



AGENDA OF THE GREEN BAY PLAN COMMISSION

MONDAY, NOVEMBER 25, 2024, 6:00 PM
City Hall, Room 604 - The Harry Maier Room.
Virtual attendance is also available via Zoom.

A. Zoom Meeting Information.

- I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/84137675822?pwd=L2EyVlpDSIZGZlFjcmlpWnZlOEVnUT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 841 3767 5822

Passcode: 483400

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

- I. Members: Chair Lisa Hanson, Vice-Chair Jacob Miller, Ald. Jim Hutchison, Derius Daniels, Ken Rovinski, Emma Fulwilder and Kelsey Lutzow.

C. Approval of the Agenda.

- I. Approval of the agenda for the Monday, November 25, 2024, meeting of the Green Bay Plan Commission.

D. Approval of Minutes.

- I. Approval of the minutes from the November 4, 2024, meeting.

E. Regular Business.

- I. Consideration with possible action on the request by Downtown Green Bay, Inc., (DGBI) to approve their 2025 Business Improvement District (BID) Operation Plan.
2. Consideration with possible action on the request by Olde Main Street Inc., (OMS) to

approve their 2025 Business Improvement District (BID) Operating Plan.

3. Consideration with possible action on the request by On Broadway Inc., (OBI) to approve their 2025 Business Improvement District Operating Plan.
4. Consideration with possible action on the request by Military Avenue Inc., (MAI) to approve their 2025 Business Improvement District (BID) Operating Plan.
5. (ZP 24-37) Public Hearing on a request for a Conditional Use Permit to allow a single-family residence in an (OR) Office Residential district located at 129 Oak Grove Avenue, submitted by Dennis and Cindy Scherer, property owners. (Ald. C. Stevens, District 5)
6. (ZP 24-37) Consideration with possible action on a request for a Conditional Use Permit to allow a single-family residence in an (OR) Office Residential district located at 129 Oak Grove Avenue, submitted by Dennis and Cindy Scherer, property owners. (Ald. C. Stevens, District 5)
7. (ZP 24-44) Public Hearing on a request for a Conditional Use Permit to allow a covered front porch within the front yard setback located at 823 Neufeld Street, submitted by Karstin Van Stechelman, property owner. (Ald. C. Wery, District 8)
8. (ZP 24-44) Consideration with possible action on a request for a Conditional Use Permit to allow a covered front porch within the front yard setback located at 823 Neufeld Street, submitted by Karstin Van Stechelman, property owner. (Ald. C. Wery, District 8)
9. (ZP 24-42) Public hearing on a request to rezone Parcel 21-1336-2 located on the 1600 Block of Amy Street from Low-Density Residential (R1) to Medium-Density Residential (R2), submitted by Dalton Ruesch, JJP Acquisitions LLC, property owner. (Ald. B Galvin, District 4)
10. (ZP 24-42) Consideration with possible action on a request to rezone Parcel 21-1336-2 located on the 1600 Block of Amy Street from Low-Density Residential (R1) to Medium-Density Residential (R2), submitted by Dalton Ruesch, JJP Acquisitions LLC, property owner. (Ald. B Galvin, District 4)
11. (ZP 24-43) Public hearing on a request to amend uses and physical development standards of a Planned Unit Development (PUD) at 216 S Military Avenue, submitted by David Martin of Henry Real Estate Development LLC, applicant and property owner. (Ald. M. Eck, District 11)
12. (ZP 24-43) Consideration with possible action on a request to amend uses and physical development standards of a Planned Unit Development (PUD) at 216 S Military Avenue, submitted by David Martin of Henry Real Estate Development LLC, applicant and property owner. (Ald. M. Eck, District 11)
13. (ZP 24-45) Public Hearing on a request to amend a Planned Unit Development (Southwest Woods) located at 2405 W. Mason Street Frontage Road and the 1100-1200 Block of Hinkle Street from W. Mason Street Frontage Road to Hobart Drive, submitted by DT HMC West Mason, LLC, on behalf of multiple property owners. (Ald. M. Eck, District 11)
14. (ZP 24-45) Consideration with possible action on a request to amend a Planned Unit

Development (Southwest Woods) located at 2405 W. Mason Street Frontage Road and the 1100-1200 Block of Hinkle Street from W. Mason Street Frontage Road to Hobart Drive, submitted by DT HMC West Mason, LLC, on behalf of multiple property owners. (Ald. M. Eck, District 11)

15. (ZP 24-46) Public Hearing on a request to rezone 2425 W. Mason Street Frontage Road and parts of 2415 and 2405 W. Mason Street Frontage Road from General Commercial (C1) to Highway Commercial (C2), submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)
16. (ZP 24-46) Consideration with possible action on a request to rezone 2425 W. Mason Street Frontage Road and parts of 2415 and 2405 W. Mason Street Frontage Road from General Commercial (C1) to Highway Commercial (C2), submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)
17. (ZP 24-47) Public Hearing on a request for a Conditional Use Permit to allow for a surface parking lot on parts of 2425, 2415, and 2405 W. Mason Street Frontage Road, submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)
18. (ZP 24-47) Consideration with possible action on a request for a Conditional Use Permit to allow for a surface parking lot on parts of 2425, 2415, and 2405 W. Mason Street Frontage Road, submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)

F. Informational.

1. Director's report.
2. Date of next meeting: January 13, 2025.

G. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 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 Plan Commission 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.



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.1

Consideration with possible action on the request by Downtown Green Bay, Inc., (DGBI) to approve their 2025 Business Improvement District (BID) Operation Plan.

BACKGROUND

Each year the City of Green Bay's Business Improvement Districts are required to submit their annual operating plans to the Green Bay Plan Commission for review and approval. The attached 2025 Operating Plan has been approved by the DGBI BID Board and has been reviewed by the City's Attorney.

RECOMMENDATION

Approve the DGBI 2025 Operating Plan as submitted.

FISCAL IMPACT

ATTACHMENTS

1. 2025 DGBI Operating Plan
2. 2025 DGBI District I OP Attorney Letter-11.25.14

2025
Downtown Green Bay, Inc.
BUSINESS IMPROVEMENT DISTRICT

OPERATING PLAN



Downtown District

The Heart and Soul of Green Bay

Downtown Green Bay, Inc.

130 E. Walnut St. Suite 501

Green Bay, WI 54301

Phone: (920) 437-5972

downtowngreenbay.com

TABLE OF CONTENTS

Item	Page
Introduction	3
District Boundaries	3
Proposed Operating Plan	3
Method of Assessment	7
Relationship to Comprehensive Plan	8
Plan Approval Process	8
Future Year Operating Plans	9
Appendices	9

I. INTRODUCTION

A. Background

In 1984, the Wisconsin legislature created 66.1109 (formerly S. 66.608) of the Statutes (see Appendix A) enabling cities to establish Business Improvement Districts (BIDs). The purpose of the law is “to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities.” (1983 Wisconsin Act 184, Section 1, legislative declaration.)

The City of Green Bay received a petition from property owners that requested creation of a Business Improvement District for the purpose of revitalizing and improving the Downtown District business area on Green Bay’s east side. (see Appendix B). The BID law requires that every district have an annual Operating Plan. This document is the 2025 Operating Plan for the Downtown District.

B. Physical Setting

The physical boundaries of the district include Mason Street to the south, Monroe to the east and the Fox and East Rivers bounding the west and north respectively.

II. DISTRICT BOUNDARIES

Please see the map of the district in Appendix C of this plan. A listing of the properties included in the district is provided in Appendix C.

III. PROPOSED OPERATING PLAN

A. Plan Objectives

The objective of the BID is to provide leadership and management for revitalizing the Downtown District. By emphasizing community-based planning, planning that appreciates the advantages of low-cost, modest initiatives over the blockbuster resuscitation efforts of large-scale stand-alone projects the District performs the classic function of the urban neighborhood. Such districts give growth to new businesses, add substance to the local economy and export their innovations to the rest of the City.

B. Proposed Activities - Principal activities to be engaged in by the district during 2025 include:

BUSINESS DEVELOPMENT - DGBI will implement strategies to drive corporate, residential, and retail development by focusing on business recruitment and retention initiatives in partnership with regional and local entities like New North, the City of Green Bay, and Discover Green Bay. Efforts will include promoting available properties and fostering real estate connectivity. Additionally, DGBI will coordinate networking events, host presentations and business tours, and maintain direct engagement with district property and business owners through the "Downtown Insider" monthly newsletter and personal interactions.

2025 Initiatives:

- Evaluate and implement new business recruitment strategies.
- Host three Network with your Neighbor meetings throughout the year.

WELCOMING ENVIRONMENT- DGBI will create an inviting and distinctive environment for residents and visitors by providing amenities such as summer planters, hanging baskets, winter planters, banners, public art, and holiday décor.

Placemaking initiatives will include spring bulb plantings, banners, and lighting projects. Cleanliness efforts will be supported by the Clean Team (paid staff) and the Adopt-A-Block program (volunteers), alongside district-wide clean-up

events. DGBI will also foster relationships with the Green Bay Police and business partners to address vandalism and enhance public safety in the district.

2025 Initiatives:

- Organize placemaking initiatives such as mural and lighting projects in preparation for the 2025 NFL Draft.
- Work with the local Urban Design Firm, ISG and the City of Green Bay on streetscape improvements for the district.

