACE	MICHAEL W & SAMANTHA L CHENEY	\$50.00	\$4,450.00	Closed
103840	1221 LARK ST..18-1064 [50-1 - Heating Unit Only (Residential)] FURNACE	MANDY L & JASON W DOXTATOR	\$50.00	\$4,400.00	Closed
103854	1375 EMILIE ST..17-556 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER	MELISSA E HELF	\$50.00	\$6,000.00	Pending
103882	862 9th ST..1-189 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER	CARLA J LUEDEMAN	\$50.00	\$8,100.00	Pending
103889	223 CLEVELAND ST..3-1167-B [50-1 - Heating Unit Only (Residential)] BOILER	SUSAN A & PETER D RILEY	\$50.00	\$8,393.00	Closed
103890	1210 DOUSMAN ST..5-650 [50-1 - Heating Unit Only (Residential)] FURNACE	RYAN T PETERS, ETAL	\$50.00	\$4,664.00	Closed
103891	1135 WINFORD AV..18-228 [50-1 - Heating Unit Only (Residential)] FURNACE	ANGEL & CELIA MONTOYA	\$50.00	\$3,604.00	Closed
103892	2460 HE-NIS-RA LN..6H-1882 [50-1 - Heating Unit Only (Residential)] FURNACE	DENNIS J LAWYER	\$50.00	\$3,821.00	Closed
103893	989 W MASON ST..2-37	HARRIS REAL ESTATE HOLDINGS LLC	\$140.00	\$7,852.00	Pending

[50-1 - Heating Unit Only (Commercial)] FURNACE AND AIR CONDITIONER

*PERMIT APP IS FOR FURNACE AND AC (AC TO BE INSTALLED LATER) BUT ONLY SENT \$70, NOTIFIED TO SEND ADDITIONAL \$70 FOR AC

103899	935 WAVERLY PL..1-1361	LARSEN BRUCE K & ANNA M REVOCABLE TRUST	\$50.00	\$9,200.00	Closed
[50-1 - AC Unit Only (Residential)] AIR CONDITIONER					
103900	1351 ROCKDALE ST..6-856	TERRENCE F & MARY K LAPACZ	\$50.00	\$10,847.00	Closed
[50-1 - Heating Unit Only (Residential)] BOILER					
103901	1720 FARLIN AV..19-403	CRESENCIANO GARZA, ETAL	\$50.00	\$4,000.00	Pending
[50-1 - Heating Unit Only (Residential)] FURNACE					
103902	2282 SUNRISE CT..21-820-R-10	JACOB S & SANDRA JOHANEK	\$50.00	\$6,400.00	Pending
[50-1 - AC Unit Only (Residential)] AIR CONDITIONER					
103903	427 S ASHLAND AV..3-905	CLAYTON ROBERTS	\$50.00	\$3,050.00	Closed
[50-1 - Heating Unit Only (Residential)] FURNACE					
103904	1484 DIVISION CIR..6-2961	LINDA C & NYLE C NETA	\$50.00	\$6,050.00	Closed
[50-1 - Heating Unit Only (Residential)] FURNACE					
103905	3411 FINGER RD..21-45-2	SHELLEY R & MATTHEW J DEGRAVE	\$50.00	\$5,900.00	Closed
[50-1 - AC Unit Only (Residential)] AIR CONDITIONER					
103907	121 N ADAMS ST ..12-115	NEUFELD ENTERPRISES LLC	\$0.00	\$42,618.00	Abandoned
[50-1 - AC Unit Only (Commercial)] RTU 7.5 TON THIS PROJECT IS PART OF THE TENANT REMODEL PROJECT AND HAS BEEN MOVED TO PERMIT 103866 - PAULVC 3/18/2021					
103914	3120 S GOTHIC CIR..6H-4147	FIRTHOUSE & SHAHUL AZAD	\$50.00	\$1,800.00	Closed
[50-1 - Heating Unit Only (Residential)] FURNACE					
103917	1139 BROSIG ST..21-132-1	DONNY G & ALICE H FAMILY TRUST & NIEBLER LIVING TRUST	\$70.00	\$6,475.00	Closed
[50-1 - Heating Unit Only (Commercial)] COMM BOILER					
103918	1153 BROSIG ST..21-132-18	DONNY G & ALICE H FAMILY TRUST & NIEBLER LIVING TRUST	\$70.00	\$6,475.00	Closed
[50-1 - Heating Unit Only (Commercial)] COMM BOILER					
103940	1812 12th AV..1-1297-B	JAMES V & CATHERINE J TILOT	\$50.00	\$10,000.00	Pending
[50-1 - Heating Unit Only (Residential)] FURNACE					
103941	1812-1814 12th AV..1-1297-B	JAMES V & CATHERINE J TILOT	\$50.00	\$10,000.00	Pending
[50-1 - Heating Unit Only (Residential)] FURNACE 1814 SIDE					
103942	1710 DOUSMAN ST..6-226-A	WILLIAM V & LINDA J STELZER	\$50.00	\$10,900.00	Pending
[50-1 - Heating Unit Only (Residential)] BOILER					
103943	409 S FISK ST..6-115-1	KENNETH A & MICHAEL K LUBINSKI	\$50.00	\$4,932.00	Closed
[50-1 - Heating Unit Only (Residential)] FURNACE					
103944	2429 MANITOWOC RD..21-3075	BRADLEY J & AMBER L FAUBERT	\$50.00	\$3,050.00	Pending
[50-1 - AC Unit Only (Residential)] AIR CONDITIONER					
103959	2839 ST. ANTHONY DR..21-429-19	DAVID A KING	\$50.00	\$4,100.00	Pending
[50-1 - Heating Unit Only (Residential)] FURNACE					

103960	2750 NICOLET DR..22-1455 [50-1 - Heating Unit Only (Residential)] FURNACE	MARK G BABIARZ	\$50.00	\$3,250.00	Closed
103961	512 LARSCHIED ST..21-2678-25 [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	PATRICIA A FRANCO	\$50.00	\$3,000.00	Closed
103962	1815 EASTMAN AV..21-1188-1 [50-1 - Heating Unit Only (Residential)] FURNACE	MARIA GUADALUPE ARREOLA	\$50.00	\$1,953.00	Pending
103988	1525 S RIDGE RD..1-1405-D [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	LUKE A & LIBBY MARIA LYN GAGNON	\$50.00	\$3,197.00	Pending
103989	973 ROSCOE ST..1-345 [50-1 - Heating Unit Only (Residential)] FURNACE	KURT J & ELLEN T WILKINSON	\$50.00	\$3,850.00	Closed
103990	2640 PECAN ST..21-6238 [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	CHRISTOPHER R BEHM, ETAL	\$50.00	\$4,504.00	Pending
104001	524 HARTUNG ST..8-502 [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	ROBERT A SIMON	\$50.00	\$4,125.00	Pending
104004	1369 VANDERBRAAK ST..21-1677 [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	DANIELLE WITAK, ETAL	\$50.00	\$5,850.00	Pending
104005	304 N PLATTEN ST..5-661-A [50-1 - Heating Unit Only (Residential)] FURNACE	LAWRENCE A & DARLENE M STERCKX	\$50.00	\$6,700.00	Pending
104006	2675 SENECA CT..6H-2318 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER	WILLIAM P GASTY, ETAL	\$50.00	\$14,070.00	Pending
104007	702 NORTHERN AV..18-1450 [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	THOMAS D KAIJALA	\$50.00	\$2,850.00	Pending
104008	1620 CHICAGO ST..21-1277-1 [50-1 - Heating Unit Only (Residential)] FURNACE	ROBERT J ASHTON	\$50.00	\$1,800.00	Pending
104029	1208 OREGON ST..5-676-H [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	KARL KIRSCHLING	\$50.00	\$5,500.00	Pending
104030	1210 OREGON ST..5-676-H [50-1 - AC Unit Only (Residential)] AIR CONDITIONER	KARL KIRSCHLING	\$50.00	\$5,500.00	Pending
104047	2041 MANITOWOC RD..21-1360 [50-1 - Heating Unit Only (Residential)] FURNACE	CHARLES L KAMINECKI	\$50.00	\$3,390.00	Pending
104048	1967 MULBERRY LN..6H-1508-M-35 [50-1 - Heating Unit Only (Residential)] BOILER	JO ANN M & BURL W BOONE	\$50.00	\$9,300.00	Pending
104050	611 AUGUSTA ST..18-488 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER	PAUL W & SUSAN K BARBER	\$50.00	\$11,300.00	Pending
104051	1012 ETHEL AV..18-964 [50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER	JEFFREY D & CHRISTINE M COX	\$50.00	\$10,100.00	Pending
104052	915 S IRWIN AV..17-524-C	STEVE & SUE ELLEN HAAS	\$50.00	\$10,034.00	Pending

[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITONER

104053	1930 RENAISSANCE CT..6H-4063	JEROME A & JAYNE N LAABS	\$50.00	\$10,500.00	Pending
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[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER

104054	1866 FARLIN AV..21-1367	RICHARD ARNOLD	\$50.00	\$6,352.00	Pending
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[50-1 - Heating Unit Only (Residential)] FURNACE

104055	241 N DANZ AV..21-1229-2	TAMMY J & TREVOR L LARENE	\$50.00	\$8,786.00	Pending
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[50-1 - Heating Unit Only (Residential)] BOILER

104072	3063 BETH DR..21-7459	SNOVER DELBERT B & JANICE M JOINT REVOC TRUST	\$50.00	\$8,200.00	Pending
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[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER

104073	338 CONOVER DR..6-2560	PATRICIA A & RONALD L KNABENBAUER	\$50.00	\$6,350.00	Pending
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[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER

104074	1028 LARK ST..18-1198	ANA SANCHEZ SANCHEZ	\$50.00	\$7,200.00	Pending
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[50-1 - Heating and Air Conditioning Units (Residential)] FURNACE AND AIR CONDITIONER

104077	2629 EAST SHORE DR..21-1110-14	THOMAS G DUQUAINE	\$50.00	\$9,282.00	Pending
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[50-1 - Heating Unit Only (Residential)] FURNACE

103134	2231 N QUINCY ST..20-690	GREEN BAY METROPOLITAN SEWERAGE DISTRICT	\$70.00	\$42,000.00	Closed
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[60-1 - Repair/Alter Existing Plumbing System (Residential)] PIPING MODIFICATIONS TO EXISTING ROOF DRAINS AND FIXTURES

103775	128 S BAIRD ST..14-1392	MATTHEW J & MELISSA M UMENTUM	\$100.00	\$5,000.00	Closed
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[60-1 - Repair/Alter Existing Plumbing System (Residential)] REPLACE BROKEN CAST IRON DRAIN PIPING, REPLACE 2 TOILETS & LAVATORIES, REPLACE 1 TUB/SHOWER UNIT.

103795	536 ELIZABETH ST..21-2266-1-1	GREEN BAY DRESSED BEEF LLC	\$30.00	\$2,500.00	Closed
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[60-1 - Sanitary Sewers - Connection/Repair (Commercial)] REPAIR SANITARY LATERAL IN THE STREET

103815	233 IRENE ST..21-2329-2	DANIEL D & PEGGY S ELLINGSON	\$50.00	\$14,207.00	Closed
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[60-1 - Repair/Alter Existing Plumbing System (Residential)] TUB TO SHOWER CONVERSION INCLUDING MIXING VALVE AND TRAP

103852	1655 RANCLAND DR..6-936	SYDNEY R OPDAHL	\$50.00	\$400.00	Closed
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[60-1 - Repair/Alter Existing Plumbing System (Residential)] REPLACING SINK/DRAIN IN LAUNDRY ROOM

103853	1375 EMILIE ST..17-556	MELISSA E HELF	\$30.00	\$2,000.00	Pending
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[60-1 - Water Heater (Residential)] WATER HEATER

103857	504 SARATOGA ST..6-1863-16	JOSHUA W & STEPHANIE L SCHEDLER	\$50.00	\$8,774.00	Closed
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[60-1 - Repair/Alter Existing Plumbing System (Residential)] Bathtub and surround being replaced by a walkin shower and surround, including mixing valve and trap

103872	1615 UNIVERSITY AV..19-347	MARIA & ANTONIO SOTO	\$70.00	\$1,527.00	Closed
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[60-1 - Water Heater (Commercial)] WATER HEATER

103883	1180 ROSCOE ST..1-416-1	DIANE L GREATENS	\$30.00	\$1,450.00	Pending
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[60-1 - Water Heater (Residential)] WATER HEATER

103920	210 MUSEUM PL..4-56	BROWN COUNTY MUSEUM	\$30.00	\$10,000.00	Closed
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[60-1 - Storm Sewers - Connection/Repair (Commercial)] INSTALL NEW STORM SEWER FORCE MAINS FROM NEW LIFT STATION TO NEW DISCHARGE STRUCTURE

103928	2149 LAKESIDE PL..21-929	JAMES G KELLERMANN, ETAL	\$30.00	\$500.00	Pending
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[60-1 - Water Heater (Residential)] WATER HEATER

103952	1185 DIVISION ST..5-867	MARK C & MARY JO SEIDL	\$30.00	\$3,500.00	Pending
[60-1 - Sanitary Sewers - Connection/Repair (Residential)] RELAYING SANITARY SEWER FROM PROPERTY LINE TO THE MAIN IN THE MIDDLE FO THE STREET.					
103953	1651 MAIN ST..21-2543	CAPITAL CREDIT UNION	\$30.00	\$12,000.00	Closed
[60-1 - Sanitary Sewers - Connection/Repair (Commercial)] RELAYING SANITARY SEWER FROM THE BUILDING TO THE PROPERTY LINE					
103970	1095 LANGLADE AV..1-1393-A	ELIZABETH A ELFE	\$50.00	\$1,300.00	Pending
[60-1 - Repair/Alter Existing Plumbing System (Residential)] MISC REPAIRS TO EXISTING PLBG SYSTEM					
103980	2365 REMINGTON RD..21-4067	STEPHANIE & BRANDON VANDEVELDE	\$30.00	\$3,400.00	Pending
[60-1 - Water Heater (Residential)] PV TANK HEATER REPLACED WITH TANKLESS HEATER W/GAS					
103981	2293 9th ST..6H-1269-23	WARREN G & JULIANNE SCHULTZ	\$50.00	\$6,500.00	Pending
[60-1 - Repair/Alter Existing Plumbing System (Residential)] 2ND FLOOR TUB TO SHOWER					
103982	1168 KELLOGG ST..5-1344-F	TERRY A & SUSAN M POSTER	\$50.00	\$7,000.00	Pending
[60-1 - Repair/Alter Existing Plumbing System (Residential)] 1ST FLOOR TUB TO SHOWER					
104000	1953 NEWBERRY AV..21-2312-1	CAROL A SCHAUER	\$50.00	\$8,500.00	Closed
[60-1 - Repair/Alter Existing Plumbing System (Residential)] TUB TO SHOWER CONVERSION					
104013	1198 OREGON ST..5-677-3	KYLES JOHN A SURVIVORS TRUST ETAL	\$30.00	\$1,400.00	Pending
[60-1 - Storm Sewers - Connection/Repair (Redisential)] STUBBING SUMP PUMP LATERAL TO SIDEWALK, FOR NEW STORM SEWER CONNECTION BEING COMPLETED IN 2021.					
104014	832 N HENRY ST..21-2174	SCOTT J & RACHEL A LINDNER	\$30.00	\$2,800.00	Closed
[60-1 - Water Service - Connection/Repair (Residential)] RELAY LEAKY WATER SERVICE. CUSTOMER HAS NO WATER.					
104026	801 N ASHLAND AV..18-570	BARBARA J & ROGER D LAPLANTE	\$50.00	\$1,400.00	Pending
[60-1 - Repair/Alter Existing Plumbing System (Residential)] INSTALL WATERPROOFING SYSTEM INCLUDING A SUMP PUMP					
104041	128 S BROADWAY..3-320	SLCRE LLC	\$30.00	\$1,045.00	Closed
[60-1 - Water Heater (Commercial)] WATER HEATER					
104042	500 DAY ST..7-1	GEORGIA PACIFIC CONSUMER PRODUCTS LP	\$70.00	\$1,153.00	Pending
[60-1 - Repair/Alter Existing Plumbing System (Commercial)] REPLACE EXISTING GALVANIED WATER LINE BACK TO EXISTING GATE VALVE IN THE STORE ROOM. ROUTE NEW DRAIN AND WATER PIPING FROM ONE SIDE OF WALL ON 2ND FLOOR MAINTENANCE PLANNER AREA TO THE OTHER SIDE WHERE THE NEW SINK AND REFRIGERATOR WILL BE LOCATED.					
104043	2610 KATHY DR..22-157-1	THOMAS G & DEBORAH L ALBERS	\$50.00	\$11,000.00	Pending
[60-1 - Repair/Alter Existing Plumbing System (Residential)] 1ST FLOOR TUB TO SHOWER CONVERSION					
104044	328 IRENE ST..21-2680	HARVEY & SHIRLEY H B MOOREN	\$50.00	\$11,200.00	Closed
[60-1 - Repair/Alter Existing Plumbing System (Residential)] BATHTUB AND SURROUND BEING REPLACED BY A WALKIN SHOWER AND SURROUND INCLUDING MIXING VALVE AND TRAP					
104057	1035 S WEBSTER AV..17-44	BRENT W & CHRISTIE R KROTZER	\$0.00	\$5,295.00	Pending
[60-1 - Water Service - Connection/Repair (Residential)] REPLACE LEAD WATER SERVICE					
104058	224 ALLARD AV..5-549	LISA M ANTONISSEN	\$0.00	\$3,600.00	Pending
[60-1 - Water Service - Connection/Repair (Residential)] PRIVATE GALVALIZED SERVICE REPLACEMENT PROGRAM. LEAKING GALVANIZED.					
104069	1239 CROOKS ST..14-1332	JASON & VICKI MAES	\$0.00	\$3,900.00	Pending
[60-1 - Water Service - Connection/Repair (Residential)] PRIVATE GALVANIZED SERVICE REPLACEMENT PROGRAM.					
104070	705 12th AV..2-503	VALERI M KLOIDA	\$0.00	\$3,600.00	Pending

[60-1 - Water Service - Connection/Repair (Residential)] PRIVATE LEAD SERVICE REPLACEMENT PROGRAM.

104071	1268 VANDERBRAAK ST..20-216-2	TED W & MARY E FRANCOIS	\$50.00	\$1,600.00	Pending
[60-1 - Repair/Alter Existing Plumbing System (Residential)] REMOVE TUB & INSTALL SHOWER AND FAUCET					
104075	320 S JACKSON ST..14-476	HARTMAN PAUL A & ANN N REVOCABLE TRUST	\$1,020.00	\$1,200.00	Pending
[60-1 - Storm Sewers - Connection/Repair (Redisential)] STORM SEWER CONNECTION					
104078	314 S JACKSON ST..14-475	JON C & ELAINE M MANNION	\$1,020.00	\$800.00	Pending
[60-1 - Storm Sewers - Connection/Repair (Redisential)] STORM SEWER CONNECTION					
100019	1860 SHAWANO AV..6-263-1	ST MARYS HOSPITAL MEDICAL CENTER OF GB INC	\$146.30	\$44,000.00	Pending
[70-1 - Signs - Permanent] Proposed Monument Signs					
100443	2370 E MASON ST..21-126-8	ENDF3DK LLC	\$264.90	\$80,000.00	Pending
[70-1 - Signs - Permanent] New Sign Package					
102061	1860 SHAWANO AV..6-263-1	ST MARYS HOSPITAL MEDICAL CENTER OF GB INC	\$133.25	\$16,500.00	Pending
[70-1 - Signs - Permanent] Proposed Wall Sign					
103357	1860 SHAWANO AV..6-263-1	ST MARYS HOSPITAL MEDICAL CENTER OF GB INC	\$114.20	\$16,500.00	Pending
[70-1 - Signs - Permanent] Proposed West Wall Sign					
103819	600 N IRWIN AV..8-256	GREEN BAY AREA PUBLIC SCHOOL DISTRICT NICOLET	\$82.09	\$1,200.00	Pending
[70-1 - Signs - Permanent] Wall Sign					
103821	1719 MAIN ST..21-2304	CRA FAMILY LLC	\$166.25	\$15,000.00	Pending
[70-1 - Signs - Permanent] New Wall Sign and Modified Pylon Sign					
103841	2042 MAIN ST, SUITE 102 ..21-1361	IPANEMA GREEN BAY LLC	\$92.82	\$5,500.00	Pending
[70-1 - Signs - Permanent] Proposed Wall Sign					
103856	1156 VELD AV..18-782-E	SAL BS SCRAP METALS ON VELP LLC	\$90.00	\$700.00	Pending
[70-1 - Signs - Permanent] Proposed Temporary Signage					
103950	514 W WALNUT ST..4-223	KWIK TRIP INC	\$30.00	\$200.00	Pending
[70-1 - Signs - Permanent] Temporary Wall Banner					
103951	1489 W MASON ST..6-169	AAM GREEN BAY PLAZA LLC	\$180.40	\$1,170.00	Pending
[70-1 - Signs - Permanent] Sign Installed w/o permit = double fee					

Totals:	263 projects		\$71,350.65	\$13,034,847.42	
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Summary of Projects Issued

3/1/2021 to 3/31/2021

Class of Work	Proj	Site	Plan	Bldg	Elec	HVAC	Plbg	EC	Fees Paid	Estimated Cost
1 Residential - New - Single Family House	7	7	15	7	7	7	7	7	\$9,985.94	\$2,514,695.00
2 Residential - Alteration - 1 -2 Family House	16	0	11	16	11	2	9	0	\$3,186.67	\$272,395.00
4 Residential - Addition - Garage, Carport	1	0	1	1	1	0	0	0	\$125.00	\$290,000.00
4 Residential - Alteration - Garage or carport or Shed	1	0	0	1	0	0	0	0	\$50.00	\$3,800.00
7 Deck, Porch, Patio, Ramp (Residential)	11	6	7	11	0	0	0	0	\$875.00	\$94,550.00
9 Demolition - Interior (Residential)	1	0	0	1	0	0	0	0	\$50.00	\$20,000.00
11 Driveway Replacement and/or Expansion (Residential)	5	0	0	5	0	0	0	0	\$250.00	\$33,631.00
11 Fence (Residential)	21	0	0	21	0	0	0	0	\$1,050.00	\$81,894.42
11 Foundation Repair (Residential)	5	0	0	5	0	0	0	0	\$250.00	\$64,200.00
11 Garage/Carport/Shed (residential)	9	2	1	9	1	0	0	0	\$575.00	\$54,775.00
30 Commercial - Alteration - Multi-Family of 3 or more units	1	0	0	1	0	0	0	0	\$120.00	\$5,100.00
31 Commercial - Addition - Non-Residence, Non-housekeeping	3	1	5	3	3	3	2	1	\$7,664.93	\$1,442,000.00
31 Commercial - Alteration - Non-Residence, Non-Housekeeping	17	0	19	17	13	10	11	0	\$27,038.98	\$4,590,432.00
31 Commercial - New - Other Non-Residential Buildings (barns, storage garages, jails, silos, post offices, animal hospitals, reformatories)	1	1	5	1	1	1	1	1	\$5,050.00	\$811,258.00
33 Commercial - New - Industrial Buildings (factories, machine shops, paper mills, beverage plants, manufacturing plants, printing plants)	1	1	2	1	1	1	0	1	\$2,020.00	\$401,095.00
34 Cell Tower - Alteration to Existing (Commercial)	2	0	0	2	1	0	0	0	\$210.00	\$180,000.00
34 Fence (Commercial)	1	0	0	1	0	0	0	0	\$70.00	\$56,109.00
34 Parking Lot - New & Reconstruction (Commercial)	1	1	1	1	1	0	1	1	\$540.25	\$225,000.00
34 Raze- Building or Structure (Commercial)	1	0	1	1	0	0	1	1	\$240.00	\$60,000.00
34 Roofing (Commercial)	4	0	0	4	0	0	0	0	\$370.00	\$454,001.00
34 Shed, Yard Building (Commercial)	1	0	0	1	0	0	0	0	\$70.00	\$7,947.00
34 Siding (Commercial)	2	0	0	2	0	0	0	0	\$140.00	\$54,930.00
34 Window, Door - Replacement (Commercial)	2	0	0	2	0	0	0	0	\$140.00	\$6,000.00
40 Electrical Service - Change (Residential)	6	0	0	0	6	0	0	0	\$300.00	\$9,939.00
40 Electrical Service - Repair (Residential)	1	0	0	0	1	0	0	0	\$50.00	\$300.00
40 Electrical Wiring (Misc., Alteration, Repair) (Commercial)	8	0	0	0	8	0	0	0	\$1,070.00	\$263,200.00
40 Electrical Wiring (Misc., Alteration, Repair) (Residential)	10	0	0	0	10	0	0	0	\$500.00	\$11,820.00
40 Solar Panels - Electric	2	0	1	1	2	0	0	0	\$175.00	\$40,737.00
50 AC Unit Only (Commercial)	1	0	0	0	0	1	0	0	\$0.00	\$42,618.00
50 AC Unit Only (Residential)	13	0	0	0	0	13	0	0	\$650.00	\$69,926.00
50 Heating and Air Conditioning Units (Residential)	20	0	0	0	0	20	0	0	\$1,000.00	\$182,559.00
50 Heating Unit Only (Commercial)	6	0	0	0	0	6	0	0	\$700.00	\$35,418.00
50 Heating Unit Only (Residential)	39	0	1	1	1	39	1	0	\$2,253.67	\$291,697.00
50 Repair/Alter Existing HVAC System (Residential)	1	0	0	0	0	1	0	0	\$50.00	\$1,500.00

60 Repair/Alter Existing Plumbing System (Commercial)	1	0	0	0	0	0	1	0	\$70.00	\$1,153.00
60 Repair/Alter Existing Plumbing System (Residential)	13	0	0	0	0	0	13	0	\$720.00	\$118,881.00
60 Sanitary Sewers - Connection/Repair (Commercial)	2	0	0	0	0	0	2	0	\$60.00	\$14,500.00
60 Sanitary Sewers - Connection/Repair (Residential)	1	0	0	0	0	0	1	0	\$30.00	\$3,500.00
60 Storm Sewers - Connection/Repair (Commercial)	1	0	0	0	0	0	1	0	\$30.00	\$10,000.00
60 Storm Sewers - Connection/Repair (Residential)	3	0	0	0	0	0	3	0	\$2,070.00	\$3,400.00
60 Water Heater (Commercial)	2	0	0	0	0	0	2	0	\$100.00	\$2,572.00
60 Water Heater (Residential)	4	0	0	0	0	0	4	0	\$120.00	\$7,350.00
60 Water Service - Connection/Repair (Residential)	5	0	0	0	0	0	5	0	\$30.00	\$19,195.00
70 Signs - Permanent	10	8	0	10	0	0	0	0	\$1,300.21	\$180,770.00
Totals:	263	27	70	126	68	104	65	12	\$71,350.65	\$13,034,847.42



MUNICIPAL COURT MONTHLY FINANCIAL REPORT

County Name Brown		County Code Number 05		Report for Month/Year March 2021	
Municipal Name Green Bay Municipal Court		Municipal Code Number 231		Telephone Number 920-448-3131	
I. MUNICIPAL COURT OFFICIAL	Total Amount Collected	Share to be retained by Municipality	Share to be sent to County	Share to be sent to State	
1. Forfeitures for Municipal Ordinance Violations (Except for Municipal Ordinances in Conformity with Ch 348, Stats.)	\$ 100,881.31	\$ 100,881.31			
Adjustment (if applicable)	\$.00	\$.00			
2. Municipal Court Costs (Chapter 814, Subchapter II, s. 814.65, Stats.)	\$ 41,344.41	\$ 35,752.93		\$ 5,591.48	
Adjustment (if applicable)	\$.00	\$.00		\$.00	
3. Penalty Surcharges (s. 757.05, Stats.)	\$ 25,581.30			\$ 25,581.30	
Adjustment (if applicable)	\$.00			\$.00	
4. County Jail Surcharges (s. 302.46(1)(a), Stats.)	\$ 11,056.30		\$ 11,056.30		
Adjustment (if applicable)	\$.00		\$.00		
5. Driver Improvement Surcharges (s. 346.655, Stats.)	\$ 13,425.09		\$ 6,626.00	\$ 6,799.09	
Adjustment (if applicable)	\$.00		\$.00	\$.00	
6. Crime Lab and Drug Enforcement Surcharges (s. 165.755(4), Stats.)	\$ 14,249.53			\$ 14,249.53	
Adjustment (if applicable)	\$.00			\$.00	
7. Domestic Abuse Surcharges (s. 973.055(2)(b), Stats.)	\$.00			\$.00	
Adjustment (if applicable)	\$.00			\$.00	
8. Truck Weight Restrictions (Municipal Ordinances in Conformity with Ch. 348, Stats., s. 66.12(3)(c))	\$.00	\$.00		\$.00	
Adjustment (if applicable)	\$.00	\$.00		\$.00	
9. Ignition Interlock Device Surcharge (s. 343.301(5), Stats.)	\$ 1,500.00		\$ 1,500.00		
Adjustment (if applicable)	\$.00		\$.00		
10. GPS Tracking Surcharge (for violations of ordinances conforming to s. 813.12 or s. 813.125, Stats.)	\$.00			\$.00	
Adjustment (if applicable)	\$.00			\$.00	
11. Safe Ride Program (s. 85.55, Stats.)	\$ 1,528.21			\$ 1,528.21	
Adjustment (if applicable)	\$.00			\$.00	
12. Totals	\$ 209,566.15	\$ 136,634.24	\$ 19,182.30	Pay This Amount \$ 53,749.61	



MUNICIPAL COURT MONTHLY FINANCIAL REPORT

II. CERTIFICATION OF MUNICIPAL COURT OFFICIAL

I hereby certify that this report reflects all actions requiring forfeitures, court costs and surcharges collected during the month designated.

Name: NEEL BASTEN Signature: Neil Basten Date: 4-1-21

III. TREASURER'S CERTIFICATION

I hereby certify that the above amount due the state has been received. After so certifying, a copy of this report will be returned to the signer of this report as a receipt, and the stated amount will be remitted to the Department of Administration with this report.

Treasurer: Pamela R. Manley Date: 4/1/21

In the event the Department of Administration has questions about this report and payment, who should we contact?

Name:	Telephone #	Email Address
<u>Neil Basten</u>	<u>920-448-3131</u>	<u>neilba@greenbaywi.gov</u>

**RESOLUTION AUTHORIZING CONDITIONAL-USE
PERMIT AT 1440 SMITH STREET
(ZP 21-05)**

APRIL 20, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

That, pursuant to Zoning Petition 21-05 and the recommendation of the Plan Commission on April 12, 2021, the City of Green Bay does authorize a conditional-use permit for a live-work unit on the following described property located at 1440 Smith Street:

**The North ½ of the East 53 feet of that part of Lot Twenty-seven (27),
lying between the South line of Smith Street and the North line of Farlin
Avenue, according to the recorded Plat of Newberry's Addition
Subdivision No. 1, in the City of Green Bay, East side of Fox River,
Brown County, Wisconsin. (TAX PARCEL NUMBER 19-17-A)**

Said conditional-use permit shall be granted subject to compliance with all regulations of the Green Bay Municipal Code.