MARKETING AND PROMOTION OF DOWNTOWN - DGBI will promote the BID as a valuable community asset and a unique destination for events, shopping, dining, and business through a mix of digital and traditional marketing channels, including the website, newsletter, social media, print, broadcast, and billboard advertising, to strengthen the Downtown District's brand. Collaborating with the DGBI Events team, specific marketing plans will be developed to attract visitors and boost foot traffic. Additionally, DGBI will partner with the City's Economic Development team to create innovative marketing strategies aimed at recruiting new businesses, supporting existing ones, and attracting residents to the district.

2025 Initiatives:

- Redesign and expand the website and yearly Visitor Guide.
- Create and launch a significant 2025 NFL Draft marketing campaign.

EVENTS – Although BID funding is not used for event expenses, DGBI will continue to activate the downtown district through a year-round calendar of engaging events and activities designed to support downtown businesses and attract both residents and visitors. These events will serve as a platform to showcase the unique offerings of the district, driving foot traffic and creating vibrant experiences that benefit the local economy and strengthen community connections.

2025 Initiatives:

- Coordinate a slate of engaging events during the 2025 NFL Draft.
- Partner with local organizations to support additional Downtown events.

COMMUNITY OUTREACH AND ENGAGEMENT- DGBI will work with community partners to better understand and respond to social issues and their impact on district businesses. We will celebrate diversity, equity, and inclusion through events and initiatives aimed at fostering a more inclusive environment. Additionally, DGBI will explore the development of an ambassador program in collaboration with city and community partners to ensure a safe and welcoming downtown experience for all.

2025 Initiatives:

- Host an annual Safety Summit in collaboration with Public Safety and local community leaders.
- Distribute Resource Guide district wide.

C. Proposed Expenditures – 2025

2025 Proposed Business Improvement District Operating Plan Budget for Downtown Green Bay				
REVENUE			Proposed 2025 Budget	Approved 2024 Budget
	BID Assessment - DGBI		\$ 266,308.00	\$ 267,571.00
	Total Revenue		\$ 266,308.00	\$ 267,571.00
EXPENSES				
Administrative				
	Allocation toward DGBI Staffing		\$ 154,358.00	\$ 125,671.00
Operating Expenses				
	Office Supplies & Equipment		\$ 2000.00	\$ 2,500.00
	Phone/Internet		\$ 2800.00	\$ 3,200.00
	Dues, Fees and Subscriptions		\$ 3350.00	\$ 3,000.00
	Conferences/Professional Devel.		\$ 4,000.00	\$ 5,000.00
	Insurance		\$ 11,000.00	\$ 10,000.00
	Lease/Rental Fees		\$ 25,000.00	\$ 22,000.00
	Total Operating Expenses		\$ 48,150.00	\$ 45,900.00
BID Audit/Accounting Services	Annual Audit		\$ 13,800.00	\$ 11,500.00
Marketing/Printing				
	Includes graphic design software, printed and digital promotional materials, website, social media, and promotional giveaways			
	Total Marketing allocations		\$ 15,000.00	\$ 15,000.00
Economic Development				

	Business recruitment and retention, networking		\$ 7,000.00	\$ 7,500.00
Physical Improvements				
	Holiday Wreath Lighting & Décor		\$ 10,000.00	\$ 10,000.00
	Cleanliness - Litter, Weeds		\$ 9,000.00	\$ 9,000.00
	Banner and Bracket Replacements		\$ 4,000.00	\$ 40,000.00
	Public Art		\$ 5,000.00	\$ 3,000.00
	Planters-Paid for by private contributions			
	Washington St. Tree Lights-Paid for by private contributions			
	Total Physical Improvements		\$ 28,000.00	\$ 62,000.00
	Total Expenses		\$ 266,308.00	\$ 267,571.00

D. Financing Method

The proposed expenditures contained in Section C, above, will be financed through the BID assessment. It is estimated that approximately **\$266,308** will be raised through assessments. This amount is a portion of the overall organizational budget of Downtown Green Bay, Inc. Sponsorships and event revenues are anticipated to cover the additional staffing, operating, and event costs. The BID Board shall have the authority and responsibility to prioritize expenditures and to revise the budget as necessary to match the funds available.

E. Organization of BID Board

Upon creation of the BID, the Mayor will appoint members to the district board ("board"). The board's primary responsibility is the implementation of this Operating Plan. This will require the board to negotiate with providers of services and materials to carry out the Plan; to enter various contracts; to monitor development activity; to periodically revise the Operating Plan; to ensure district compliance with the provisions of applicable statutes and regulations; and to make reimbursements for any overpayments of BID assessments.

State law requires that the board be composed of at least five members and that a majority of the board members be owners or occupants of property within the district.

It is recommended that the BID board be structured and operate as follows:

1. Board Size – at least Five
2. Composition - At least three fifths members shall be owners or occupants of property within the district. Any non-owner or non-occupant appointed to the board shall be a resident of the City of Green Bay. The board shall elect its Chairperson from among its members.
3. Term - Appointments to the board shall be for a period of three years except that initially two members shall be appointed for a period of three years, two members shall be appointed for a period of two years, and one member shall be appointed for a period of one year.
4. Compensation – None
5. Meetings - All meetings of the board shall be governed by the Wisconsin Open Meetings Law.

6. Record Keeping - Files and records of the board's affairs shall be kept pursuant to public record requirements.
7. Staffing - The board may employ staff and/or contract for staffing services pursuant to this Plan and subsequent modifications thereof.
8. Meetings - The board shall meet regularly, at least twice each year. The board shall adopt rules of order ("by laws") to govern the conduct of its meetings.

F. Relationship to Downtown Green Bay, Inc.

The BID shall be a separate entity from Downtown Green Bay, Inc., notwithstanding the fact that members, officers and directors of each may be shared. Downtown Green Bay, Inc. shall remain a private non-profit organization, not subject to the open meeting law, and not subject to the public record law except for its records generated in connection with the BID board. The BID shall contract with Downtown Green Bay, Inc. to provide services, in accordance with this Plan. The Downtown Green Bay, Inc. 501C3 Organization will also manage the Olde Main Street BID. The accounting of the BID assessment funds will be tracked in our accounting software. Each BID's income and expenses will be separated by Class and can be reported to the BID Boards at any time.

IV. METHOD OF ASSESMENT

A. Assessment Rate and Method

Parcels Assessed

All tax parcels within the District required to pay real estate taxes, including those taxed by the State as manufacturing, and all parcels used exclusively for manufacturing, will be assessed. Real property used exclusively for residential purposes may not be assessed, as required by the BID law. Residential property will be defined as 100% residential property or owner-occupied properties. Property exempt from paying real estate taxes will not be assessed. Property owned by government agencies will not be assessed.

Levy of Assessment

Special assessments under this 2025 Operating Plan are hereby levied against each tax parcel of property within the District which has a separate tax key number, in the amount shown on the assessment schedule which is attached hereto as Appendix D. The assessment was based on the assessed value of that parcel (land and improvements) as shown in the records of the City Assessor's office in September 2024 except as otherwise identified below.

The principle behind the assessment methodology is that each non-exempt parcel's owners should pay for District development in proportion to the benefits derived. Obviously, not every parcel within the District will benefit equally, thus it has been assumed that hospitality and entertainment uses will derive the most benefit and therefore will contribute to the BID at a higher assessment rate and warehouse uses will benefit the least and therefore contribute at a lower rate.

The 2024 assessment shown on Appendix D was calculated as \$2.28 for each \$1,000 of assessed value for properties whose use is identified as retail, hospitality or entertainment-related and \$.76 for each \$1,000 of assessed value for properties whose use is identified as office/commercial. Appendix C, attached hereto, contains a list of SIC codes identifying these properties.

For properties whose use comprises mixed SIC codes, the property has been identified by the ground level use(s) of any buildings constructed on the property. The ground level use is presumed to be the dominant use of the property. If a ground level has more than two uses, then the property has been identified by the use that makes up more than one half of the ground level square footage. The burden is on the owner to change a property classification from that designated in Appendix D. It must be proven annually by the owner of the property in question to the BID board.

B. Excluded and Exempt Property

The BID law requires explicit consideration of certain classes of property. In compliance with the law the following statements are provided.

1. State Statute 66.1109(1)(f)lm: The district will contain property used exclusively for manufacturing purposes, as well as properties used in part for manufacturing. These properties will be assessed according to the method set forth in this plan because it is assumed that they will benefit from development in the district.
2. State Statute 66.1109(5)(a): Property known to be used exclusively for residential purposes will not be assessed; such properties will be identified as BID Exempt Properties in Appendix D, as revised each year.
3. In accordance with the interpretation of the City Attorney regarding State Statute 66.1109(1)(b), property exempt from general real estate taxes has been excluded from the district. Privately owned tax-exempt property adjoining the district and which is expected to benefit from district activities may be asked to make a financial contribution to the district on a voluntary basis.

V. RELATIONSHIP TO GREEN BAY COMPREHENSIVE PLAN AND ORDERLY DEVELOPMENT OF THE CITY

A. City Plans

Creation of a business improvement district to facilitate District redevelopment is consistent with the City of Green Bay's Comprehensive Plan, Downtown Design Plan and Waterfront Plan and would promote the orderly development of the City in general.