Adopted _____

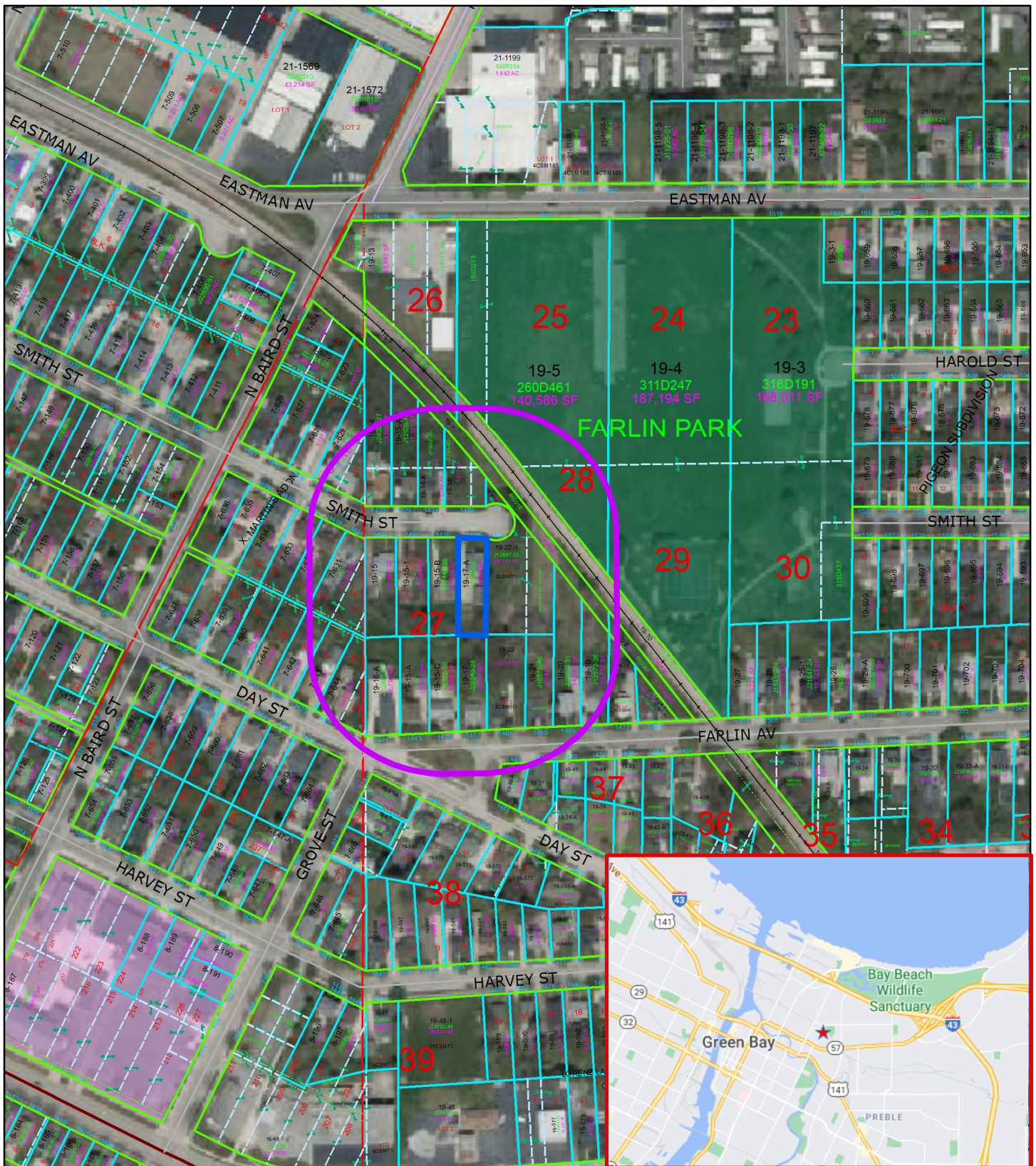
Approved _____

Mayor

Clerk

MS:

Attachment – Location Map



(ZP 21-05) Conditional Use Permit (CUP) 1440 Smith Street

0 70 140 280 Feet

This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by City of Green Bay Department of Community and Economic Development. MS

Parcel Number:
19-17-A

 Subject Parcel
 Notification Area
200'

**RESOLUTION AUTHORIZING CONDITIONAL USE
PERMIT AT 1302 EAST MASON STREET
(ZP 21-08)**

APRIL 20, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

That, pursuant to Zoning Petition 21-08 and the recommendation of the Plan Commission on April 12, 2021, the City of Green Bay does authorize a conditional-use permit for a drive-through facility at 1302 East Mason Street, submitted by Steve Bieda, Mau & Associates, on behalf of DMG Holdings, LLC, property owner:

PLAT OF ASTOR N 83 FT OF LOTS 12 & 13 EX N 83 FT OF E 50 FT
OF LOT 12 EX ST IN 1032 R 117 BLK 131 0.107 AC M/L
Tax Parcel No.17-445

PLAT OF ASTOR N 83 FT OF E 50 FT OF LOT 12 BLK 131
Tax Parcel No.17-446

PLAT OF ASTOR S 72 FT OF N 155 FT OF LOTS 12 & 13 BLK 131
Tax Parcel No.17-447

Said conditional-use permit shall be granted subject to:

- a. Approval of the variance by the Board of Appeals regarding the F.A.R.
- b. The drive-through aisle and the direction of traffic flow shall be delineated by signs and pavement markings. Pedestrian cross-walks through the drive aisle shall be clearly marked along the connection to the East Mason Street right-of-way.
- c. Compliance with all of the regulations of the Green Bay Municipal Code not covered under the Conditional Use Permit, including standard site plan review and approval.

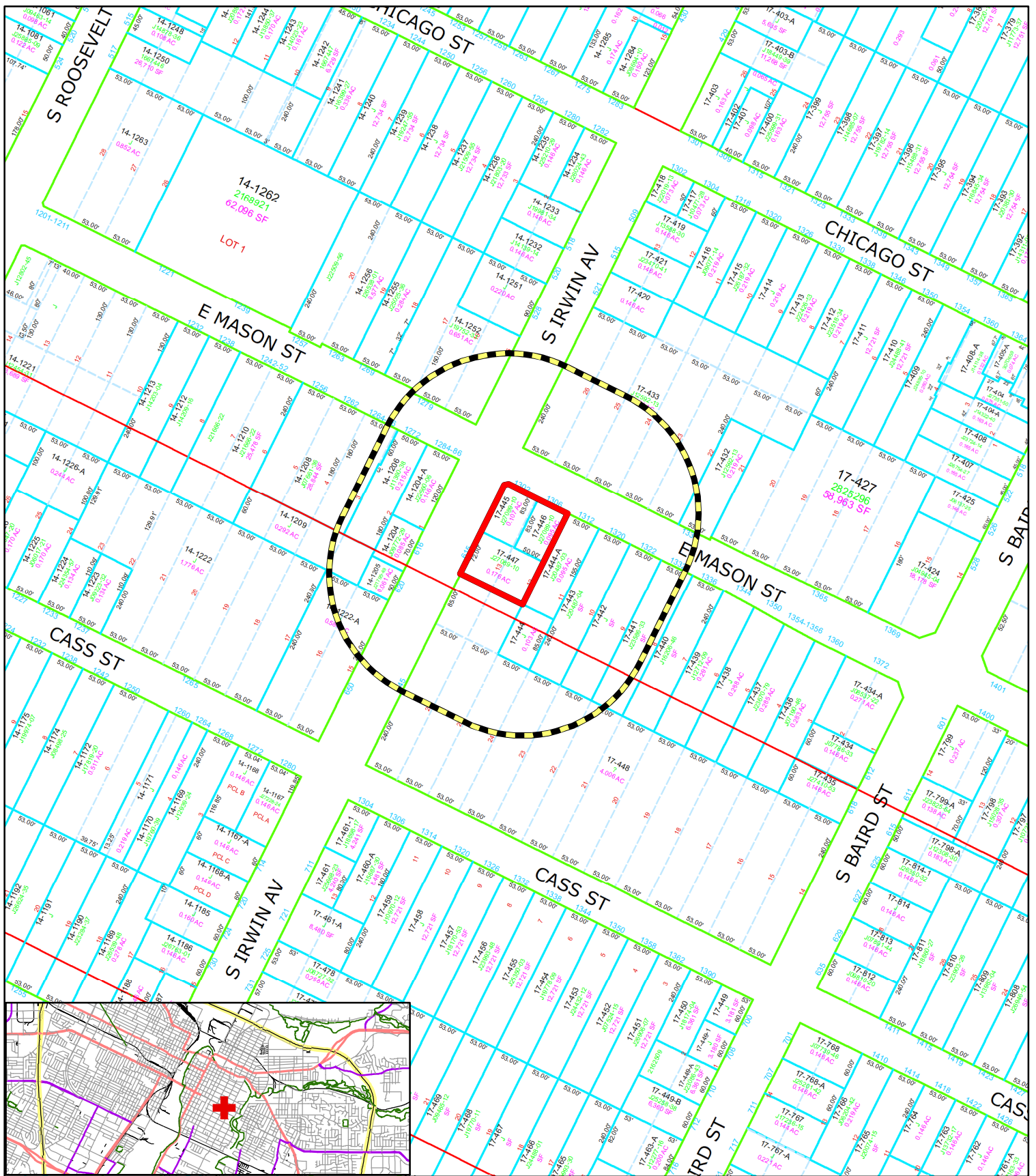
Adopted _____

Approved _____

Mayor

Clerk

pn
Attachment – Map



Zoning Petition (ZP 21-08)
Proposed Conditional Use Permit (CUP)
1302 East Mason Street

- Subject Area
- 200' Property Owner Notice

0 5,000 10,000
 Feet



This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.
 Map prepared by PN

FINAL PAYMENTS RESOLUTION
April 20, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

That the City Clerk be and is hereby instructed to draw FINAL ORDERS in favor of the following contractors for their projects in the amounts listed as follows:

1. SOUTH BAY SHORE DIKE REINFORCEMENT – 2020
VINTON CONSTRUCTION COMPANY

TOTAL AMOUNT EARNED:	\$ 1,005,853.33
LESS AMOUNT RETAINED:	<u>\$ 0.00</u>
	\$ 1,005,853.33
LESS AMOUNT PREVIOUSLY PAID:	<u>\$ 954,666.56</u>
AMOUNT DUE THIS PAYMENT:	\$ 51,186.77

ACCOUNT NUMBERS

412500E-55320-66010: \$51,186.77

PO #2000113

Adopted _____, 2021

Approved _____, 2021

Mayor

ATTEST:

City Clerk

MAM



Report to the
Finance Committee
of the City of Green Bay

MEETING DATE

April 20, 2021

PREPARED BY

AGENDA ITEM # U.4

Resolution in support of a strong state and local partnership and increased state budget funding for the shared revenue program.

BACKGROUND

Municipalities in Wisconsin, like City of Green Bay, are funded primarily in two ways; property taxes, and shared revenues from the State. The demands on municipalities, whether it be from the common council/citizenry, unfunded mandates from the state, and inflation on the costs to buy products and materials for our services, have not gone down, in fact, they've increased. This is simple supply and demand. The demand on municipalities has gone up, and the supply (the funding) has gone down. At the same time, as demonstrated in the graph, the funding through the shared revenue program has decreased.

RECOMMENDATION

Asking Common Council to consider approving the resolution based on a League of Wisconsin Municipalities model. The League is a statewide member organization, advocating for cities and villages large and small, rural and urban.

FISCAL IMPACT

ATTACHMENTS

- I. AMENDED Resolution - Support of Shared Revenue Program

**RESOLUTION IN SUPPORT OF A STRONG STATE AND LOCAL
PARTNERSHIP AND INCREASED STATE BUDGET FUNDING
FOR THE SHARED REVENUE PROGRAM**

April 20, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, for over ninety years, the state shared revenue program has been a key component of Wisconsin's state and local relationship and an important part of the state's overall program of property tax relief; and

WHEREAS, over the last 20 years, shared revenue funding for municipalities has been cut by \$94 million; and

WHEREAS, state aid provided a larger share of municipal revenues in Wisconsin than property taxes from 1975 to 1997, but today property taxes account for more than twice as much municipal revenue as state aid; and

WHEREAS, state aid provided to the City of Green Bay has decreased in total adjusted dollars by 45% since 1999; and

WHEREAS, over the last generation, property taxes have grown as a share of city and village revenues as shared revenue, and other state aid to Wisconsin municipalities has lagged; and

WHEREAS, levy limits and expenditure restraint, combined with the reduction in shared revenue, has restricted local governments' annual operating budgets and ability to generate revenue sufficient to fund local municipal infrastructure projects; and

WHEREAS, to create and maintain quality communities that attract businesses and families, municipalities must invest in services and infrastructure that people and businesses expect, like police protection, fire suppression, road maintenance, snowplowing, libraries, and parks; and

WHEREAS, the state should reinvest a portion of its sales and income tax revenue growth in local communities to spur further economic growth and make Wisconsin communities places where people want to live and work;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Green Bay calls on the Legislature to pass a state budget increasing funding for the shared revenue program and directs the Clerk to send a copy of this resolution to the state legislators representing the City of Green Bay, to Governor Tony Evers, and to the League of Wisconsin Municipalities.

Adopted _____

Approved _____

Mayor

Clerk

**RESOLUTION APPROVING
ACQUISITION OF RIGHT-OF-WAY
FOR TAX PARCEL NO. 5-1363
April 20, 2021**

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY, RESOLVED:

To approve the acquisition of right-of-way for Tax Parcel No. 5-1363, for improvements to Gray Street from Dousman Street to Mather Street.

<u>Tax Parcel Number</u>	<u>Interest Required</u>	<u>Owners Name</u>	<u>Amount</u>
5-1363	Fee	The Congregation of the Annunciation of the Blessed Virgin Mary	\$500.00

Adopted _____, 2021

Approved _____, 2021

Mayor

ATTEST:

City Clerk

jld

**Resolution Expressing Full Confidence
in the Administration of Green Bay's
August and November 2020 Elections**

March 16, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, in 2020, Green Bay faced pandemic conditions for the first time in 100 years, forcing City staff and the Common Council to reconsider all election processes and procedures and, for the health and safety of our citizens, adapt to federal and state health guidelines; and

WHEREAS, all of Green Bay's 2020 elections were administered by the City Clerk's office according to Wisconsin statutes; and

WHEREAS, the Clerk's staff has attested to having properly maintained control of all election facilities, technology, and ballots; and

WHEREAS, the Common Council, in May of 2020, formed the Ad Hoc Committee on Elections ("Committee") for the purpose of ensuring safe, fair, and legitimate elections during the pandemic; and

WHEREAS, the Committee, working with the Clerk's office, approved the purchase of voting technology, PPE for poll workers, funding for communication campaigns for early in-person absentee voting and absentee voting, and ballot drop boxes; and

WHEREAS, in June of 2020, the Clerk's staff, along with the clerk's staffs of Racine, Milwaukee, Madison, and Kenosha, prepared a template for a safe and fair election; and

WHEREAS, on July 21, 2020, this Council unanimously approved the "Wisconsin Safe Voting Plan" and acceptance of a grant from the Center for Tech and Civic Life (CTCL) in the amount of \$1.093 million; and

WHEREAS, on September 24, 2020, this Council unanimously approved acceptance of an additional grant from CTCL in the amount of \$522,200; and

WHEREAS, the Center for Tech and Civic Life stated that its funds "must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in the City of Green Bay in accordance with the Wisconsin Safe Voting Plan 2020"; and

WHEREAS, the Committee ensured that expenditures of CTCL grant funds were consistent with requirements from the Wisconsin Elections Commission as well as with CTCL's statement; and

WHEREAS, such expenditures of CTCL grant funds were also approved by this Council, paid per standard and customary City procedures by appropriate City staff, and have been made public; and

WHEREAS, City staff participated in security planning for the November election with the Green Bay Police Department, which included training related to securing polling locations and security training for poll workers; and

WHEREAS, allegations have been made, publicly calling into question the propriety of election administration in Green Bay following acceptance of the CTCL grant;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Green Bay proudly asserts that the August and November 2020 elections administered by the City of Green Bay were properly executed in an accurate, safe, and secure manner, and hereby rejects allegations to the contrary.

Adopted _____

Approved _____

Mayor

Clerk

ZONING ORDINANCE NO. 05-21

AN ORDINANCE REZONING THE PROPERTY LOCATED ALONG ERIE ROAD (PARCEL 21-40-6) FROM RURAL RESIDENTIAL (RR) TO LOW-DENSITY RESIDENTIAL (R1), CONSERVANCY (CON), AND MEDIUM-DENSITY RESIDENTIAL (R2) (ZP 21-01)

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property located along Erie Road, Parcel 21-40-6, from Rural Residential (RR) District to Low Density Residential (R1) District:

WESTERN PORTION OF PART OF THE SOUTHEAST 1/4 OF THE
NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY,
BROWN COUNTY, WISCONSIN (full description attached)

SECTION 2. Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property located along Erie Road, Parcel 21-40-6, from Rural Residential (RR) District to Conservancy (CON) District:

CENTER PORTION OF PART OF THE SOUTHEAST 1/4 OF THE
NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY,
BROWN COUNTY, WISCONSIN (full description attached)

SECTION 3. Section 13-108, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by rezoning the following described property located along Erie Road, Parcel 21-40-6, from Rural Residential (RR) District to Medium-Density Residential (R2) District:

EASTERN PORTION OF PART OF THE SOUTHEAST 1/4 OF THE
NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY,
BROWN COUNTY, WISCONSIN (full description attached)

SECTION 4. All ordinances or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 5. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

ZONING ORDINANCE NO. 05-21
PAGE 2

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

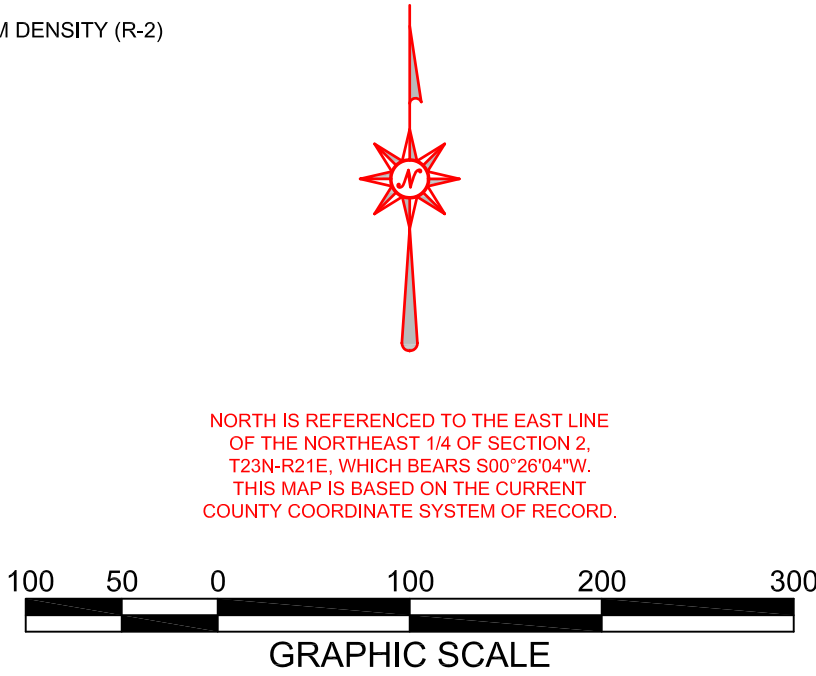
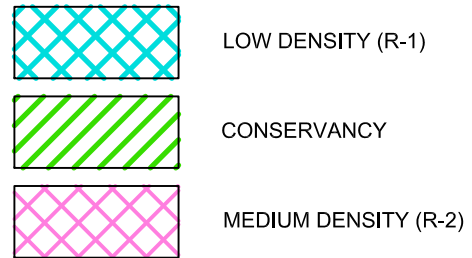
Mayor

ATTEST:

Clerk

sjh

Attachment – Map and Legal Descriptions

[illegible]

LOW DENSITY RESIDENTIAL (R-1) DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST 1/4 CORNER OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 1247.49 FEET ALONG THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N00°02'48"W, 25.03 FEET TO THE POINT OF BEGINNING; THENCE N00°02'48"W, 135.07 FEET ALONG THE EAST LINE OF DOCUMENT #2677366, BROWN COUNTY RECORDS; THENCE N88°23'51"W, 50.00 FEET ALONG THE NORTH LINE OF SAID DOCUMENT; THENCE N00°02'26"W, 1142.37 FEET ALONG THE EAST LINE OF WOODSIDE HEIGHTS PLAT, RECORDED IN VOLUME 22, PLATS, PAGE 42 (DOCUMENT #2009014) AND WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE S74°14'20"E, 70.36 FEET; THENCE S15°14'13"E, 43.97 FEET; THENCE S43°58'00"E, 256.26 FEET; THENCE S53°37'22"E, 140.96 FEET; THENCE S00°21'17"E, 53.09 FEET; THENCE S10°30'47"W, 120.98 FEET; THENCE S01°03'06"W, 59.49 FEET; THENCE S46°25'50"E, 51.50 FEET; THENCE S09°56'08"E, 58.53 FEET; THENCE S21°20'33"W, 45.80 FEET; THENCE S09°50'30"E, 35.00 FEET; THENCE S53°25'11"E, 39.58 FEET; THENCE N58°38'34"E, 38.41 FEET; THENCE S48°22'48"E, 202.89 FEET; THENCE S02°10'08"W, 116.36 FEET; THENCE S42°56'37"E, 12.60 FEET; THENCE S29°10'58"E, 97.07 FEET; THENCE S58°38'34"W, 190.59 FEET; THENCE N31°21'26"W, 102.78 FEET; THENCE S57°58'40"W, 161.39 FEET; THENCE S89°54'39"W, 244.51 FEET TO THE POINT OF BEGINNING.

PARCEL CONTAINS 509,246 SQUARE FEET / 11.69 ACRES, MORE OR LESS.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

CONSERVANCY DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E; THENCE S00°26'04"W, 1289.17 FEET ALONG THE EAST LINE OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N88°57'34"W, 873.68 FEET ALONG THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION, TO THE POINT OF BEGINNING; THENCE S49°53'45"E, 142.09 FEET; THENCE S80°58'54"E, 86.37 FEET; THENCE S36°16'04"E, 83.91 FEET; THENCE S14°39'34"W, 37.81 FEET; THENCE S08°01'09"E, 25.99 FEET; THENCE S62°47'24"E, 99.63 FEET; THENCE S02°58'38"W, 112.54 FEET; THENCE S32°35'54"W, 97.68 FEET; THENCE S06°03'56"E, 68.22 FEET; THENCE S43°33'47"E, 106.47 FEET; THENCE S64°34'13"E, 118.03 FEET; THENCE S43°42'51"E, 59.13 FEET; THENCE S14°05'28"E, 46.96 FEET; THENCE S02°45'22"E, 71.41 FEET; THENCE S15°53'26"E, 109.45 FEET; THENCE S44°25'27"W, 58.97 FEET; THENCE S17°18'21"W, 72.47 FEET; THENCE S63°18'49"E, 52.22 FEET; THENCE S25°39'22"E, 156.37 FEET; THENCE S51°44'08"E, 34.86 FEET; THENCE S22°17'27"E, 115.16 FEET; THENCE S89°41'24"E, 76.39 FEET; THENCE S56°35'06"E, 55.56 FEET TO THE SOUTH LINE OF SAID QUARTER-QUARTER; THENCE N88°23'51"W, 234.10 FEET ALONG SAID SOUTH LINE TO THE STARTING POINT OF A MEANDER LINE, SAID POINT BEING S88°23'51"E, 96 FEET, MORE OR LESS, FROM THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK; THENCE N01°36'09"E, 173.91 FEET ALONG SAID MEANDER LINE; THENCE N33°26'17"W, 157.06 FEET TO THE ENDING POINT OF SAID MEANDER LINE, SAID POINT BEING S58°38'34"E, 58 FEET, MORE OR LESS, FROM THE CENTERLINE OF SAID CREEK; THENCE S58°38'34"W, 300.42 FEET; THENCE N29°10'58"W, 97.07 FEET; THENCE N42°56'37"W, 12.60 FEET; THENCE N02°10'08"E, 217.90 FEET; THENCE N48°22'48"W, 202.89 FEET; THENCE S58°38'34"W, 38.41 FEET; THENCE N53°25'11"W, 39.58 FEET; THENCE N09°50'30"W, 35.00 FEET; THENCE N21°20'33"E, 45.80 FEET; THENCE N09°56'08"W, 58.53 FEET; THENCE N46°25'50"W, 51.50 FEET; THENCE N01°03'06"E, 59.49 FEET; THENCE N10°30'47"E, 120.98 FEET; THENCE N00°21'17"W, 53.09 FEET; THENCE N53°37'22"W, 140.96 FEET; THENCE N43°58'00"W, 256.26 FEET; THENCE N15°14'13"W, 43.97 FEET; THENCE N74°14'20"W, 70.36 FEET TO THE EAST LINE OF LOT 73 OF WOODSIDE HEIGHTS 1ST ADDITION, RECORDED IN VOLUME 22, PLATS, PAGE 104 (DOCUMENT #2092460), BROWN COUNTY RECORDS; THENCE N00°02'26"W, 42.00 FEET ALONG SAID LINE; THENCE S88°57'34"E, 434.77 FEET ALONG THE NORTH LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 505,003 SQUARE FEET / 11.59 ACRES, MORE OR LESS, TO THE MEANDER LINE AND SECTION LINE.
PARCEL CONTAINS 527,179 SQUARE FEET / 12.10 ACRES, MORE OR LESS, TO THE CENTERLINE OF THE CREEK.
PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

MEDIUM DENSITY RESIDENTIAL (R-2) DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 2, T23N-R21E, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN, MORE FULLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE EAST 1/4 OF SECTION 2, T23N-R21E; THENCE N88°23'51"W, 77.24 FEET ALONG THE SOUTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE N56°35'06"W, 55.56 FEET; THENCE N89°41'24"W, 76.39 FEET; THENCE N22°17'27"W, 115.16 FEET; THENCE N51°44'08"W, 34.88 FEET; THENCE N25°39'22"W, 156.37 FEET; THENCE N63°18'49"W, 52.22 FEET; THENCE N17°18'21"E, 72.47 FEET; THENCE N44°25'27"E, 58.97 FEET; THENCE N15°53'26"W, 109.45 FEET; THENCE N02°45'22"W, 71.41 FEET; THENCE N14°05'28"W, 46.96 FEET; THENCE N43°42'51"W, 59.13 FEET; THENCE N64°34'13"W, 118.03 FEET; THENCE N43°33'47"W, 106.47 FEET; THENCE N06°03'56"W, 68.22 FEET; THENCE N32°35'54"E, 97.68 FEET; THENCE N02°58'38"E, 112.54 FEET; THENCE N62°47'24"W, 99.63 FEET; THENCE N08°01'09"W, 25.99 FEET; THENCE N14°39'34"E, 37.81 FEET; THENCE N36°16'04"W, 83.91 FEET; THENCE N80°58'54"W, 86.37 FEET; THENCE N49°53'45"W, 142.09 FEET TO THE NORTH LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SAID SECTION; THENCE S88°57'34"E, 873.68 FEET ALONG SAID NORTH LINE; THENCE S00°26'04"W, 1357.02 FEET ALONG THE EAST LINE OF SAID QUARTER-QUARTER TO THE POINT OF BEGINNING. PARCEL INCLUDES ALL LANDS LYING BETWEEN THE MEANDER LINE AND THE CENTERLINE OF THE SOUTH BRANCH OF BAIRD CREEK

PARCEL CONTAINS 624,661 SQUARE FEET / 14.34 ACRES, MORE OR LESS.

PARCEL SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD.

GENERAL ORDINANCE NO. 08-21

AN ORDINANCE AMENDING
SECTIONS 13-605, 14-302, AND 14-303, GREEN BAY MUNICIPAL CODE,
RELATING TO AREA DEVELOPMENT PLAN LANGUAGE REMOVAL
(TA 21-02)

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 13-605(c), Green Bay Municipal Code, is hereby amended as follows:

(c) The 10-acre limit minimum requirement in the RR District may be reduced subject to the following development standards:

- (1) It is relatively similar to other existing parcels in the area.
- (2) ~~An area development plan is submitted and approved~~ **The City's Official Map shall be amended to reflect future development and connectivity** for the remaining property and the parcel being created.
- (3) All efforts should be taken to ~~insure~~ **ensure** that the existing home and lot will:
 - a. Comply with future setbacks-;
 - b. Fit with the surrounding future development and the parcel's future development-;
 - and**
 - c. ~~Provides~~ **Provide** for existing utilities, septic ~~systems,~~ and well ~~wells~~ currently servicing the home.
- (4) Lot size will be determined by the Planning Commission based on a reasonable ~~determination~~ **evaluation** of the ~~area development plan~~ **City's Official Map** and future lot lines.
- (5) **Any remnant** ~~Remnant~~ parcel shall not be ~~consist of fewer~~ less than 10 acres, except in cases where a remnant parcel is part of a division of land for the ~~purposes~~ **purpose** of acquisition of public property and/or public use.
- (6) The maximum lot to be created ~~should~~ **shall** not be greater than 2.5 acres.
- (7) The land division should meet all remaining standards of Ch. 14, Subdivision and Platting, Green Bay Municipal Code.

SECTION 2. Section 14-302(a)(6), Green Bay Municipal Code, is hereby repealed.

SECTION 3. Section 14-303(a)(5), Green Bay Municipal Code, is hereby amended as follows:

~~Entire~~ **The entire** area contiguous to the proposed plat owned or controlled by the subdivider, even though only a portion of said area is proposed for immediate development. This requirement may be waived at the discretion of the ~~planning director~~ **Community and Economic Development Director** or his/her ~~their~~ **their** designee, ~~and shall be waived if an area development plan has been adopted for such lands.~~ **upon a determination that the City's Official Map shows sufficient future public access.**

SECTION 4. Section 14-303(b), Green Bay Municipal Code, is hereby amended as follows:

The Preliminary Plat submission shall also include the following, as applicable, ~~and~~ **which** may be shown on the face of the plat or as attachments or supplements, as appropriate:

...

(7) ~~An area~~ **A** development plan (~~ADP~~) for the vicinity of the subdivision if ~~no ADP has been previously adopted by the city~~ **the City's Official Map does not show future public access**. In order to determine how a proposed development will relate to and integrate with surrounding land uses, the Planning Department may require that the subdivider prepare and submit ~~an ADP~~ **a development plan** that includes areas beyond the boundary of the proposed subdivision. The purpose of ~~an ADP~~ **the development plan** is to ensure cohesive development of a larger area with consideration to street and utility connections, land use compatibility, community character, the provision of community services, and an overall pattern of orderly growth. The ~~ADP~~ **development plan** shall include ~~an~~ **any** area determined **necessary** by the planning department and as guided by the comprehensive plan, official map, or other applicable plan. The ~~ADP~~ **development plan** shall, as applicable:

- a. Indicate the coordination and location of infrastructure.
- b. Identify primary vehicular and pedestrian circulation patterns.
- c. Identify master stormwater management elements for the planning area.

SECTION 5. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 6. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 13-204, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin this _____ day of _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

sjh

4/20/2021

PLANNING ORDINANCE NO. 02-21

**AN ORDINANCE
AMENDING THE OFFICIAL MAP OF THE
CITY OF GREEN BAY TO REMOVE ALL
AREA DEVELOPMENT PLANS
(OMA 21-02)**

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS FOLLOWS:

SECTION 1. The Official Map of the City of Green Bay, as created by Section 12.02, Green Bay Municipal Code, is hereby amended by removing all Area Development Plan numbers and boundaries from the Official Map throughout the entire City of Green Bay, and made a part of this ordinance as though fully set forth herein.

SECTION 2. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. This ordinance shall not take effect until a public hearing is held thereon as provided by Section 12.03, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

sjh

GENERAL ORDINANCE NO. 09-21

AN ORDINANCE AMENDING SECTION 8.11,
GREEN BAY MUNICIPAL CODE, RELATING TO
NOXIOUS WEEDS AND MAINTENANCE OF VEGETATION

THE COMMON COUNCIL OF THE CITY OF GREEN BAY DOES ORDAIN AS
FOLLOWS:

SECTION 1. Section 8.11, Green Bay Municipal Code, is hereby amended to read:

8.11 NOXIOUS WEEDS AND MAINTENANCE OF VEGETATION.

(1) PURPOSE. It is the purpose of this Section to prohibit the uncontrolled growth of vegetation and to control noxious weeds, while permitting the planting and maintenance of planned natural landscaping that ~~add~~ **adds** diversity and richness to the ~~quality of life~~ **City's environment. It is a further purpose of this section to balance the need to ensure proper management of vegetation growth with the aesthetic, community, and environmental benefits of fostering the appropriate use of naturalized and native plant landscaping.** ~~There are reasonable expectations regarding the proper maintenance of vegetation on any lot or parcel of land. It is in the public's interests to provide standards regarding the maintenance of vegetation because vegetation which is not managed can decrease the value of nearby properties and threaten the public health and safety. It is also in the public's interests to encourage diverse landscaping treatments, particularly those that encourage the preservation, restoration, and management of native plant communities which can be economical, low maintenance and effective in soil and water conservation. The City enacts this Section to balance these competing interests.~~

(2) ~~There are reasonable expectations regarding~~ **The City finds that it is in the public interest to ensure** the proper maintenance of vegetation ~~on any lot or parcel of land~~ **to prevent the growth of unmanaged vegetation which can lead to nuisance conditions such as the emergency of rank growth, which may adversely affect** ~~It is in the public's interests to provide standards regarding the maintenance of vegetation because vegetation which is not managed can decrease the value of nearby properties and threaten the public health and safety. It is also~~ **The City further finds it is** in the public's interests to encourage diverse landscaping **landscape** treatments **throughout the City,** particularly those **landscape elements** that encourage **support** the preservation, restoration, and management of native plant communities, **healthy pollinator communities, and** ~~which can be economical, low maintenance and effective in soil and water conservation. The City enacts this Section to balance these competing interests.~~

~~(2)~~**(3)** DEFINITIONS.

(a) "Destroy" means the complete killing of weeds or the killing of weed plants above the surface of the ground by the use of chemicals, cutting, tillage, cropping system, **hand-pulling, mulches, smothering, soil solarization,** or any or all of these in effective combination, at a time and in a manner as will effectually prevent the weed plants from **continual growth,** maturing to bloom or flower stage.

(b) "Garden" means a cultivated area dedicated to growing vegetables, fruits, annual and perennial plants, ornamental grasses, ~~or and ground cover~~ **groundcovers, vines, shrubs, or trees** in a ~~well-defined location~~ **with a defined edge or border.**

(c) “Native Plants” means those grasses (including prairie grasses), sedges (solid, triangular-stemmed plants resembling grasses), forbs (flowering broadleaf plants), vines, shrubs, groundcovers, and trees that are native to or naturalized to the state of Wisconsin. For purposes of this section, Native “native plants” shall ~~do~~ not include noxious weeds or noxious grasses as defined herein.