B. City Role in District Operation

The City of Green Bay has committed to helping private property owners in the district promote its development. To this end, the City is expected to play a significant role in the creation of the Business Improvement District and in the implementation of the Operating Plan. In particular, the City will:

1. Provide technical assistance to the proponents of the district through adoption of the Plan and provide assistance as appropriate thereafter.
2. Monitor and, when appropriate, apply for outside funds that could be used in support of the district.
3. Collect assessments, maintain in a segregated account, and disburse the monies of the district.
4. Receive annual audits as required per sec. 66.1109 (3) (c) of the BID law.
5. Provide the board, through the Tax Commissioner's Office on or before June 30th of each Plan year, with the official City records and the assessed value of each tax key number with the district, as of January 1st of each Plan year, for purposes of calculating the BID assessments.

6. Encourage the State of Wisconsin, Brown County and other units of government to support the activities of the district.

VI. PLAN APPROVAL PROCESS

A. Public Review Process

The Wisconsin Business Improvement district law establishes a specific process for reviewing and approving proposed districts. Pursuant to the statutory requirements, the following process will be followed:

1. The City of Green Bay Plan Commission will review the BID audits and approve the proposed Operating Plan. They will provide a recommendation to Council.
2. Common Council will act on the proposed Operating plans.
3. The Common Council will act on the proposed BID Plan.

VII. FUTURE YEAR OPERATING PLANS

A. Phased Development

It is anticipated that the BID will continue to revise and develop the Operating Plan annually, in response to changing development needs and opportunities in the district, in accordance with the purposes and objectives defined in this Operating Plan.

Section 66.1109 (3) (a) of the BID law requires the board and the City to annually review and make changes as appropriate in the Operating Plan. Therefore, while this document outlines in general terms the complete development program, it focuses upon 2025 activities, and information on specific assessed values, budget amounts and assessment amounts are based on 2024 conditions. Greater detail about subsequent year's activities will be provided in the required annual Plan updates, and approval by the Common Council of such Plan updates shall be conclusive evidence of compliance with this Plan and the BID law.

In later years, the BID Operating Plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. However, the method of assessing shall not be materially altered, except with the consent of the City of Green Bay.

B. Amendment, Severability and Expansion

This BID has been created under authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of this Statute invalid or unconstitutional its decision will not invalidate or terminate the BID and this BID Plan shall be amended to conform to the law without need of reestablishment.

Should the legislature amend the Statute to narrow or broaden the process of a BID so as to exclude or include as assessable properties a certain class or classes of properties, then this BID Plan may be amended by the Common Council of the City of Green Bay as and when it conducts its annual Operating Plan approval and without necessity to undertake any other act. This is specifically authorized under Section 66.1109 (3)(b).

APPENDICES

- A. STATUTE
- B. PETITION
- C. PROPOSED DISTRICT BOUNDARIES

D. 2024 PROJECTED ASSESSMENTS

E. CITY ATTORNEY'S OPINION

APPENDIX A & B:

Wisconsin State Statute "BID Law"

66.1109 Business improvement districts.

(1) In this section:

(a) "Board" means a business improvement district board appointed under [sub. \(3\) \(a\)](#).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that [subds. 1. to 4.](#) have been complied with.

(g) "Planning commission" means a plan commission under [s. 62.23](#), or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under [par. \(b\)](#) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under [par. \(c\)](#), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3)

(a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the

operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under [sub. \(3\) \(c\)](#) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under [par. \(c\)](#) and unless the business improvement district is not terminated under [par. \(e\)](#).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under [par. \(c\)](#), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under [par. \(c\)](#), by petition under this subsection or subsequent notification under [par. \(d\)](#), and after subtracting any retractions under [par. \(d\)](#), the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5)

(a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under [s. 70.11](#) may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

History: 1983 a. [184](#); 1989 a. [56](#) s. 258; 1999 a. [150](#) s. [539](#); Stats. 1999 s. 66.1109; 2001 a. [85](#).

APPENDIX C - PROPOSED DISTRICT BOUNDARIES



This is a compilation of records and data located in various Brown County and City of Green Bay offices and is to be used for reference purposes only. The map is controlled by the field measurements between the corners of the Public Land Survey System and the parcels are mapped from available records which may not precisely fit field conditions. Brown County/City of Green Bay are not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.

Map provided by City of Green Bay Planning Department: September, 2008.

400 200 0 400 Feet

District Boundary

City of Green Bay
Downtown Green Bay, Inc
Business Improvement District

APPENDIX D- 2024 PROJECTED ASSESSMENTS

Assessment options are based on the type of business occupying the majority of a parcel. Properties that are assessed are coded as follows:

Assessment Rate

- .00228 Retail, Hospitality or Entertainment (BID 3)
- .00076 All other commercial properties being assessed (BID 4)

Parcel	Property Address	Owner Name	Total Value	Assessment	District
11-45	314 N Monroe Ave	Edward M. Wineck	\$205,600	\$469	BID 3
11-46	610 Bodart St	Wagner Robert E & Melida Revocable Living Trust	\$373,800	\$852	BID 3
11-92	416 N Monroe Ave	Green Bay City of	\$0	\$0	BID 3
11-105	529 N Monroe Ave	529 N Monroe Ave Building LLC Etal	\$1,431,500	\$3,264	BID 3
11-115	333 Main St	Hr Green Bay Owner, LLC	\$12,115,200	\$27,623	BID 3
11-116	335 Main St	Hr Green Bay Owner, LLC	\$522,500	\$1,191	BID 3
11-149	310 N Monroe Ave	Main Oriental Market, LLC	\$286,700	\$654	BID 3
11-203	119 N Monroe Ave	Cowles Limited Partnership Etal	\$788,400	\$1,798	BID 3
11-241	103 S Monroe Ave	Tkd Petroleum, LLC	\$491,500	\$1,121	BID 3
12-13	227 N Washington St	Widmer Properties, LLC	\$850,400	\$1,939	BID 3
12-17	219 N Washington St	Ronald L. Smits	\$584,800	\$1,333	BID 3
12-18	217 N Washington St	Heights Land Group, LLC	\$385,400	\$879	BID 3
12-20	213 N Washington St	Cowles Limited Partnership	\$250,000	\$570	BID 3
12-21	209 N Washington St	Aj Todey, LLC	\$519,700	\$1,185	BID 3
12-22	207 N Washington St	Donna K. Muenster	\$265,300	\$605	BID 3
12-23	201 N Washington St	Goelz Jeffrey J Living Trust	\$331,100	\$755	BID 3
12-38-1	130 E Walnut St	Bellin Building, LLC	\$555,200	\$1,266	BID 3
12-38-2	130 E Walnut St Unit B	Bellin Building, LLC	\$638,900	\$1,457	BID 3
12-44	123 S Washington St	Amh, LLC	\$430,300	\$981	BID 3
12-46	121 S Washington St	121 South Washington Investments, LLC	\$184,400	\$420	BID 3
12-47	119 S Washington St	Secora Family Trust	\$247,500	\$564	BID 3
12-115	119 N Adams St	Vice Enterprises, LLC	\$535,500	\$1,221	BID 3
12-116	117 N Adams St	RBN Properties,, LLC	\$222,300	\$507	BID 3
12-117	115 N Adams St	Green Genes Real Estate, LLC	\$356,100	\$812	BID 3
12-120	225 E Walnut St	Liza Rae, LLC	\$232,100	\$529	BID 3
12-121	217 E Walnut St	Vic Theatre Green Bay, LLC	\$346,100	\$789	BID 3
12-138	312 Cherry St	Frankenthal Building, LLC	\$125,800	\$287	BID 3
12-145	218 N Adams St	Vice Enterprises, LLC	\$1,130,000	\$2,576	BID 3
12-147	306 Pine St	A & E Investment Corp	\$828,200	\$1,888	BID 3
12-148	304 N Adams St	304 North Adams Green Bay, LLC	\$10,352,700	\$23,604	BID 3
12-164	201 Main St	Phvif Green Bay, LLC	\$8,262,800	\$18,839	BID 3
12-165	501 N Adams St	Green Bay Redevelopment Authority	\$0	\$0	BID 3
12-190-A	131 S Washington St	131 South Washington, LLC	\$128,300	\$293	BID 3
12-191	129 S Washington St	Karman Development, LLP	\$469,400	\$1,070	BID 3
12-196	301 N Adams St Unit 120	Baylake Food Court Real Estate, LLC	\$934,500	\$2,131	BID 3
12-353	211 E Walnut St	A&M Futures, LLC	\$430,700	\$982	BID 3
12-354	102 N Washington St Unit 4	J Lorraine, LLC	\$881,800	\$2,011	BID 3
12-355	126 N Washington St	Nicolet National Bank	\$155,500	\$355	BID 3
12-356	Cherry St	Nicolet National Bank	\$5,100	\$12	BID 3
12-365	301 N Washington St Unit 1	FE Watermark, LLC	\$334,200	\$762	BID 3
12-366	301 N Washington St Unit 2	FE Watermark, LLC	\$410,500	\$936	BID 3
12-367	301 N Washington St Unit 3	325 North Washington, LLC	\$1,646,900	\$3,755	BID 3
13-2	234 S Washington St	Harp & Eagle Ltd	\$2,203,500	\$5,024	BID 3
13-10	348 S Washington St	Freimann Hotel Building, LLC	\$499,600	\$1,139	BID 3
13-39	321 S Washington St	Sainaam, LLC	\$3,870,000	\$8,824	BID 3
13-49	234 S Adams St	Rummele S Jewelers Inc of Green Bay	\$636,000	\$1,450	BID 3