(d) “No mow lawn” means a specially designed blend of bunch forming and creeping fine fescue grasses that are used as an alternative to the traditional turf grass lawn. This blend may include, but is not limited to, Festuca brevipila (Hard Fescue), Festuca ovina (Sheep Fescue), Festuca rubra subs. fallax (Chewings Fescue), Festuca rubra (Red Fescue), Festuca rubra var. rubra (Creeping Red Fescue), or Festuca rubra ssp. Litoralis (Slender Creeping Red Fescue). No Mow may be mixed with Annual Rye to aid in establishment of the no mow lawn. No mow will typically reach six to eight inches in height with seedheads reaching approximately two feet in height. After the seedstalks fall, the lawn will revert to approximately six to eight inches in height. No mow lawns generally only require mowing twice per year.

~~(d)~~(e) “Noxious Weeds” means any plant listed under §§ 23.235(1)(a) or 66.0407(1)(b), Wis. Stats., and shall also include arctium spp. (burdock), cirsium and carduus spp. (thistle), ambrosia spp. (ragweed), alliaria petiolata (garlic mustard), plantago lanceolata (buckhorn), and poison ivy.

~~(e)~~(f) “Ornamental Grasses and Groundcovers” means grasses and groundcovers ~~not indigenous to Wisconsin~~ that are not native to or naturalized to the state of Wisconsin. For purposes of this section, “ornamental ~~Ornamental~~ grasses” shall ~~do~~ not include common turf grasses ~~and~~ or noxious weeds or grasses as defined herein.

~~(f)~~(g) “Planned Natural Landscaping Area” means a planned, intentional, and maintained planting of native plants, ornamental grasses and groundcovers, rain gardens, shrubs and trees. area which may include, without limitation, trees, shrubs, and native plants, as defined in this section, or vegetation associated with a rain garden. Planned natural landscaping does not include any species of turf grasses and is not intended to allow a property owner to ignore lawn care duties. Planned natural landscaping does not include gardens.

~~(g)~~(h) “Rain Garden” means ~~a native plant garden that is designed not only to aesthetically improve properties, but also to reduce the amount of storm water and accompanying pollutants from entering streams, rivers and lakes.~~ means an excavated area that is back-filled with a prepared or amended soil mixture, which may or may not be covered with a mulch layer, which is planted with a diversity of woody or herbaceous vegetation, to which stormwater is directed to promote infiltration or evapotranspiration.

~~(h)~~(i) “Turf Grasses” means those grasses commonly used in regularly cut or mowed lawns or play active recreation areas, and includes, without limitation, ~~including~~ bluegrass, fescue, or rye grass blends and ~~or any~~ other similar grasses.

~~(i)~~(j) “Unmanaged Plant Vegetation Growth” means an unmaintained area in which any grass, turf grass, hay, weeds, brush or other ~~offensive~~ vegetation ~~which~~ has grown to a height of over 9” eight (8) inches as a result of the absence of active cutting, mowing, or other maintenance. ~~but does~~ This definition shall not include:

1. Gardens,
2. Plants Vegetation located on agricultural land,
3. Plants Vegetation located found on shoreland within 35 feet of the ordinary high-water mark,

4. ~~Plants located~~ **Vegetation found** within environmentally sensitive areas such as steep slopes, drainage ways, wetlands, and protective buffer areas, or

5. Planned natural landscaping **area(s)** that is wholly contained within the parcel on which it is planted and maintained.

6. No mow lawns.

~~(3)~~**(4) CONTROL OF NOXIOUS WEEDS**

(a) The City Clerk shall annually on or before May 15 publish as required by state law a notice that every person is required by law to destroy all noxious weeds on lands in the City which they own, occupy or control. A joint notice with other towns or municipalities may be utilized.

(b) As provided for in Wis. Stats. § 66.0407(2), the City shall require that all noxious weeds be destroyed prior to the time in which such plants would mature to the bloom or flower state.

(c) The growth of noxious weeds in excess of eight inches in height from the ground surface shall be prohibited within the corporate limits of the City. A person owning, occupying, or controlling land shall destroy all noxious weeds on the land. The person having immediate charge of any public lands shall destroy all noxious weeds on the lands.

~~(b)~~**(d)** If a person neglects to destroy all noxious weeds as required under par. (a), the Weed Commissioner shall destroy or have destroyed the noxious weeds. The cost of destroying the weeds shall be charged and assessed in the manner provided by § 66.0517(3)(b)1, Wis. Stats.

~~(4)~~**(5) UNMANAGED PLANT **VEGETATION** GROWTH **PROHIBITED****

(a) A person owning, occupying, or controlling any land shall **mow, cut, or otherwise control** and remove any unmanaged ~~plant~~ **vegetation** growth on the land.

(b) If a person neglects to cut and/or remove unmanaged plant growth as required under par. (a), the Weed Commissioner shall cut down and remove or cause to be cut down and ~~remove~~ **removed** the unmanaged ~~plant~~ **vegetation** growth. The cost of cutting and removing the unmanaged ~~plant~~ **vegetation** growth shall be charged and assessed in the manner provided by § 66.0627(2), Wis. Stats.

(6) APPEAL. Any property owner wishing to contest a charge assessed under subsection (4) or (5) above may appeal the charge to the Improvement and Services Committee. The appeal shall be made in writing and submitted to the City Clerk within 30 days of the date on which the unmanaged vegetation growth or noxious weeds or grasses were cut or destroyed. The Improvement and Services Committee may uphold, modify, or cancel the charge. This procedure for administrative review shall not be governed by Wis. Stats. Ch. 68.

~~(5)~~**(7) PLANNED NATURAL LANDSCAPING **AREAS****

(a) **Registration Required.** Any ~~person~~ **owner of record of a property, and any tenant upon signed, written consent of the owner of a property,** ~~wishing to maintain a~~ **may implement a** planned natural landscaping area on their property ~~may register their property~~ **upon registration** with the Department of Public Works. **Registration shall include the following information:**

- i. A plan of the property drawn to scale, indicating the location of all property boundaries, structures, sidewalks, driveways, and roadways, and the boundaries of the proposed planned natural landscaping area. No boundary survey is required. Property boundaries and other information may be indicated on an aerial photograph or other suitable and readily available base map.
- ii. A clear description, illustration, or photograph of the type(s) of edging proposed, including materials, height, and proposed placement.
- iii. A planting plan indicating the plant species and/or seed mixes to be used.
- iv. Any proposed change in grade or excavation required beyond standard excavation and soil replacement for establishment of the planned natural landscaping area.

(b) Planned Natural Landscaping Guidelines areas shall adhere to the following standards:

1. Types of plantings.

1.a. Turf grass is to be eliminated and the native plants, trees and shrubs are to be planted through transplanting or seed by humans or mechanical means. Plantings may include forbs, grasses, edible plants, groundcovers, vines, shrubs, or trees.

b. Plantings may be designed as rain gardens with plantings and grading specifically designed to receive and infiltrate rainwater or clear water flows.

c. Plantings shall be deliberately selected and arranged as part of a coherent overall plan. Overgrowth of conventional turf grasses or weeds, or any other unmanaged vegetation growth, shall not constitute a planned natural landscaping area.

d. No species identified on the Wisconsin Department of Natural Resources's Regulated Invasive Plants list, whether designated as Prohibited or Restricted, shall be permitted.

2. Edging required. A planned natural landscaping area must have a distinct and clearly defined border. The border may consist of any combination of mowed grass, fencing of up to three feet (3') in height, a permitted fence installed along a property line, or natural materials neatly arranged to create the appearance of an edge to contain the planned natural landscaping area.

3. Plant height at maturity. Plant height shall be maintained at the appropriate maximum height at maturity for the specific species. University of Wisconsin Horticulture, Division of Extension shall be consulted in the event of a dispute as to the appropriate maximum height for a particular plant.

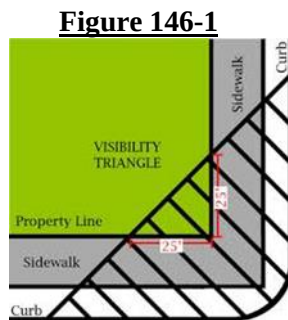
4. Location and Dimensions of the Natural Planting Area.

a. Planned natural landscaping areas are strictly prohibited within City rights-of-way and street terraces.

2-b. Setbacks:

- i. ~~3~~ **Three** feet (**3'**) from front lot line when adjacent to a public sidewalk and ~~0~~ **zero** feet (**0'**) from front lot line if there is no public sidewalk.
- ii. ~~3~~ **Three** feet (**3'**) from rear and side lot lines.
- iii. No setback is required on side and rear lot lines if there is a **permitted** fence along the lot lines, or **if** the native landscaping abuts a neighboring planned natural landscaping area public park/open space, or is adjacent to a natural area.
- iv. The setback area should be regularly cut turf grass, garden beds, trees, shrubs, mulch, wood chips, ~~or~~ landscape stone, **or other approved material**.
- v. ~~Planned natural landscaping is to be cut to a maximum height of 9" once annually by July 15th.~~

c. Natural Planting Areas shall not obstruct the visibility triangle at intersections, with the visibility triangle incorporating the area within a triangle formed by the intersection of the street right-of-way lines, as illustrated in Figure 146-1.



~~(c) Complaint Notification. Any person who registers a parcel as natural landscaping with the Department of Public Works shall receive a notice that the Weed Commissioner intends to take action on the parcel under this section ten (10) business days before any action is taken. If the registered parcel owner objects within ten (10) business days after the notice was issued, the Improvement & Services Committee shall recommend whether the parcel is a planned natural landscaping exempt from §8.11(4) of this ordinance to the Common Council. The Common Council shall affirm or reverse the Improvement & Service Committee's recommendation and issue a final decision.~~

~~(6) APPEAL. Any property owner wishing to contest a charge assessed under this section may appeal to the Improvement & Services Committee. The appeal shall be in writing and submitted to the City Clerk within 30 days of the date on which the unmanaged plant growth and/or noxious weeds were cut and/or destroyed. The Committee may uphold, modify or cancel the charge. This procedure for administrative review shall not be governed by Ch. 68, Wis. Stats.~~

(c) Review and Enforcement.

1. The City may at any time determine that a planned natural landscaping area violates of the terms of this section if the Weed Commissioner finds an ongoing violation of the terms and conditions of the registered Plan, or if the Weed Commissioner determines that the planned natural landscaping area is harboring vermin or other pests. Upon such determination of the Weed Commissioner, a citation shall be issued to the property owner and any tenant who has made application for a planned natural landscaping area.

2. Appeal.

a. The subject of the Citation may appeal the determination to the Improvement and Services Committee. Any appeal shall be made in writing within ten (10) business days of receipt of the Citation and filed with the City Clerk.

b. The Improvement and Services Committee shall hear any appeal and recommend action to the Common Council, which shall have the authority to affirm, reverse, or modify the Improvement and Services Committee recommendation and issue a final decision.

c. In the event of non-compliance with a citation or Common Council decision upon appeal, the City may enter and cut or otherwise maintain the area subject to the determination, in accordance with the provisions of Subsection (4)(d) above.

SECTION 2. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. Effective date. This ordinance shall take effect on and after its passage and publication.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2021.

APPROVED:

Mayor

ATTEST:

Clerk

MS

[Date]

Primary Goal: Inform eligible voters in the city of Green Bay of the process and options for registering and voting in the 2020 general election.

Media goal: Increase Awareness

Media KPI: Impressions

Benchmark
3,061,666

Tactics:

Online Display

Facebook/Instagram

Pinterest

Twitter

Media goal: Drive Interest

Media KPI: Click-Through Rate (CTR)

Tactics:

Online Display

Facebook/Instagram

Pinterest

Twitter





Key Insights

Facebook was the clear top performer when it came to engagement and interest. Eligible voters in this city appear to view Facebook as a reliable method of receiving helpful information.

Facebook's engagement rate and CTR were far higher than benchmarks and were the highest out of all tactics used.

Some social platforms required long/extensive processes to be verified to run election-related ads, leading to some of these ads starting later than planned.

A prime example is Facebook, which was only able to run for a little over a week, but had amazing engagement during the time that it ran. Twitter also got a slightly late start and ended up seeing far more engagement than expected.



Insight #1

Oct 16, 2020 - Nov 3, 2020

KPI Performance

Impressions
77,761

Link Clicks
2,305

CTR
2.96%

Engagements
2,675

Engagement Rate
3.44%

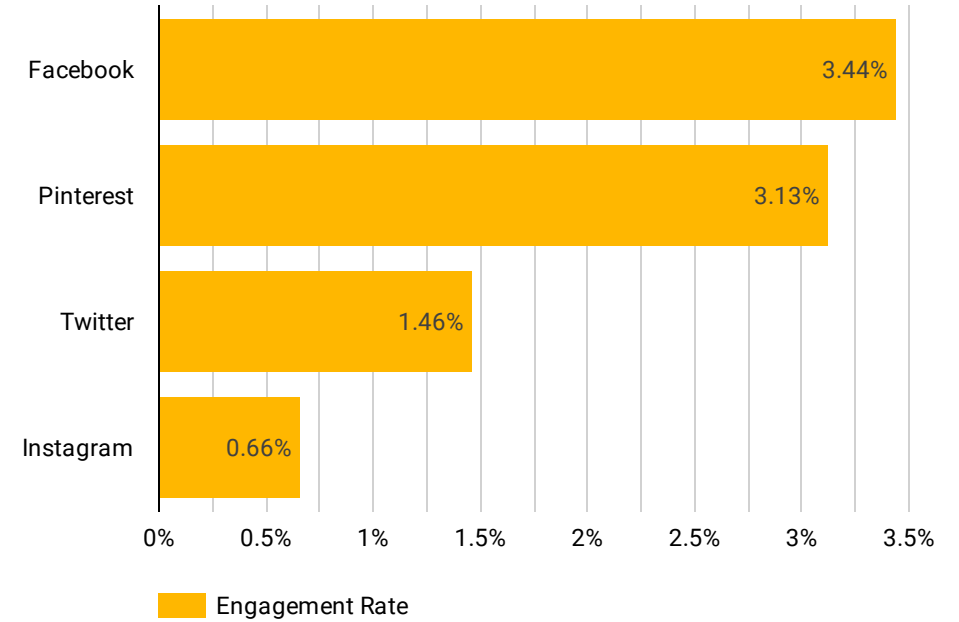
Insight #1:

Facebook was the clear top performer when it comes to engagement and interest. Eligible voters in this city appear to view Facebook as a reliable method of receiving helpful information.

Recommendation:

Utilize Facebook for future voting campaigns in this city.

Engagement Rate by Platform



Facebook Ad Performance

Ad Name		Impressions	CTR ▾	Engagement Rate
1.	7493_Facebook_EligibleVoters_InFeed_PollingLocations	76,724	2.99%	3.46%
2.	7493_Facebook_EligibleVoters_InFeed_Safety	503	1.99%	2.78%
3.	7493_Facebook_EligibleVoters_InFeed_Register	206	0.49%	0.97%
4.	7493_Facebook_EligibleVoters_InFeed_DropBoxLocations	98	0%	4.08%
5.	7493_Facebook_EligibleVoters_InFeed_MakeAPlan	230	0%	0%

1 - 5 / 5 < >



Insight #2

Oct 16, 2020 - Nov 3, 2020

KPI Performance

Display Impressions
1,064,130

FB/IG Impressions
120,841

Pinterest Impressions
318,715

Twitter Impressions
170,897

Total Impressions
1,674,583

Insight #2:

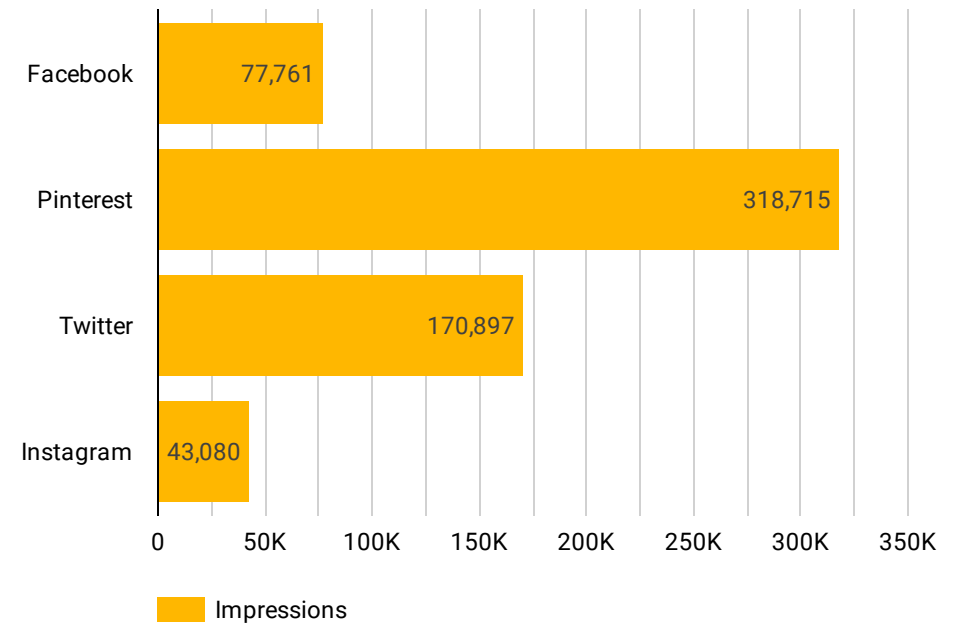
Some social platforms required long/extensive processes to be verified to run election-related ads, leading to some of these ads starting later than planned. A prime example is Facebook, which was only able to run for a little over a week, but had amazing engagement during the time that it ran.