13-75	345 S Adams St	Mcvey Properties, LLC	\$374,100	\$853	BID 3
13-76	339 S Adams St	William M. Atkinson	\$134,400	\$306	BID 3
15-122	510 S Monroe Ave	Ltb Property, LLP	\$629,500	\$1,435	BID 3
11-1	430 Main St	Manos Holdings Green Bay, LLC	\$2,713,000	\$2,062	BID 4
11-2	330 N Adams St	304 North Adams Green Bay, LLC	\$297,300	\$226	BID 4
11-13	201 N Jefferson St	Associated Kellogg Bank	\$298,800	\$227	BID 4
11-44	Bodart St Unit BLK	Edward M. Wineck	\$63,400	\$48	BID 4
11-53	607 Bodart St	May Marie, Inc	\$345,800	\$263	BID 4
11-55	406 N Monroe Ave	Rico S Parking Lot, LLC	\$263,800	\$200	BID 4
11-56	300 N Madison St	Imperial Supplies, LLC	\$5,319,100	\$4,043	BID 4
11-91	420 N Monroe Ave	GB Real Estate Investments, LLC	\$1,300	\$1	BID 4
11-95-A	Main St	Green Bay Redevelopment Authority	\$0	\$0	BID 4
11-102	500 N Monroe Ave	Green Bay Radiator, LLC	\$298,900	\$227	BID 4
11-103-A	600 N Monroe Ave	Rico S Parking Lot, LLC	\$73,800	\$56	BID 4
11-107	503 Main St	Gb Future 503, LLC	\$921,400	\$700	BID 4
11-109	514 N Madison St	Fae Holdings 453826r, LLC	\$66,500	\$51	BID 4
11-117	433 Main St	Associated Bank, Inc	\$12,152,000	\$9,236	BID 4
11-123	528 N Madison St	Fae Holdings 453826r, LLC	\$48,800	\$37	BID 4
11-124	516 N Madison St	Fae Holdings 453826r, LLC	\$49,200	\$37	BID 4
11-125	510 Elm St	Fae Holdings 453826r, LLC	\$98,800	\$75	BID 4
11-138-A	417 Pine St	Pine Street Cat Company, LLC	\$718,100	\$546	BID 4
11-139	425 Pine St	Mlt Investments, LLC	\$2,861,500	\$2,175	BID 4
11-160	616 Pine St	City of Green Bay	\$0	\$0	BID 4
11-174	225 N Madison St	Associated Kellogg Bank	\$728,500	\$554	BID 4
11-185	501 Cherry St	Associated Bank Na	\$347,000	\$264	BID 4
11-188	201 N Monroe Ave	Brown County, Wisconsin	\$0	\$0	BID 4
11-191	605 Cherry St	City of Green Bay	\$0	\$0	BID 4
11-202	118 N Monroe Ave	Starblazer One4 Investment Trust	\$291,300	\$221	BID 4
11-206	512 Cherry St	Eamr, LLC	\$431,400	\$328	BID 4
11-209	126 N Madison St	Brian F. Michaud	\$421,500	\$320	BID 4
11-210	435 E Walnut St	Eamr, LLC	\$3,618,000	\$2,750	BID 4
11-222	503 E Walnut St	Eamr, LLC	\$76,300	\$58	BID 4
11-224-A	519 E Walnut St	New Investing, LLC	\$100,900	\$77	BID 4
11-224	521 E Walnut St	New Investing, LLC	\$73,800	\$56	BID 4
11-225	533 E Walnut St	George M. Lepak	\$855,300	\$650	BID 4
11-228	102 N Monroe Ave	Starblazer One4 Investment Trust	\$94,800	\$72	BID 4
11-230	619 E Walnut St	Fox Valley Investments, LLC	\$175,100	\$133	BID 4
11-243	113 S Monroe Ave	Ruesch Properties, LLC	\$273,400	\$208	BID 4
11-253	500 E Walnut St	Two Beelers, LLC	\$625,500	\$475	BID 4
11-254	117 S Madison St	Sas Real Estate, LLC	\$150,300	\$114	BID 4
11-257	414 E Walnut St	Columbus Office Building, LLC	\$1,245,500	\$947	BID 4
11-258	115 S Jefferson St	Gray Television Group, Inc	\$1,959,300	\$1,489	BID 4
11-259	434 E Walnut St	Sas Real Estate, LLC	\$182,200	\$138	BID 4

11-264-1	130 S Madison St	Gray Television Group, Inc	\$272,800	\$207	BID 4
11-269	125 S Jefferson St	Uirc-Gsa Green Bay WI, LLC	\$2,640,600	\$2,007	BID 4
12-1-2	335 N Washington St	River Center Lofts, LLC	\$3,681,200	\$2,798	BID 4
12-19	215 N Washington St	Timothy J. Jelinski	\$142,100	\$108	BID 4
12-24	111 N Washington St	Nicolet Joint Ventures, LLC	\$10,134,200	\$7,702	BID 4
12-38-3	130 E Walnut St Unit C	Bellin Building, LLC	\$190,200	\$145	BID 4
12-38-4	130 E Walnut St Unit D	Bellin Building, LLC	\$151,700	\$115	BID 4
12-38-5	130 E Walnut St Unit E	Bellin Building, LLC	\$269,700	\$205	BID 4
12-38-6	130 E Walnut St Unit F	Bellin Building, LLC	\$190,300	\$145	BID 4
12-38-7-1	130 E Walnut St Unit G-1	Bellin Building, LLC	\$289,700	\$220	BID 4
12-38-7	130 E Walnut St Unit G-2	Bellin Building, LLC	\$294,300	\$224	BID 4
12-38-8	130 E Walnut St Unit H	Bellin Building, LLC	\$60,600	\$46	BID 4
12-38-9	130 E Walnut St Unit I	Bellin Building, LLC	\$40,800	\$31	BID 4
12-38-10	130 E Walnut St Unit 405	Bellin Building Assoc	\$364,300	\$277	BID 4
12-86	330 N Washington St	Schreiber Foods, Inc	\$557,700	\$424	BID 4
12-114	216 Cherry St	222 Cherry Street, LLC	\$719,500	\$547	BID 4
12-118	109 N Adams St	Green Bay Redevelopment Authority	\$0	\$0	BID 4
12-119	227 E Walnut St	Green Bay Redevelopment Authority	\$0	\$0	BID 4
12-122	101 N Adams St	Green Bay Redevelopment Authority	\$0	\$0	BID 4
12-130-1	110 S Adams St	Tmj, LLC	\$1,133,600	\$862	BID 4
12-130	118 S Adams St	L & T Investments, LLC	\$1,436,300	\$1,092	BID 4
12-134	112 N Adams St	Neighborhood Housing Services of Green Bay, Inc	\$0	\$0	BID 4
12-135	116 N Adams St	Frankenthal Building, LLC	\$142,800	\$109	BID 4
12-137	130 N Adams St	Frankenthal Building, LLC	\$1,265,200	\$962	BID 4
12-139	314 Cherry St	Frankenthal Building, LLC	\$30,900	\$23	BID 4
12-140	202 N Adams St	Associated Kellogg Bank	\$4,051,100	\$3,079	BID 4
12-144	214 N Adams St	Associated Kellogg Bank	\$465,700	\$354	BID 4
12-175	400 N Washington St	Schreiber Foods, Inc	\$36,631,400	\$27,840	BID 4
12-184-A	401 N Washington St	Vast Properties 801, LLC	\$9,749,500	\$7,410	BID 4
12-185	Washington St	205 Doty, LLC	\$550,100	\$418	BID 4
12-190	201 Doty St	205 Doty, LLC	\$1,714,800	\$1,303	BID 4
12-192	127 S Washington St	Manifit Alterations, LLC	\$248,700	\$189	BID 4
12-197	301 N Adams St Unit 130	301 N Adams Street, LLC	\$936,800	\$712	BID 4
12-198	301 N Adams St Unit 140	301 N Adams Street, LLC	\$321,100	\$244	BID 4
12-200	301 N Adams St Unit 160	301 N Adams Street, LLC	\$212,100	\$161	BID 4
12-201	301 N Adams St Unit 210	Hcw, LLC	\$3,771,500	\$2,866	BID 4
12-202	301 N Adams St Unit 220	Hcw, LLC	\$0	\$0	BID 4
12-203	301 N Adams St Unit 230	Hcw, LLC	\$0	\$0	BID 4
12-204	301 N Adams St Unit 240	Hcw, LLC	\$0	\$0	BID 4
12-205	301 N Adams St Unit 250	Hcw, LLC	\$0	\$0	BID 4
12-206	301 N Adams St Unit 260	Hcw, LLC	\$0	\$0	BID 4

12-281	126 S Washington St Unit A101	Varsity Holdings, LLC	\$624,100	\$474	BID 4
12-282	126 S Washington St Unit A102	Mancoske Kramer Real Estate	\$137,300	\$104	BID 4
12-283	110 S Washington St Unit 1-103	Nicolet National Bank	\$687,600	\$523	BID 4
12-363	E Walnut St	Nicolet Joint Ventures, LLC	\$503,000	\$382	BID 4
12-364	115 E Walnut St	GB Metreau, LLC	\$12,681,400	\$9,638	BID 4
12-368	301 N Washington St Unit 4	FE Watermark, LLC	\$1,778,000	\$1,351	BID 4
12-369	301 N Washington St Unit 5	FE Watermark, LLC	\$802,900	\$610	BID 4
12-370	301 N Washington St Unit 6	FE Watermark, LLC	\$23,200	\$18	BID 4
12-371	301 N Washington St Unit 7	FE Watermark, LLC	\$2,832,400	\$2,153	BID 4
12-372	301 N Washington St Unit 8	FE Watermark, LLC	\$313,100	\$238	BID 4
12-373	115 Pine St Unit 300	FE Watermark, LLC	\$1,082,500	\$823	BID 4
12-374	301 N Washington St Unit 10	FE Watermark, LLC	\$464,400	\$353	BID 4
12-375	301 N Washington St Unit 11	FE Watermark, LLC	\$474,800	\$361	BID 4
13-1	200 S Washington St	Nicolet Real Estate and Investments Corp	\$3,571,700	\$2,714	BID 4
13-8	318 S Washington St	River East 318, LLC	\$5,185,700	\$3,941	BID 4
13-11	400 S Adams St	Second Wind Auto Gallery, LLC	\$1,405,300	\$1,068	BID 4
13-18	444 S Adams St	American Foods Group, LLC	\$1,333,800	\$1,014	BID 4
13-20	419 S Washington St	Second Wind Auto Gallery, LLC	\$444,000	\$337	BID 4
13-43	200 S Adams St	Peoples Marine Bank	\$2,131,400	\$1,620	BID 4
13-50	201 Stuart St	Peoples Marine Bank	\$153,300	\$117	BID 4
13-51	229 Stuart St	Peoples Marine Bank	\$92,100	\$70	BID 4
13-53	211 S Washington St	Peoples Marine Bank	\$46,000	\$35	BID 4
13-54	205 S Washington St	Peoples Marine Bank	\$90,800	\$69	BID 4
13-55	201 S Washington St	Peoples Marine Bank	\$96,800	\$74	BID 4
13-56	201 S Adams St	Premonstratensian Fathers the	\$213,400	\$162	BID 4
13-57	219 S Adams St	Premonstratensian Fathers	\$1,037,500	\$789	BID 4
13-71	336 S Jefferson St	Duke Otis, LLC	\$257,500	\$196	BID 4
13-74	315 Crooks St	William M. Atkinson	\$57,600	\$44	BID 4
13-87	414 S Jefferson St	414 S Jefferson St Green Bay, LLC	\$912,300	\$693	BID 4
13-97-A	445 S Adams St	301 N Broadway, LLC	\$428,900	\$326	BID 4
13-99	425 S Adams St	Van Ess Family Limited Partnership	\$571,400	\$434	BID 4
13-101	417 S Adams St	Sw Leasing, LLP	\$301,200	\$229	BID 4
13-107-A	403 S Jefferson St	U Save America, LLC	\$355,800	\$270	BID 4
13-107	416 Crooks St	Jrmc Real Estate Partners, LLC	\$324,100	\$246	BID 4
13-112	318 S Madison St	Jamkat, LLC	\$93,200	\$71	BID 4
13-114	332 S Madison St	Melanie J. Horkman	\$269,400	\$205	BID 4
13-117	421 Crooks St	Jefferson Street Partnership, LLP	\$117,100	\$89	BID 4
13-118	345 S Jefferson St	Jefferson Street Partnership, LLP	\$518,500	\$394	BID 4
13-119	333 S Jefferson St	Thomas J. Kitslaar	\$90,400	\$69	BID 4
13-120	325 S Jefferson St	Alex and Chelsie Blaney	\$230,700	\$175	BID 4
13-121	321 S Jefferson St	Jamkat, LLC	\$93,200	\$71	BID 4
13-122	315 S Jefferson St	Newcap, Inc	\$0	\$0	BID 4

13-123	311 S Jefferson St	Eric R. Wimberger	\$134,500	\$102	BID 4
13-124	307 S Jefferson St	Vande Castle Properties, LLP	\$37,100	\$28	BID 4
13-125	303 S Jefferson St	Vande Castle Properties, LLP	\$112,400	\$85	BID 4
13-127	420 Doty St	Tosa 420, LLC	\$228,200	\$173	BID 4
13-128	212 S Madison St	Eamr, LLC	\$178,500	\$136	BID 4
13-132	225 S Jefferson St	Premonstratensian Fathers	\$188,300	\$143	BID 4
13-133	221 S Jefferson St	Premonstratensian Fathers	\$94,100	\$72	BID 4
13-135	200 S Monroe Ave	First United Methodist Church Green Bay	\$0	\$0	BID 4
13-153	340 S Monroe Ave	Warren Family Funeral Homes, Inc	\$884,600	\$672	BID 4
13-163	408 S Monroe Ave	Madison Monroe Investments, LLP	\$653,400	\$497	BID 4
13-164	416 S Monroe Ave	Lawrence G. Vesely	\$260,200	\$198	BID 4
13-165	424 S Monroe Ave	Moski Corp	\$938,700	\$713	BID 4
13-171	445 S Madison St	Thoughts Holdings, LLC	\$853,200	\$648	BID 4
13-179	413 S Madison St	Mce Properties, LLC	\$293,800	\$223	BID 4
13-183	420 S Washington St	Washington Street River Properties, LLC	\$3,758,300	\$2,856	BID 4
13-185	400 S Washington St	Greater Green Bay Community Foundation, Inc	\$0	\$0	BID 4
14-383	535 S Monroe Ave	Ps & Lc Real Estate, LLC	\$237,100	\$180	BID 4
14-387	503 S Monroe Ave	Family Services of Northeast Wisconsin, Inc	\$0	\$0	BID 4
14-403	417 S Monroe Ave	Schiegg Investments, LLC	\$917,600	\$697	BID 4
14-419	331 S Monroe Ave	Bta Gb, LLC	\$1,031,900	\$784	BID 4
14-422	327 S Monroe Ave	Journey to Adult Success, Inc	\$0	\$0	BID 4
14-424	315 S Monroe Ave	Provenance, LLP	\$539,300	\$410	BID 4
14-439	225 S Monroe Ave	Monroe Central, LLC	\$623,900	\$474	BID 4
14-443	211 S Monroe Ave	Gage Williamson	\$258,800	\$197	BID 4
14-444	203 S Monroe Ave	Skinny Buddha Tattoo, LLC	\$163,900	\$125	BID 4
15-23	501 S Adams St	Cosmo, LLC	\$117,900	\$90	BID 4
15-103	432 Martin St	Marilyn R. Gardner	\$41,300	\$31	BID 4
15-104	508 S Madison St	Marilyn R. Gardner	\$119,400	\$91	BID 4
15-105	426 Martin St	Marilyn R. Gardner	\$59,000	\$45	BID 4
15-106	420 Martin St	Marilyn R. Gardner	\$103,400	\$79	BID 4
15-107	526 S Madison St	Marilyn R. Gardner	\$75,600	\$57	BID 4
15-108	530 S Madison St	Marilyn R. Gardner	\$119,700	\$91	BID 4
15-117	533 S Jefferson St	Marilyn R. Gardner	\$84,400	\$64	BID 4
15-118	529 S Jefferson St	Jadeite, Inc	\$779,100	\$592	BID 4
			\$235,212,100	\$266,308	

APPENDIX E - CITY ATTORNEY'S OPINION – TO BE SUBMITTED



City of Green Bay Law Department
100 North Jefferson Street - Room 200
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3080
Fax 920.448.3081

November 25, 2024

Wendy Townsend, Project and Program Manager
City of Green Bay
100 North Jefferson Street, Room 608
Green Bay, WI 54301

RE: Proposed Operating Plan for Business Improvement District No. 1

Dear Ms. Townsend:

The purpose of this correspondence is to respond to your request for a legal review of the proposed 2025 Operating Plan for Business Improvement District No. 1 (hereafter "Plan"). Your request asks the City Attorney's Office to provide an opinion with respect to the Plan's compliance with the requirements of Wisconsin Statute § 66.1109(l)(f).

Our office has reviewed the Plan, a copy of which is attached hereto, and based upon such review, are of the opinion that the Plan meets the requirements of Wisconsin Statute § 66.1109(l)(f), subsections 1 through 4.

Thank you for your attention to this matter.

Sincerely,

Joanne Bungert
City Attorney



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.2

Consideration with possible action on the request by Olde Main Street Inc., (OMS) to approve their 2025 Business Improvement District (BID) Operating Plan.

BACKGROUND

Each year the City of Green Bay's Business Improvement Districts are required to submit their annual operating plans to the Plan Commission for review and approval. The attached 2025 Operating Plan has been approved by the OMS BID Board and has been reviewed by the City Attorney.

RECOMMENDATION

Approve the OMS 2025 BID Operating Plan as submitted.

FISCAL IMPACT

ATTACHMENTS

1. 2025 OMS Operating Plan w Manufacturing
2. 2025 OMSI District 2 OP Attorney Letter-11.25.14

2025
OLDE MAIN STREET
BUSINESS IMPROVEMENT DISTRICT

OPERATING PLAN
With Manufacturing Data from the state of WI



Olde Main Street District

130 E. Walnut St. Suite 501

Green Bay, WI 54301

Phone: (920) 437-5972

downtowngreenbay.com

TABLE OF CONTENTS

Item	Page
Introduction	3
District Boundaries	3
Proposed Operating Plan	3
Method of Assessment	6
Relationship to Comprehensive Plan	8
Plan Approval Process	9
Future Year Operating Plans	9
Appendices	10

I. INTRODUCTION

A. Background

In 1984, the Wisconsin legislature created 66.1109 (formerly S. 66.608) of the Statutes (see Appendix A) enabling cities to establish Business Improvement Districts (BIDs). The purpose of the law is “to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities.” (1983 Wisconsin Act 184, Section 1, legislative declaration.)