Twitter also got a slightly late start and ended up seeing far more engagement than expected.

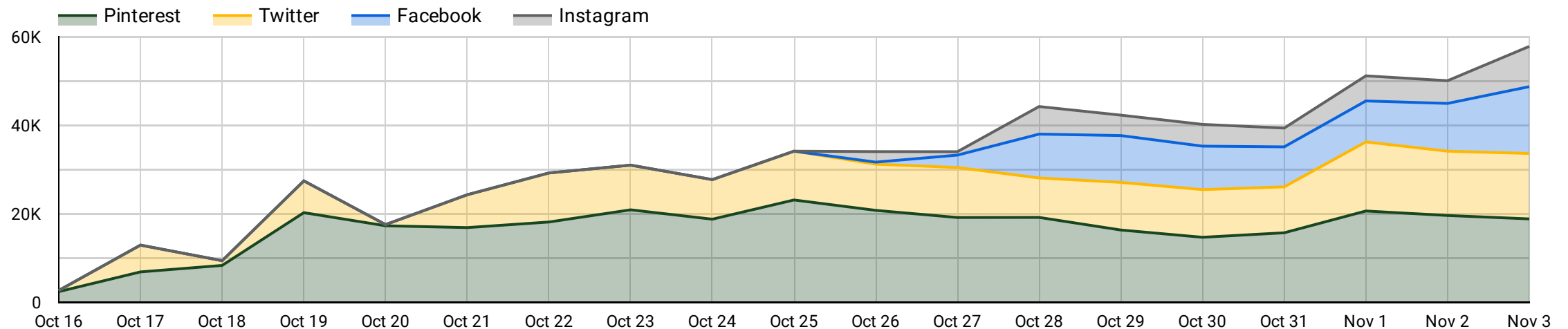
Recommendation:

If possible, future campaigns should enter the planning process sooner in order to allow enough time for social platforms to approve the advertiser. This will be important as these platforms continue to update and change their requirements during each election.

Impressions by Social Platform



Paid Social Impressions Over Time





Goal 1: Increase Awareness

Oct 16, 2020 - Nov 3, 2020

Impressions

Display
1,064,130

FB/IG
120,841

Pinterest
318,715

Twitter
170,897

Total Impressions
1,674,583

Online Display

This tactic was the large driver of awareness for this campaign as it was planned to be, drawing the largest number of impressions. The total number of impressions was lower than planned due to competition increasing dramatically right before the election.

Impressions
1,064,130

Facebook/Instagram

These tactics were able to reach about 87% of those aged 18+ in Green Bay, spreading large awareness about this voting messaging.

Impressions
120,841
Reach
48,976

Pinterest

Pinterest has a smaller audience than Facebook/Instagram, so it makes sense that its reach was less. However, it was still able to reach about 46% of those aged 18+, frequently serving the various messages of the campaign.

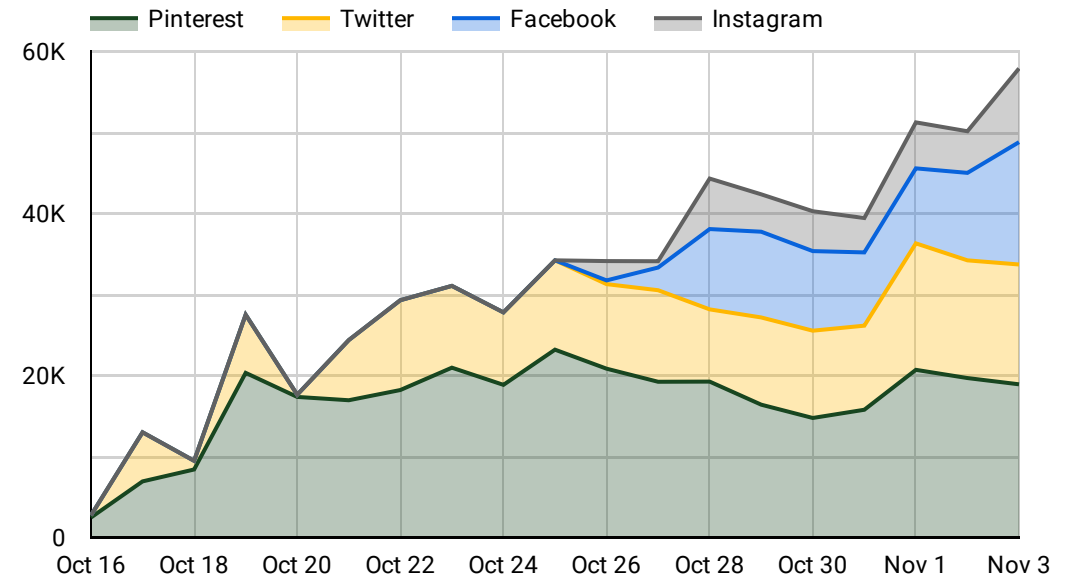
Impressions
318,715
Reach
26,189

Twitter

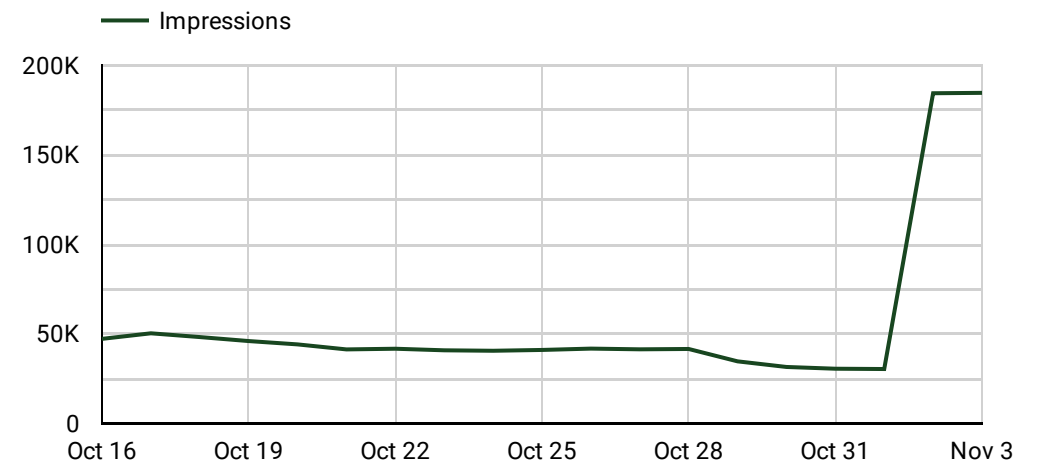
These ads were able to be served more times than Facebook and Instagram, helping aid in the effort to reach eligible voters in Green Bay.

Impressions
170,897

Paid Social Impressions Over Time



Online Display Impressions Over Time





Goal 2: Drive Interest

Oct 16, 2020 - Nov 3, 2020

Click-Through Rates

CTR - Display
0.06%

CTR - FB/IG
2.05%

CTR - Pinterest
0.28%

CTR - Twitter
0.48%

Overall CTR
0.29%

Online Display

Online display is an awareness tactic (and fulfilled that role well) that is expected to drive a low CTR like this. This tactic performed the role that it was meant to perform, with paid social taking the reins of driving people to the site.

Clicks
652
CTR
0.06%

Facebook/Instagram

Facebook in-feed ads performed phenomenally well, driving a CTR of 2.93% (far above the benchmark of 0.90%) along with an engagement rate of 3.44%. Instagram in-feed ads had a CTR of 0.36%, which was still slightly higher than expected.

Link Clicks
2,475
CTR
2.05%

Pinterest

In Pinterest the benchmark for click-through rate is 0.20%. This campaign was able to surpass that number, showing that users did want to learn more about election information in their city.

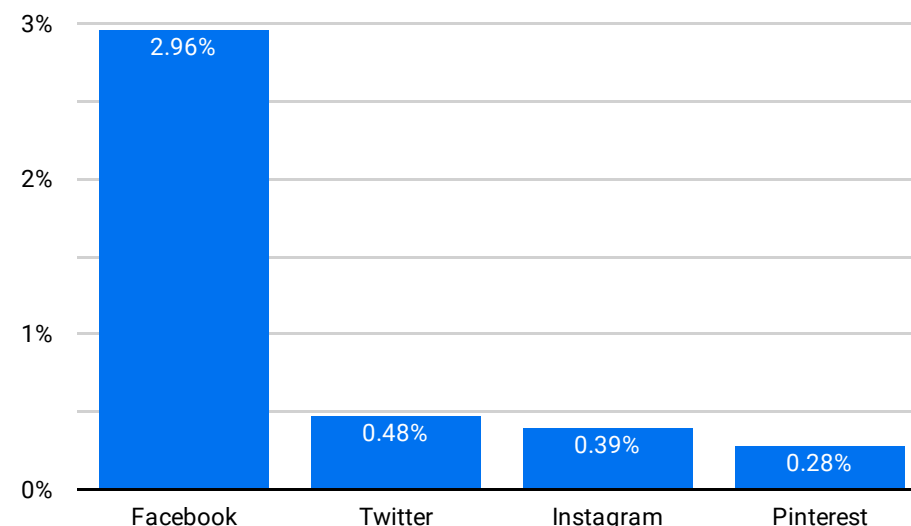
Link Clicks
892
CTR
0.28%

Twitter

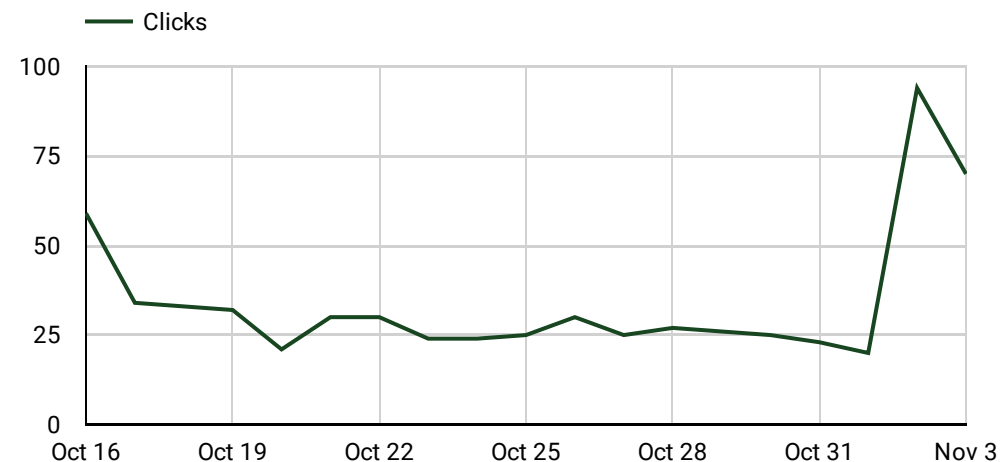
Twitter garnered the second-highest CTR out of all tactics, and was successful in relaying information that made eligible Green Bay voters want to learn more about what was happening with the election process.

Link Clicks
825
CTR
0.48%

Paid Social Click-Through Rates



Online Display Clicks Over Time





Future Recommendations

1. Utilize Facebook for future voting campaigns in this city.
2. If possible, future campaigns should enter the planning process sooner to allow enough time for social platforms to approve the advertiser. This will be important as these platforms continue to update and change their requirements during each election. Unfortunately, at this point it is unclear what ad restrictions will be in place when it comes to future campaigns, as platforms are changing these requirements with every election. Planning the campaign sooner will allow more time to handle whatever the platforms have put in place for that election.



Glossary

Term		Description
1.	CTR (Clickthrough Rate)	The rate at which users click on an ad after viewing
2.	CPC (Cost per Click)	The average amount spent in media to earn one click
3.	Conv. Rate	The rate at which users who visit the website complete the desired conversion action
4.	CPS/CPL	Cost per acquisition/cost per lead
5.	ROAS (Return on Ad Spend)	The average return per dollar spent in paid media
6.	VCR (Video Completion Rate)	The rate at which a video viewer watches a video ad to completion
7.	CPM	The average cost to serve 1,000 impressions
8.	Bounce Rate	The rate at which website visitors leave the site before completing any action such as scrolling, clicking to another page, or interacting with the page
9.	Eng. Rate	The rate at which users engage with an ad after viewing

Appendix: Campaign Background

Marketing & Communication Goal:

Inform voters in the city of Green Bay of the process and options for registering and voting in the 2020 general election.

Target Audience:

- All eligible voters in the city of Green Bay (18+ years old)

Timing:

- 10/16/2020 - 11/3/2020

- Originally, it was planned that messaging about counting absentee ballots would continue until 11/7. However, in messaging development the approved direction shifted away from counting ballots and to in-person voting safety. Due to this change, the campaign end date was adjusted to Election Day, as approved by the City of Green Bay.

Tactics:

- Online Display (Banner) Ads
- Paid Social
 - Facebook/Instagram In-Feed Ads
 - Pinterest Promoted Pins
 - Twitter Website Cards





Appendix: Online Display Summary

Oct 16, 2020 - Nov 3, 2020

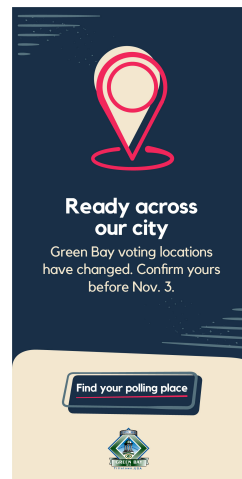
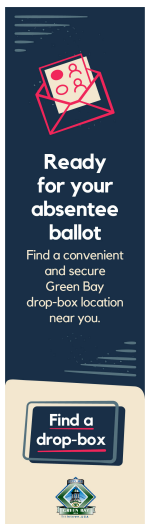
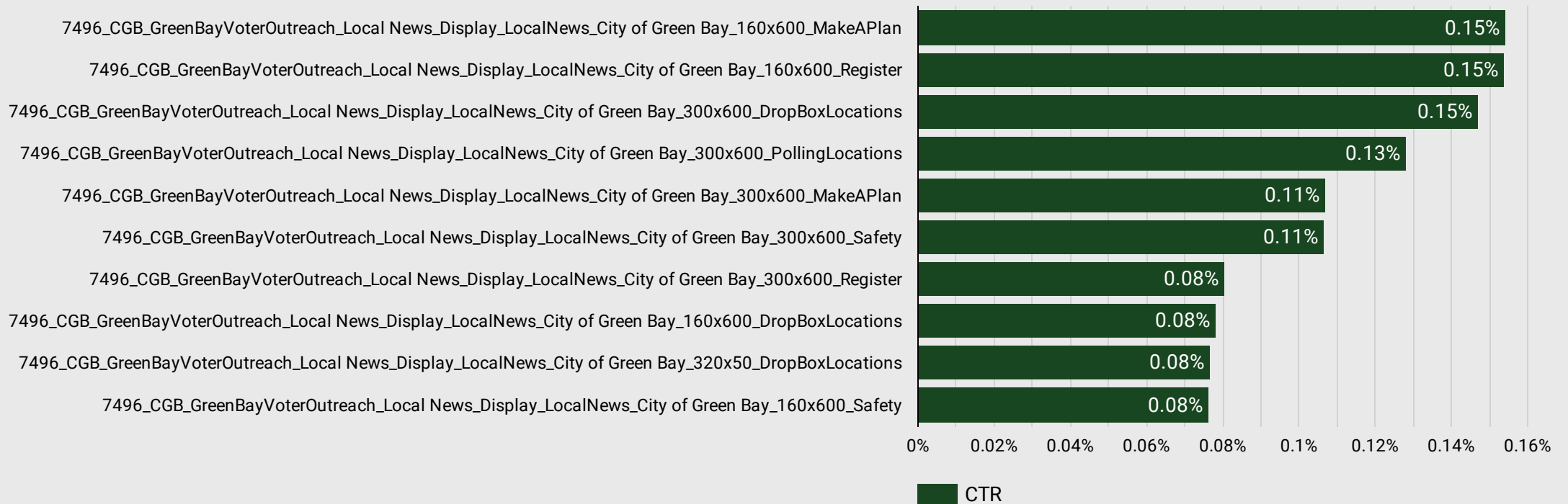
KPIs