The City of Green Bay received a petition from property owners that requested creation of a Business Improvement District for the purpose of revitalizing and improving the Olde Main Street business area on Green Bay’s east side. (see Appendix B). The BID law requires that every district have an annual Operating Plan. This document is the 2025 Operating Plan for the Olde Main Street district.

B. Physical Setting

The physical boundaries of the district include the Main Street corridor bounded on the west by the alleyway immediately east of Monroe Avenue, on the east by Grove Street, the East River shoreline to the north and varying commercial boundaries on the south.

II. DISTRICT BOUNDARIES

Please see the map of the district in Appendix C of this plan. A listing of the properties included in the district is provided in Appendix C.

III. PROPOSED OPERATING PLAN

A. Plan Objectives

The objective of the BID is to provide leadership and management for revitalizing Main Street. By emphasizing community-based planning, planning that appreciates the advantages of low-cost, modest initiatives over the blockbuster resuscitation efforts of large-scale stand-alone projects the District performs the classic function of the urban neighborhood. Such districts give growth to new businesses, add substance to the local economy and export their people and innovations to the rest of the City.

B. Proposed Activities

Principle activities to be engaged in by the district during 2025 include:

BUSINESS DEVELOPMENT - Olde Main Street will implement strategies to drive corporate, residential, and retail growth through business recruitment and retention efforts in partnership with regional and local organizations, such as the Chamber of Commerce, City of Green Bay, and Discover Green Bay. Efforts will include promoting available properties and fostering real estate connections. Olde Main Street will also coordinate networking events, host presentations and business tours, and actively engage district property and business owners through the monthly "Downtown Insider" newsletter and personal interactions.

2025 Initiatives:

- Evaluate and implement new business recruitment strategies.
- Coordinate a 'Benefits of a BID' Information Campaign.
- Research and evaluate future BID assessment rates.

MARKETING AND PROMOTION OF DOWNTOWN- Olde Main Street will highlight the benefits of the BID as a vital community asset and a unique destination for events, shopping, dining, and business by utilizing both digital and traditional marketing methods, including the website, newsletter, social media, print, broadcast, and billboard advertising. The goal

is to promote the Olde Main Street district as a historic, inclusive, and cultural hub. In collaboration with the Events team, specific marketing plans will be developed to attract visitors and increase foot traffic. Additionally, Olde Main Street will work with DGBI and the City Economic Development team to create innovative marketing strategies aimed at recruiting new businesses and supporting existing ones.

2025 Initiatives:

- Redesign and expand the website and yearly Visitor Guide.
- Create and launch a significant 2025 NFL Draft marketing campaign.

EVENTS – While BID funding is not used for event expenses, Olde Main Street will continue to organize events that bring the district to life, support local businesses, and showcase the historic, artistic, and inclusive charm of the area to both visitors and residents.

2025 Initiatives:

- Host a new district wide experiential event highlighting the unique businesses.
- Continue to host and grow Theatre in The Park with community partners.

PHYSICAL IMPROVEMENTS AND FIRST IMPRESSIONS- Olde Main Street will continue to enhance the district with features such as planters, banners, public art, and holiday décor. Cleanliness will be maintained through the efforts of paid staff and volunteers participating in the Adopt-A-Block program, along with semi-annual district clean-up events.

2025 Initiatives:

- Work with local Urban Design Firm, ISG, to facilitate and accelerate the extension of the East River Trail.
- Contract with a local vendor to have spring bulbs placed in district planters in preparation of the 2025 NFL Draft.

COMMUNITY OUTREACH AND ENGAGEMENT- DGBI will work with community partners to better understand and respond to social issues and their impact on district businesses. We will celebrate diversity, equity, and inclusion through new events and initiatives aimed at fostering a more inclusive environment.

2025 Initiatives:

- Host an annual Safety Summit in collaboration with Public Safety and local community leaders.
- Distribute Resource Guide district wide.

C. Proposed Expenditures – 2025

2025 Proposed Business Improvement District Operating Plan Budget				
REVENUE			2025 Proposed Budget	Approved 2024 Budget
	BID Assessment - Olde Main Street		\$66,983.00	\$67,345.00
	Total Revenue		\$66,983.00	\$67,345.00
EXPENSES				
Administrative				
	Allocation toward DGBI Staffing		\$34,233.00	\$36,670.00
Operating Expenses				
	Office Supplies & Equipment		\$500.00	\$800.00
	Phone/Internet		\$900.00	\$1,000.00
	Conferences/Professional Devel.		\$1,500.00	\$2,000.00
	Office Rent/Lease		\$9,000.00	\$7,000.00
	Dues and Subscriptions		\$1050.00	\$1,375.00
	Total Operating Expenses		\$12,950.00	\$12,175.00
Marketing/Printing				
	Includes graphic design software, printed and digital promotional materials, website, social media, and promotional giveaways			
	Total Marketing allocations		\$4,300.00	\$3,500.00
Economic Development				
	Business recruitment and retention, networking		\$2,000.00	\$2,000.00
Physical Improvements				
	Streetscape-Planters & Medians including new mulch (majority of the cost is paid by sponsorships)		\$6,000.00	\$3,500.00
	Cleanliness		\$2,500.00	\$2,000.00
	Banners & Holiday Décor		\$2,000.00	\$4,000.00
	Public Art		\$2,000.00	\$2,000.00

	Three Corners Flags		\$1,000.00		\$1,500.00
	Total Physical Improvements		\$13,500.00		\$13,000.00
	Total Expenses		\$66,983.00		\$67,345.00

D. Financing Method

The proposed expenditures contained in Section C, above, will be financed through the BID assessment. It is estimated that approximately **\$66,983** will be raised through assessments. Additionally, we anticipate collecting **\$9,000** in sponsorships to pay for planters that are located around the district. This amount is a portion of the overall organizational budget of Downtown Green Bay, Inc. Sponsorships and event revenues are anticipated to cover the additional operating costs. The BID Board shall have the authority and responsibility to prioritize expenditures and to revise the budget as necessary to match the funds available.

E. Organization of BID Board

Upon creation of the BID, the Mayor appointed members to the district board ("board"). The board's primary responsibility is the implementation of this Operating Plan. This will require the board to negotiate with providers of services and materials to carry out the Plan; to enter into various contracts; to monitor development activity; to periodically revise the Operating Plan; to ensure district compliance with the provisions of applicable statutes and regulations; and to make reimbursements for any overpayments of BID assessments.

State law requires that the board be composed of at least five members and that a majority of the board members be owners or occupants of property within the district.

It is recommended that the BID board be structured and operate as follows:

1. Board Size – at least Five
2. Composition - At least three fifths' members shall be owners or occupants of property within the district. Any non-owner or non-occupant appointed to the board shall be a resident of the City of Green Bay. The board shall elect its Chairperson from among its members.
3. Term - Appointments to the board shall be for a period of three years except that initially two members shall be appointed for a period of three years, two members shall be appointed for a period of two years, and one member shall be appointed for a period of one year.
4. Compensation – None
5. Meetings - All meetings of the board shall be governed by the Wisconsin Open Meetings Law.
6. Record Keeping - Files and records of the board's affairs shall be kept pursuant to public record requirements.
7. Staffing - The board may employ staff and/or contract for staffing services pursuant to this Plan and subsequent modifications thereof.
8. Meetings - The board shall meet regularly, at least twice each year. The board shall adopt rules of order ("by laws") to govern the conduct of its meetings.

F. Relationship to Olde Main Street, Inc. and Downtown Green Bay, Inc.

The Olde Main Street BID shall be a separate entity from Downtown Green Bay, Inc., notwithstanding the fact that members, officers and directors of each may be shared. Downtown Green Bay, Inc. shall remain a private organization, not subject to the open meeting law, and not subject to the public record law except for its records generated in connection with the BID board. The Olde Main Street BID shall contract with Downtown Green Bay, Inc. to provide services, in accordance with this Plan. All income and expenses for each BID (Downtown Green Bay BID and Olde Main Street BID) will be maintained and accounted for independently and separately, despite one entity managing both BIDS. The accounting of the BID assessment funds will be tracked in our accounting software. Each BID's income and expenses will be separated by Class and can be reported to each of the BID Boards at any time.

IV. METHOD OF ASSESMENT

A. Assessment Rate and Method

Parcels Assessed

All tax parcels within the District required to pay real estate taxes, including those taxed by the State as manufacturing, and all parcels used exclusively for manufacturing, will be assessed. Real property used exclusively for residential purposes may not be assessed, as required by the BID law. Residential property will be defined as 100% residential property or owner-occupied properties. Property exempt from paying real estate taxes will not be assessed. Property owned by government agencies will not be assessed.

Levy of Assessment

Special assessments under this 2024 Operating Plan are hereby levied against each tax parcel of property within the District which has a separate tax key number, in the amount shown on the assessment schedule which is attached hereto as Appendix D. The assessment was based on the assessed value of that parcel (land and improvements) as shown in the records of the City Assessor's office in January 2024 except as otherwise identified below.

The principle behind the assessment methodology is that each non-exempt parcel's owners should pay for District development in proportion to the benefits derived. Obviously, not every parcel within the District will benefit equally, thus it has been assumed that hospitality and entertainment uses will derive the most benefit and therefore will contribute to the BID at a higher assessment rate and warehouse uses will benefit the least and therefore contribute at a lower rate.

The 2024 assessment shown on Appendix D was calculated as \$3.00 for each \$1,000 of assessed value for properties whose use is identified as hospitality or entertainment-related and \$1.00 for each \$1,000 of assessed value for properties whose use is identified as warehouse. Appendix C, attached hereto, contains a list of SIC codes identifying these properties. The 2024 assessment for remaining non-exempt tax parcels in the District, not identified as used for hospitality or entertainment-related uses or for warehousing, was calculated as \$2.50 for each \$1,000 of assessed value.

For properties whose use comprises mixed SIC codes, the property has been identified by the ground level use(s) of any buildings constructed on the property. The ground level use is presumed to be the dominant use of the property. If a ground level has more than two uses, then the property has been identified by the use that makes up more than one half of the ground level square footage. The burden is on the owner to change a property classification from that designated in Appendix D. It must be proven

annually by the owner of the property in question to the BID board. The maximum assessment for any individual or business shall be \$3,000.

B. Excluded and Exempt Property

The BID law requires explicit consideration of certain classes of property. In compliance with the law the following statements are provided.

1. State Statute 66.1109(1)(f)lm: The district will contain property used exclusively for manufacturing purposes, as well as properties used in part for manufacturing. These properties will be assessed according to the method set forth in this plan because it is assumed that they will benefit from development in the district.
2. State Statute 66.1109(5)(a): Property known to be used exclusively for residential purposes will not be assessed; such properties will be identified as BID Exempt Properties in Appendix D, as revised each year.
3. In accordance with the interpretation of the City Attorney regarding State Statute 66.1109(1)(b), property exempt from general real estate taxes has been excluded from the district. Privately owned tax-exempt property adjoining the district and which is expected to benefit from district activities may be asked to make a financial contribution to the district on a voluntary basis.

V. RELATIONSHIP TO GREEN BAY COMPREHENSIVE PLAN AND ORDERLY DEVELOPMENT OF THE CITY

A. City Plans

The mission of Olde Main Street- to facilitate District redevelopment, is consistent with the City of Green Bay's Comprehensive Plan and Downtown Master Plan; the organization promotes the orderly development of the City in general. Olde Main Street's Design Plan was adopted in 2001 and recognized by the City of Green Bay as an integral element of the city's vision and plan.

B. City Role in District Operation

The City of Green Bay has committed to helping private property owners in the district promote its development. To this end, the City expected to play a significant role in the creation of the Business Improvement district and in the implementation of the Operating Plan. In particular, the City will:

1. Provide technical assistance to the proponents of the district through adoption of the Plan and provide assistance as appropriate thereafter.
2. Monitor and, when appropriate, apply for outside funds that could be used in support of the district.
3. Collect assessments, maintain in a segregated account, and disburse the monies of the district.
4. Receive annual audits as required per sec. 66.1109 (3) (c) of the BID law.
5. Provide the board, through the Tax Commissioner's Office on or before June 30th of each Plan year, with the official City records and the assessed value of each tax key number with the district, as of January 1st of each Plan year, for purposes of calculating the BID assessments.

6. Encourage the State of Wisconsin, Brown County and other units of government to support the activities of the district.

VI. PLAN APPROVAL PROCESS

A. Public Review Process

The Wisconsin Business Improvement district law establishes a specific process for reviewing and approving proposed operating plans. Pursuant to the statutory requirements, the following process will be followed:

1. The City of Green Bay Plan Commission will review the BID audits and approve the proposed Operating Plan. They will provide a recommendation to Council.
2. Common Council will act on the proposed Operating Plans
3. The Common Council will act on the proposed BID Plan.

B. Petition against Creation of the BID

VII. FUTURE YEAR OPERATING PLANS

A. Phased Development

It is anticipated that the BID will continue to revise and develop the Operating Plan annually, in response to changing development needs and opportunities in the district, in accordance with the purposes and objectives defined in this initial Operating Plan.

Section 66.1109 (3) (a) of the BID law requires the board and the City to annually review and make changes as appropriate in the Operating Plan. Therefore, while this document outlines in general terms the complete development program, it focuses upon 2024 activities, and information on specific assessed values, budget amounts and assessment amounts are based on 2024 conditions. Greater detail about subsequent year's activities will be provided in the required annual Plan updates, and approval by the Common Council of such Plan updates shall be conclusive evidence of compliance with this Plan and the BID law.

In later years, the BID Operating Plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. However, the method of assessing shall not be materially altered, except with the consent of the City of Green Bay.

B. Amendment, Severability and Expansion

This BID has been created under authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of this Statute invalid or unconstitutional its decision will not invalidate or terminate the BID and this BID Plan shall be amended to conform to the law without need of reestablishment.

Should the legislature amend the Statute to narrow or broaden the process of a BID so as to exclude or include as assessable properties a certain class or classes of properties, then this BID Plan may be amended by the Common Council of the City of Green Bay as and when it conducts its annual Operating Plan approval and without necessity to undertake any other act. This is specifically authorized under Section 66.1109 (3)(b)

APPENDICES

- A. STATUTE
- B. PETITION
- C. PROPOSED DISTRICT BOUNDARIES
- D. 2023 PROJECTED ASSESSMENTS
- E. CITY ATTORNEY'S OPINION

APPENDIX A & B:

Wisconsin State Statute "BID Law"

66.1109 Business improvement districts.

(1) In this section:

- (a) "Board" means a business improvement district board appointed under [sub. \(3\) \(a\)](#).
 - (b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.
 - (c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.
 - (d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.
 - (e) "Municipality" means a city, village or town.
 - (f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:
 - 1. The special assessment method applicable to the business improvement district.
 - 1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.
 - 2. The kind, number and location of all proposed expenditures within the business improvement district.
 - 3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.
 - 4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.
 - 5. A legal opinion that [subds. 1. to 4.](#) have been complied with.
 - (g) "Planning commission" means a plan commission under [s. 62.23](#), or if none a board of public land commissioners, or if none a planning committee of the local legislative body.
- (2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:
- (a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under [par. \(b\)](#) has petitioned the municipality for creation of a business improvement district.
 - (b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.
 - (c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.
 - (d) Within 30 days after the hearing under [par. \(c\)](#), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.
 - (e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.
- (3)
- (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under [sub. \(3\) \(c\)](#) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under [par. \(c\)](#) and unless the business improvement district is not terminated under [par. \(e\)](#).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under [par. \(c\)](#), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under [par. \(c\)](#), by petition under this subsection or subsequent notification under [par. \(d\)](#), and after subtracting any retractions under [par. \(d\)](#), the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5)

(a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under [s. 70.11](#) may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

History: 1983 a. [184](#); 1989 a. [56](#) s. 258; 1999 a. [150](#) s. [539](#); Stats. 1999 s. 66.1109; 2001 a. [85](#).

APPENDIX C - PROPOSED DISTRICT

BOUNDARIES



APPENDIX D- 2024 PROJECTED ASSESSMENTS

Assessment options are based on the type of business occupying most of a parcel. Properties that are assessed are coded as follows:

Assessment Rate

.003 hospitality or entertainment related (BID 12)

.001 warehouse (BID 10)

.0025 all other properties being assessed (BID 11)

Parcel	Property Address	Owner Name	Total Value	Assessment	District
8-279	313 St George St	Green Bay City of	0	\$0	BID 10
8-286	1278 Main St	Moski Corp	429700	\$217	BID 10
8-324-A	432 N Irwin Ave	Patrick J. Liebman	172300	\$172	BID 10
9-33-1	413 N Clay St	Main Street Green Bay Properties, LLC	60000	\$60	BID 10
9-34	1023 Main St	Main Street Green Bay Properties, LLC	277300	\$135	BID 10
9-52	423 N Clay St	Main Street Green Bay Properties, LLC	161200	\$161	BID 10
9-56	1108 Cedar St	Pomp S Tire Service, Inc	93100	\$93	BID 10
9-58	1118 Cedar St	F R W Realty, LLC	482100	\$482	BID 10
9-62	409 N Roosevelt St	F R W Realty, LLC	506500	\$507	BID 10
9-64	435 N Roosevelt St	F R W Realty, LLC	120700	\$121	BID 10
9-72	1207 Cedar St	Maricque S, Inc	79100	\$79	BID 10
9-74	1141 Cedar St	Pomp S Tire Service, Inc	59800	\$28	BID 10
9-80	1111 Cedar St	Miller Scrap Iron & Steel	421200	\$421	BID 10
9-81	1101 Cedar St	Cedar Street Partnership	1313900	\$1,314	BID 10
10-4	714 Bodart St	Robert E. Cadmus Jr	184000	\$184	BID 10
10-25	801 Cedar St	Rfs Green Bay, LLC	1058200	\$1,058	BID 10
11-100	417 N Quincy St	Kevin C. Kuehn	89900	\$90	BID 10
14-10	Main St	Green Bay Area Public School District Minoka-Hil	0	\$0	BID 10
14-30	300 N Roosevelt St	318 N Roosevelt, LLC	18500	\$19	BID 10
8-1	1400 Main St	Nulund Group II, LLC	268700	\$672	BID 11
8-8	1428 Main St	Melotte Distributing, Inc	148000	\$370	BID 11
8-75	1405 Main St	Kompond Enterprises, LLC	311100	\$778	BID 11
8-114	1417 Cedar St	Northeast Wisconsin Technical College	0	\$0	BID 11
8-117	1405 Cedar St	Osvaldo Ordaz	167900	\$420	BID 11
8-263	433 St George St	Green Bay City of	0	\$0	BID 11
8-264	1245 Main St	J Darrell Greig Jr	270600	\$677	BID 11
8-272	1242 Main St	Sarah E. Cooper	126800	\$317	BID 11
8-273	1244 Main St	Johnson Ventures, LLC	262200	\$656	BID 11