Impressions
1,064,130

Clicks
652

CTR
0.06%

Creatives With Highest CTRs





Appendix: Facebook/Instagram Summary

Oct 16, 2020 - Nov 3, 2020

Impressions
120,841

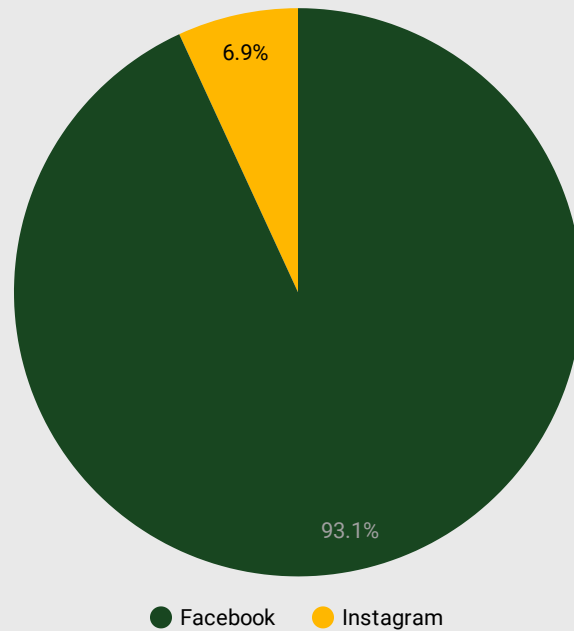
Facebook CTR
2.96%

Instagram CTR
0.39%

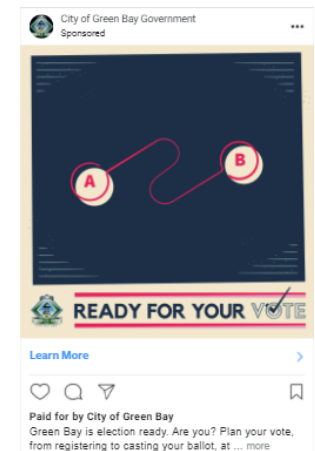
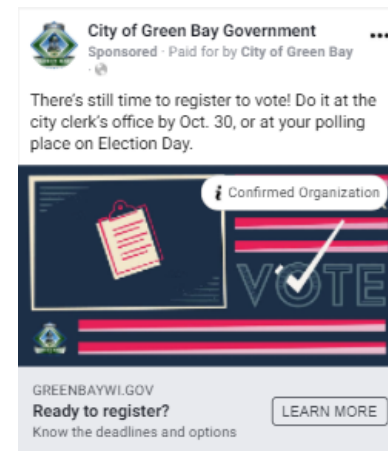
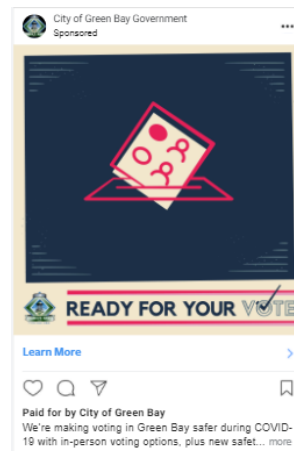
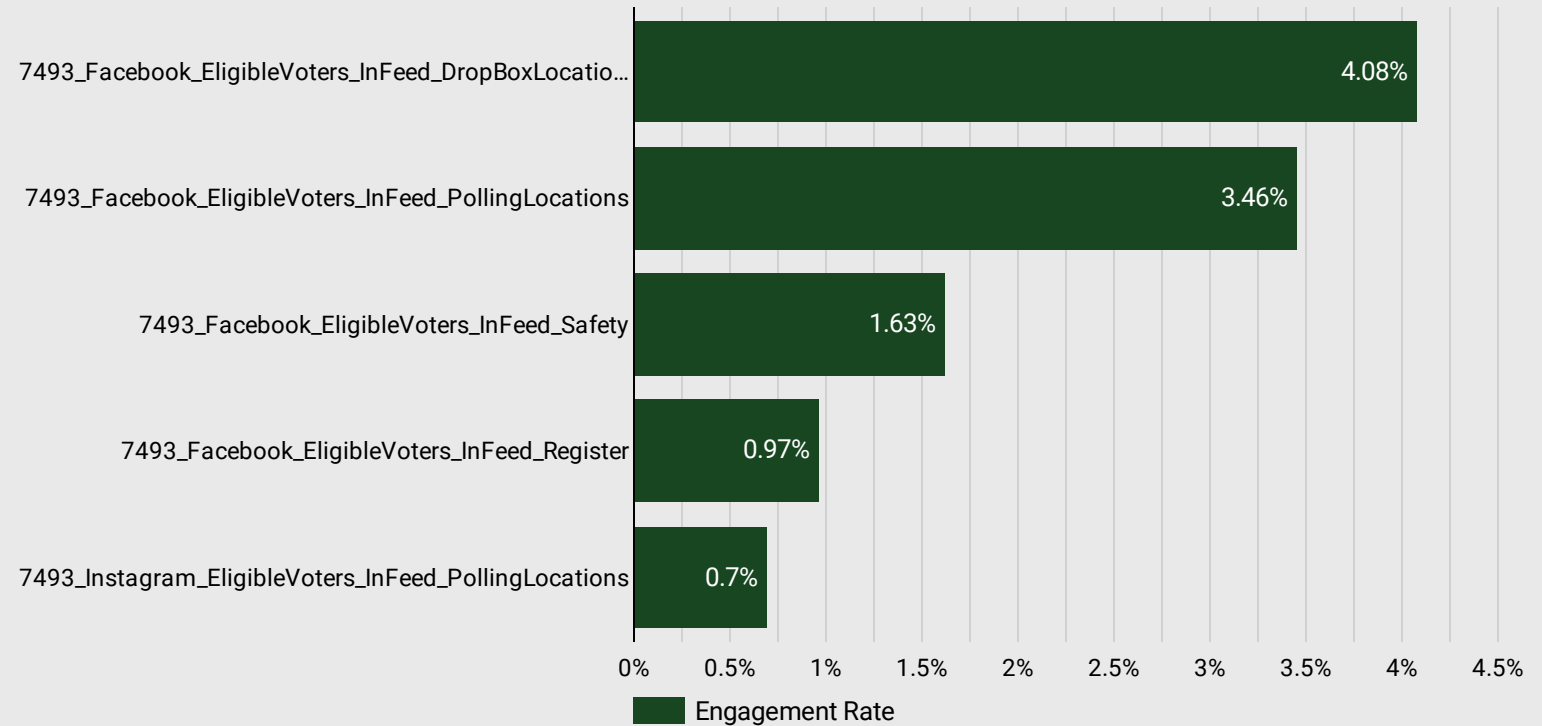
FB Engagement Rate
3.44%

IG Engagement Rate
0.66%

Clicks by Platform



Ads With Highest Engagement Rates





Appendix: Pinterest Summary

Oct 16, 2020 - Nov 3, 2020

Impressions
318,715

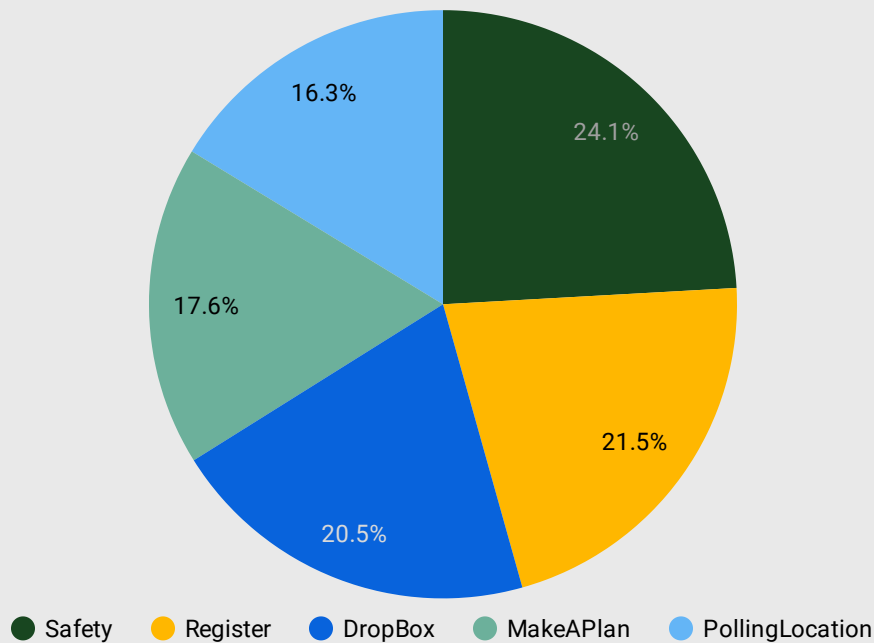
Link Clicks
892

CTR
0.28%

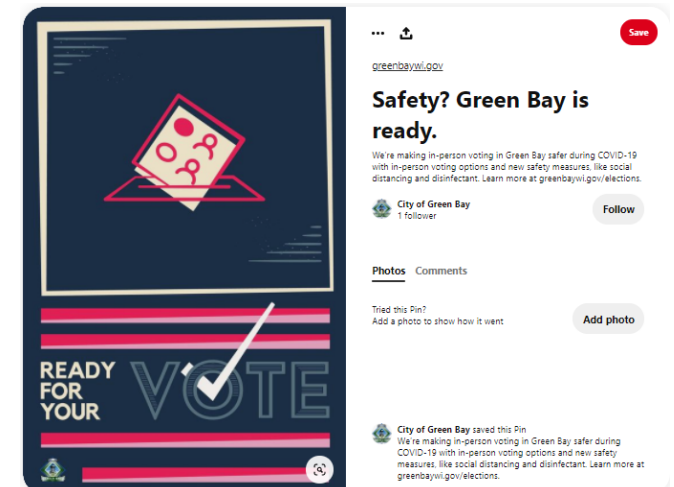
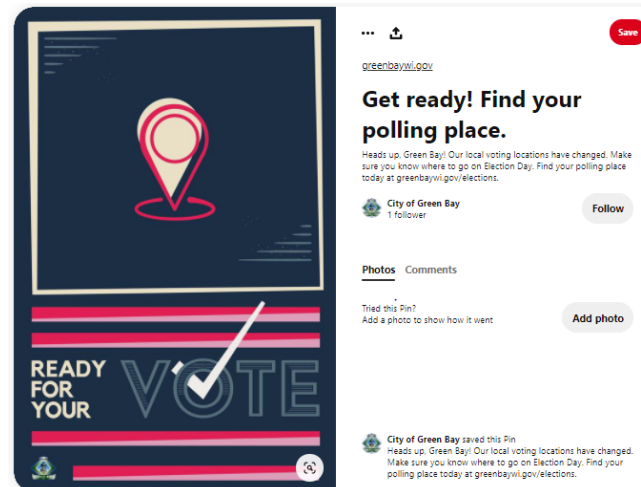
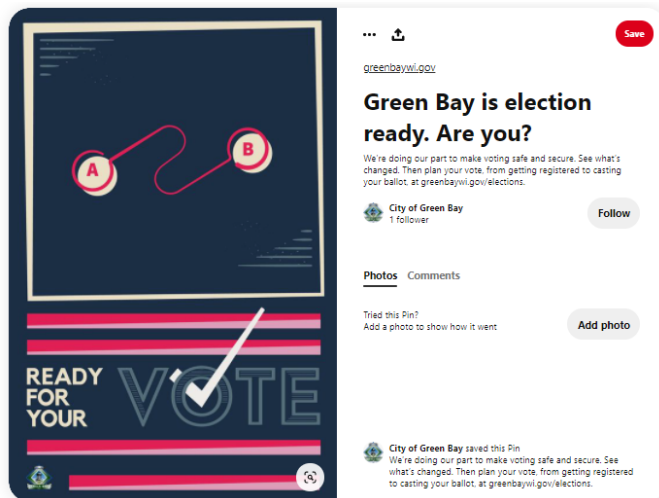
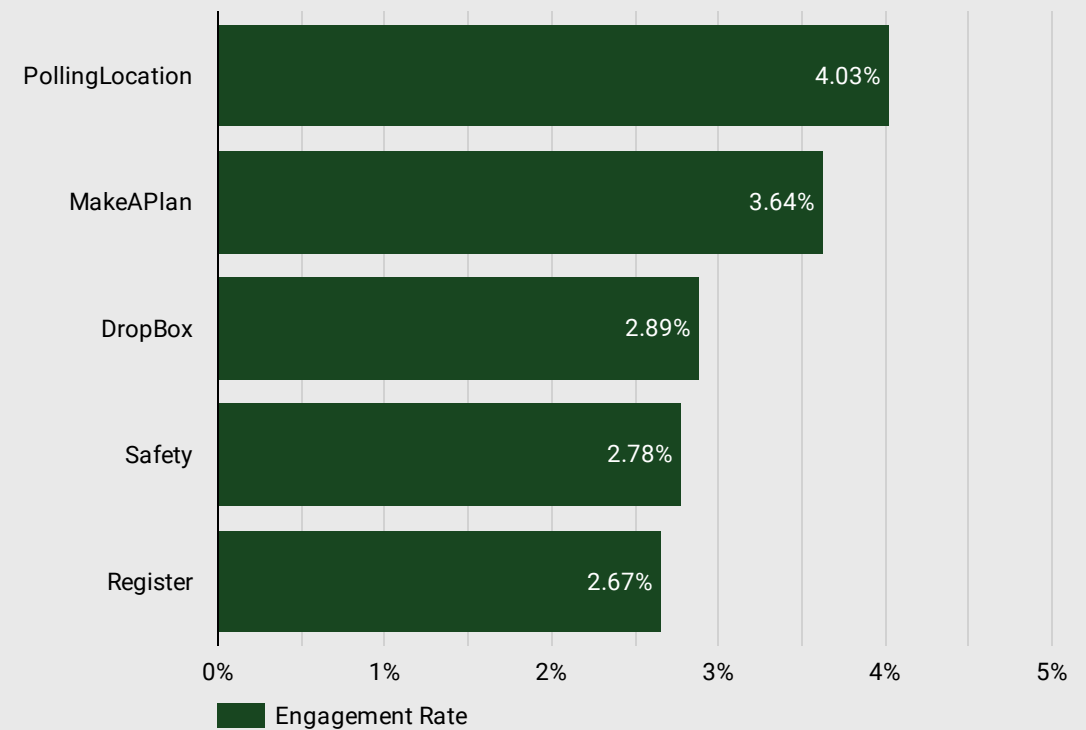
Engagements
9,977

Engagement Rate
3.13%

Impressions by Ad



Engagement Rates by Ad





Appendix: Twitter Summary

Oct 16, 2020 - Nov 3, 2020

Impressions
170,897

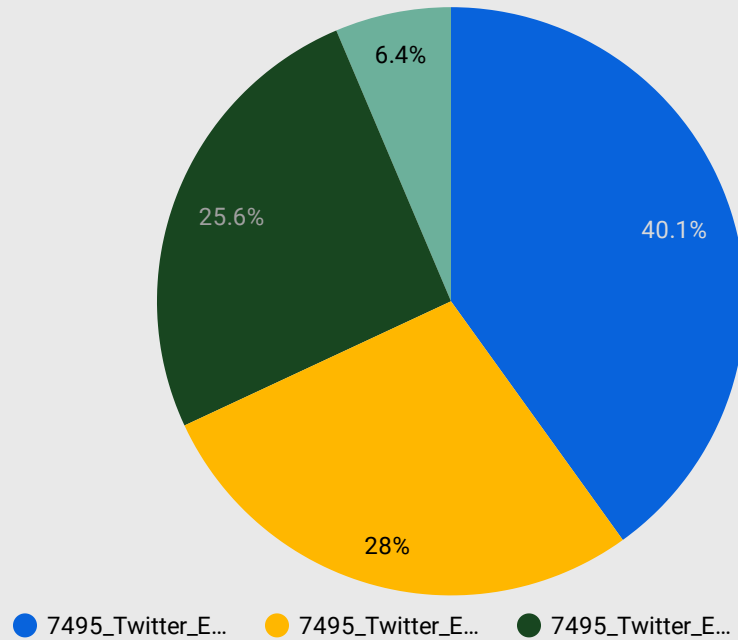
Link Clicks
825

CTR
0.48%

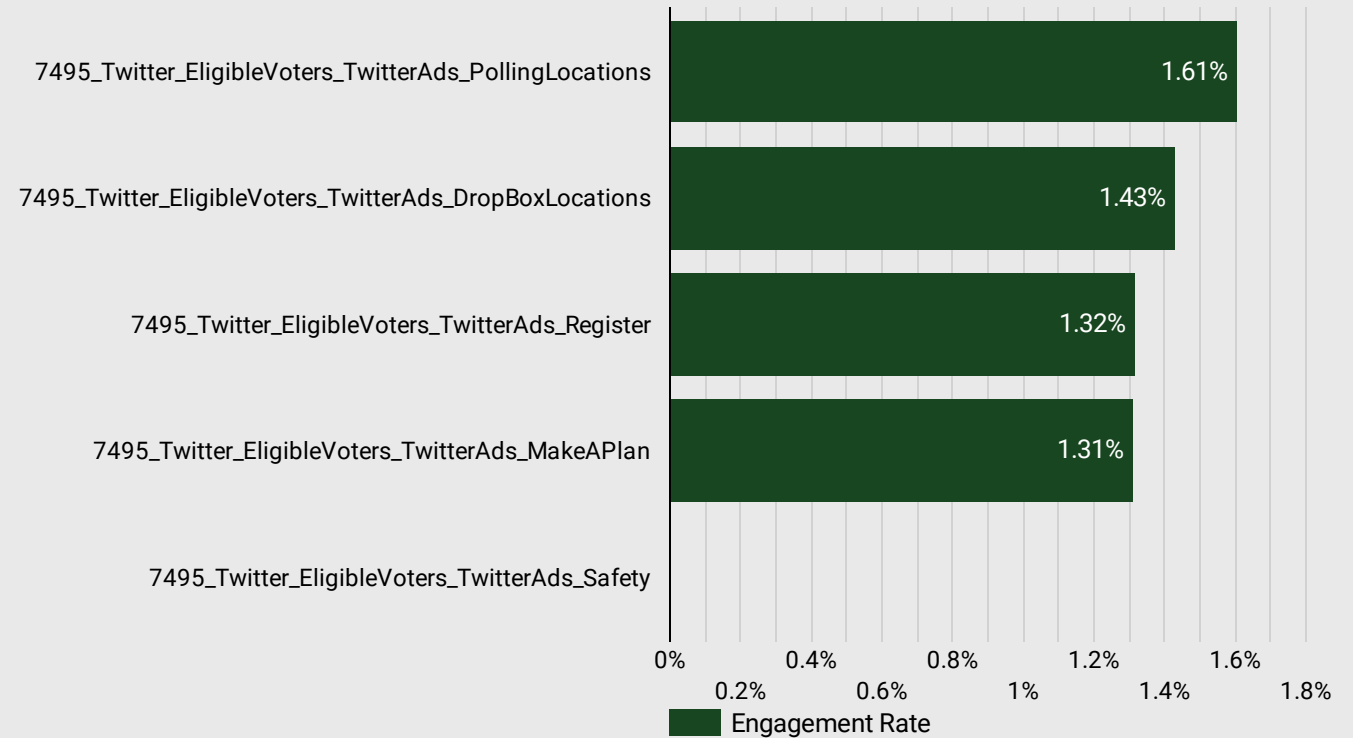
Engagements
2,502

Engagement Rate
1.46%

Impressions by Ad



Engagement Rates by Ad



City of Green Bay @CityofGreenBay · Oct 16
There's still time to register to vote — and Green Bay is ready to help. Visit greenbaywi.gov/elections to find out how to get registered at the city clerk's office by Oct. 30, or at your polling place on Election Day.



City of Green Bay @CityofGreenBay · Oct 16
Green Bay is ready for your absentee ballot. Mail it back or drop it off at one of our many secure drop-box locations. Visit greenbaywi.gov/elections to find one near you.



City of Green Bay @CityofGreenBay · Oct 16
Heads up, Green Bay! Our local voting locations have changed. Make sure you know where to go on Election Day. Find your polling place today at greenbaywi.gov/elections.





OTT & Earned Media Report

Date: 11/23/20
To: CGB
From: KW2/HVS
Subject: OTT & Earned Media Campaign Efforts

OTT Media

The Over-The-Top (OTT) digital ad campaign went live on October 22nd and ran through November 3rd. The objective of these ads was to encourage and promote voter education in the City of Green Bay by informing eligible voters of the process and options for registering and voting in the 2020 General Election. The campaign audience consisted of all eligible voters in the City of Green Bay (+18 years old).

Campaign Overview:

- Timing: October 22, 2020 – November 3, 2020
- Geography: City of Green Bay, WI
 - Zip Codes: 54155, 54229, 54301, 54302, 54303, 54304, 54311, 54313.
- Media Tactics: OTT, Pre-roll, YouTube & Address IQ via OTT.
- Campaign objective: Encourage and promote voter education and information to eligible voters in the City of Green Bay.

Highlights:

- A total of 942,182 impressions were delivered by the campaign.
 - 359,348 of these total impressions were Spanish ad impressions.
- The campaign focused on daily optimizations and delivery was opened from OTT to Pre-roll, YouTube and WeAreGreenBay.com mobile video delivery across the news website and all the apps (see appendix for platform and domain details).
- During the last two days of the campaign, OTT delivery was opened to Address IQ (the digital equivalent to direct mail) to further maximize the campaign's reach.

Tactic	Impressions	Spanish Impressions	100% Completions	Video Completion Rate (VCR) %
OTT	24,020	69,051	53,931	57.95%
AIQ OTT	51,592	6,785	35,026	59.99%
Pre-roll	418,538	271,918	397,320	57.54%
YouTube	7,969	11,594	11,126	56.87%
WeAreGreenBay.com Pre-roll & Apps	80,715		n/a	n/a
Total	942,182			



Top 10 OTT Platforms:

- Apple TV (45,394 impressions)
- Samsung (17,361 impressions)
- Roku (14,326 impressions)
- Amazon (7,030 impressions)
- Other Platform (3,570 impressions)
- Microsoft (2,258 impressions)
- Google (1,294 impressions)
- LG (1,148 impressions)
- Vizio (426 impressions)
- Sony (203 impressions)

Performance by Device:

- Mobile
 - 306,925 impressions
 - 1,512 clicks
 - 0.49% click rate
- Desktop
 - 298,702 impressions
 - 218 clicks
 - 0.07% click rate
- Tablet
 - 97,440 impressions
 - 1,162 clicks
 - 1.19% click rate
- Other
 - 6,960 impressions
 - 2 clicks
 - 0.21% click rate

Best Performing Ads (English & Spanish)

- Ready to Register – English version
 - 136,386 impressions
 - 665 clicks & 0.49% click rate
 - 79,593 completions & 58.36% video completion rate
- Ready for your Safety – Spanish version
 - 82,942 impressions
 - 279 clicks & 0.34% click rate
 - 50,653 completions & 61.07% video completion rate



Earned Media

The following earned media efforts were completed during the campaign:

Deliverable	Status	Notes
News Release #1: Kickoff Press Event Media Advisory	Complete	Sent via CGB NewsFlash 10/12/20
Kickoff Press Conference 10/13/2020 12:30 pm	Complete	Outlined news conference and drafted comments for Mayor Genrich and Celestine Jeffreys.
CGB Vote Countdown copy for SM and talking points	Complete	Countdown used for CGB Facebook posts.
News Release #2 for 10/19: Mail It Monday	Complete	Sent via CGB NewsFlash 10/19/20
Election Day Media Plan memo	Complete	Outline of comms responsibilities on Election Day.
Op-Ed Column for <i>Green Bay Press Gazette</i> and <i>Press Times</i>	Complete	Both publications printed Mayor Genrich's Op-Ed: Press-Times: 10/23; GBPG: 10/25
News Release #3 for 10/26	Complete	Sent via CGB NewsFlash 10/26/20
Media Advisory: Election Day Media Guidelines	Complete	Emailed this advisory directly to local Editors, News Directors and Assignment Managers on 10/27. Re-sent on 11/2 with contact info for Lt. Shauna Walesh, Election Day PIO.
News Release #4 for 11/2	Complete	Sent via CGB NewsFlash 11/2/20
"How Green Bay is Ready For Your Vote" Talking Points	Complete	Distributed to City Staff 10/27 for reference during radio interviews as well as social media posts.
Pitch and coordinate radio interviews: WTAQ AM-FM 10/26, 7:45am WNCY FM "Y-100" 10/29, 8:10 am WIXX FM 10/29, 8:45am	Complete	WTAQ – Mayor Genrich on <i>Morning News with Matt and Earl</i> ; appr. 7 mins. WNCY – Mayor on <i>Shotgun & Charli Show</i> appr. 3 mins. WIXX – Celestine Jeffreys on <i>Murphy In The Morning Show</i> approx. 3 mins.
Election Day Crisis Communication planning	Complete	Collaborated with election mentors, city staff and law enforcement to create a plan for communications on Election Day for routine and crisis communications.
Final week lead-up to Election Day Media Coordination	Complete	Fielded emails and calls from local media following the 10/27 Media Advisory. Media were directed to alert HVS to which polling place or central count they planned to attend on Election Day; HVS communicated this info to PIO.
News Conference: Monday, 11/2	Complete	Created an outline and draft talking points for news conference, which was coordinated internally by city staff.
Election Day Media Coordination	Complete	Worked with media all day 11/3 on where they could and could not be; rules of engagement by media members; helping to fulfill interview requests. Started at Johnsonville Tailgate Village at 6:30am; then to Sears building followed by Bay Beach, then Central Count. Remained at Central Count until 10:45pm.

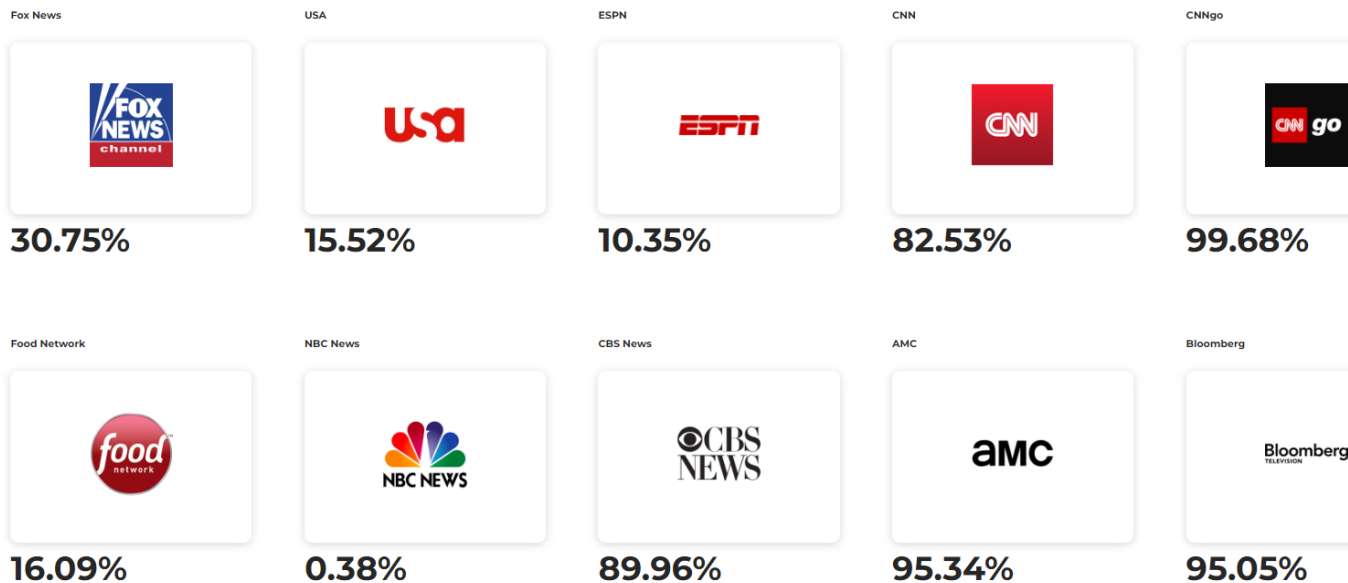


OTT Appendix

PERFORMANCE BY PLATFORM

PLATFORM	IMPRESSIONS	25% COMPLETED	50% COMPLETED	75% COMPLETED	100% COMPLETED
 Apple	45,394	69.87%	54.04%	42.06%	32.68%
 Samsung	17,361	81.13%	75.57%	71.94%	70.24%
 Roku	14,326	98.79%	98.48%	98.17%	97.92%
 Amazon	7,030	95.79%	95.32%	94.98%	94.71%
 Other Platform	3,570	79.66%	73.56%	70.87%	68.63%
 Microsoft	2,258	91.23%	91.19%	91.05%	91.01%
 Google	1,294	54.33%	45.98%	41.58%	38.56%
 LG	1,148	65.68%	55.92%	50.35%	47.74%
 Vizio	426	96.24%	96.24%	96.24%	96.01%
 Sony	203	98.03%	97.54%	97.54%	96.55%

PERFORMANCE BY FEATURED NETWORK





Pre-Roll Top 10 Domains

PERFORMANCE BY PLACEMENT

DOMAIN	IMPRESSIONS	CLICKS	CLICK RATE
Words With Friends 2	38,943	1,079	2.77%
Spider Solitaire	2,410	579	24.02%
Words With Friends	21,693	525	2.42%
microsoftcasualgames.com	4,335	117	2.70%
Wordscapes	3,119	109	3.49%
nypost.com	5,394	29	0.54%
facty.com	744	23	3.09%
legacy.com	166,638	22	0.01%
Jigsaw Puzzle	468	21	4.49%
foxnews.com	19,418	20	0.10%

Performance by Device

DESKTOP MOBILE TABLET OTHER



Impressions



Clicks

DEVICES	IMPRESSIONS	CLICKS	CLICK RATE
Mobile	306,925	1,512	0.49%
Desktop	298,702	218	0.07%
Tablet	97,440	1,162	1.19%
Other	6,960	2	0.21%
Total	710,027	2,894	0.41%

Best Performing Ads

HVS - READY TO REGISTER - ENGLISH VIDEO

IMPRESSIONS

136,386

CLICKS

665

CLICK RATE

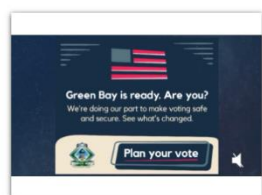
0.49%

COMPLETIONS

79,593

COMPLETION RATE

58.36%



HVS - READY FOR YOUR SAFETY - SPANISH VIDEO

IMPRESSIONS

82,942

CLICKS

279

CLICK RATE

0.34%

COMPLETIONS

50,653

COMPLETION RATE

61.07%



25% COMPLETE

76.86%

50% COMPLETE

68.60%

75% COMPLETE

62.95%

100% COMPLETE

58.36%

25% COMPLETE

79.64%

50% COMPLETE

71.69%

75% COMPLETE

66.13%

100% COMPLETE

61.07%

**Resolution Expressing Full Confidence
in the Administration of Green Bay's
August and November 2020 Elections**

March 16, 2021

BY THE COMMON COUNCIL OF THE CITY OF GREEN BAY:

WHEREAS, in 2020, Green Bay faced pandemic conditions for the first time in 100 years, forcing City staff and the Common Council to reconsider all election processes and procedures and, for the health and safety of our citizens, adapt to federal and state health guidelines; and

WHEREAS, all of Green Bay's 2020 elections were administered by the City Clerk's office according to Wisconsin statutes; and

WHEREAS, the Clerk's staff has attested to having properly maintained control of all election facilities, technology, and ballots; and

WHEREAS, the Common Council, in May of 2020, formed the Ad Hoc Committee on Elections ("Committee") for the purpose of ensuring safe, fair, and legitimate elections during the pandemic; and

WHEREAS, the Committee, working with the Clerk's office, approved the purchase of voting technology, PPE for poll workers, funding for communication campaigns for early in-person absentee voting and absentee voting, and ballot drop boxes; and

WHEREAS, in June of 2020, the Clerk's staff, along with the clerk's staffs of Racine, Milwaukee, Madison, and Kenosha, prepared a template for a safe and fair election; and

WHEREAS, on July 21, 2020, this Council unanimously approved the "Wisconsin Safe Voting Plan" and acceptance of a grant from the Center for Tech and Civic Life (CTCL) in the amount of \$1.093 million; and

WHEREAS, on September 24, 2020, this Council unanimously approved acceptance of an additional grant from CTCL in the amount of \$522,200; and

WHEREAS, the Center for Tech and Civic Life stated that its funds "must be used exclusively for the public purpose of planning and operationalizing safe and secure election administration in the City of Green Bay in accordance with the Wisconsin Safe Voting Plan 2020"; and

WHEREAS, the Committee ensured that expenditures of CTCL grant funds were consistent with requirements from the Wisconsin Elections Commission as well as with CTCL's statement; and

WHEREAS, such expenditures of CTCL grant funds were also approved by this Council, paid per standard and customary City procedures by appropriate City staff, and have been made public; and

WHEREAS, City staff participated in security planning for the November election with the Green Bay Police Department, which included training related to securing polling locations and security training for poll workers; and

WHEREAS, allegations have been made, publicly calling into question the propriety of election administration in Green Bay following acceptance of the CTCL grant;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council of the City of Green Bay proudly asserts that the August and November 2020 elections administered by the City of Green Bay were properly executed in an accurate, safe, and secure manner, and hereby rejects allegations to the contrary.

Adopted _____

Approved _____

Mayor

Clerk