8-280	1250 Main St	John L. Lerch	82200	\$206	BID 11
8-282	1260 Main St	Moski Corp	146600	\$367	BID 11
8-284	1270 Main St	Moski Corp	371600	\$929	BID 11
8-285	1276 Main St	Moski Corp	306300	\$766	BID 11
8-287	1296 Main St	Moski Corp	123100	\$308	BID 11
8-289	1306 Main St	Green Bay City of	0	\$0	BID 11
8-290	1322 Main St	Green Bay City of	0	\$0	BID 11
8-295	1344 Main St	Green Bay City of	0	\$0	BID 11
8-296	1352 Main St	Green Bay City of	0	\$0	BID 11
8-301	1313 Main St	Gb Area Unitarian Universalist Fellowship, Inc	0	\$0	BID 11
8-302	1335 Main St	Saneha Real Estate, Inc	925000	\$2,313	BID 11
8-305	1281 Main St	Kosmoski Investment Corp	212400	\$413	BID 11
8-306	1285 Main St	Moski Corp	335400	\$839	BID 11
8-309	1263 Main St	West Ave, LLC	950200	\$2,376	BID 11
8-311	1255 Main St	Dogfish, LLC	79000	\$198	BID 11
8-312	1251 Main St	Dogfish, LLC	44200	\$111	BID 11
8-313	1247 Main St	Dogfish, LLC	86500	\$216	BID 11
8-314	1242 Cedar St	West Ave, LLC	50100	\$125	BID 11
8-315	1250 Cedar St	West Ave, LLC	58800	\$147	BID 11
8-318	1274 Cedar St	Dynamic Ventures, LLC	192000	\$480	BID 11
8-320	1284 Cedar St	Moski Corp	35800	\$90	BID 11
8-321	433 N Irwin Ave	Saneha Real Estate, Inc	378200	\$946	BID 11
8-329	1371 Cedar St	Ana Maria Ortega Morano	321500	\$804	BID 11
8-335	1333 Cedar St	Ana Rosa Gonzalez	228200	\$571	BID 11
8-839	1228 Main St	Urban Concepts,, LLC	50700	\$127	BID 11
8-840	1230 Main St	Urban Concepts,, LLC	45600	\$114	BID 11
8-841	1232 Main St	Urban Concepts,, LLC	26200	\$66	BID 11
8-842	1232 Main St	Urban Concepts,, LLC	60000	\$150	BID 11
8-843	1234 Main St	Urban Concepts,, LLC	37900	\$95	BID 11
8-844	1234 Main St	Urban Concepts,, LLC	56400	\$141	BID 11
8-845	1234 Main St	Urban Concepts,, LLC	54900	\$137	BID 11
8-846	1234 Main St	Urban Concepts,, LLC	83000	\$208	BID 11
8-847	1234 Main St	Bridge Recording Studio LLC the	124200	\$311	BID 11
8-848	1236 Main St	Urban Concepts,, LLC	46600	\$117	BID 11
8-849	1236 Main St	Urban Concepts,, LLC	56400	\$141	BID 11
8-850	321 St George St	Urban Concepts,, LLC	116400	\$291	BID 11
8-851	1238 Main St	Liza Rae, LLC	125800	\$315	BID 11
8-852	1238 Main St	Rey Rey Properties, LLC	70700	\$177	BID 11
8-853	1240 Main St	Rey Rey Properties, LLC	92000	\$230	BID 11
8-854	1240 Main St	Rey Rey Properties, LLC	92000	\$230	BID 11
9-9	930 Main St	Scp 2011 C37 044, LLC	2222400	\$3,000	BID 11
9-14	1000 Main St	Ronald L. Smits	628600	\$1,572	BID 11
9-17	1028 Main St	Pdq Real Estate Holdings, LLC	592400	\$1,481	BID 11
9-19-1	319 N Clay St	Pdq Real Estate Holdings, LLC	29000	\$73	BID 11

9-20	1201 Main St	Wochinske Realty, LLC	1995200	\$0	BID 11
9-26	1131 Main St	Pomp S Tire Service, Inc	541000	\$1,353	BID 11
9-29	1121 Main St	Wochinske Realty, LLC	96300	\$164	BID 11
9-30	1115 Main St	Pomp S Tire Service, Inc	110900	\$277	BID 11
9-31	1109 Main St	Pomp S Tire Service, Inc	99600	\$143	BID 11
9-32	416 N Clay St	Pomp S Tire Service, Inc	207000	\$60	BID 11
9-33-2	1031 Main St	Main Street Green Bay Properties, LLC	54200	\$136	BID 11
9-33	1033 Main St	Main Street Green Bay Properties, LLC	116700	\$270	BID 11
9-35	1021 Main St	Main Street Green Bay Properties, LLC	111500	\$279	BID 11
9-36	1019 Main St	Main Street Green Bay Properties, LLC	95400	\$239	BID 11
9-37	1013 Main St	Main Street Green Bay Properties, LLC	203100	\$508	BID 11
9-41	931 Main St	McHaHa, LLC	246900	\$617	BID 11
9-45	915 Main St	Green Bay City of	0	\$0	BID 11
9-48	901 Main St	Rmr Partners, LLC	2359400	\$3,000	BID 11
9-49	900 Cedar St	David Bartikofsky	166500	\$416	BID 11
9-50	1018 Cedar St	Main Street Green Bay Properties, LLC	24600	\$0	BID 11
9-55	1102 Cedar St	Pomp S Tire Service, Inc	40000	\$35	BID 11
9-57	1112 Cedar St	Pomp S Tire Service, Inc	319400	\$799	BID 11
9-60	1124 Cedar St	F R W Realty, LLC	140600	\$352	BID 11
9-77	1123 Cedar St	Wochinske Realty, LLC	1959000	\$48	BID 11
9-85	500 N Webster Ave	Denny H. Brotski	308100	\$770	BID 11
9-86	903 Cedar St	929 Cedar, LLC	718600	\$1,797	BID 11
10-6	722 Bodart St	Neighborhood Housing Services of Green Bay, Inc	599900	\$1,500	BID 11
10-8	800 Cedar St	Hus Properties, LLC	300900	\$752	BID 11
10-14	700 Main St	U Haul Real Estate Co	742800	\$1,857	BID 11
10-27	Cedar St	Betty Lou Lewis	0	\$0	BID 11
10-28	Cedar St	Green Bay City of - East River Trail	0	\$0	BID 11
10-29	500 N Quincy St	Betty Lou Lewis	0	\$0	BID 11
11-47	618 Bodart St	Ruesch Properties, LLC	128100	\$320	BID 11
11-50	619 Bodart St	Kevin C. Kuehn	165900	\$415	BID 11
11-99	620 Main St	Kuehn, LLC	153900	\$385	BID 11
11-104	635 Main St	Jnt Venture, LLC	902400	\$2,256	BID 11
14-7	1138 Main St	1138 Main, LLC	553300	\$1,383	BID 11
14-27	312 N Roosevelt St	318 N Roosevelt, LLC	104400	\$261	BID 11
8-118	500 N Baird St	Leonel Cortes	162400	\$487	BID 12
8-266	1237 Main St	Dogfish, LLC	528300	\$1,585	BID 12
8-281-A	1258 Main St	Everardo Ortiz	584000	\$1,752	BID 12
8-283	1264 Main St	Ronald L. Smits	98100	\$294	BID 12

8-297-A	1356 Main St	Green Bay City of	0	\$0	BID 12
8-303	1301 Main St	Tasty Treats Real Estate, LLC	266700	\$800	BID 12
8-307	1277 Main St	Circle B Development, LLC	305600	\$917	BID 12
8-332	1351 Cedar St	Arnold J. Pendergast	195700	\$587	BID 12
9-25	1139 Main St	Cyrus Development Services, LLC	578600	\$1,736	BID 12
9-39	1001 Main St	Main Street Green Bay Properties, LLC	533700	\$1,212	BID 12
9-44	919 Main St	Simonet Development, LLC	555800	\$1,667	BID 12
10-1	700 Bodart St	Gto Investments, LLC	199600	\$599	BID 12
10-2	708 Bodart St	Wade M. Conard	102100	\$306	BID 12
10-5	718 Bodart St	720 Bodart, LLC	176300	\$529	BID 12
14-1	1100 Main St	Greater Source, LLC	1054200	\$3,000	BID 12
14-2	1106 Main St	Heiman Partnership, LLC	362700	\$1,088	BID 12
14-338	324 N Roosevelt St	A&J Investment Properties, LLC	249800	\$749	BID 12
			\$36,140,300	\$66,983	

APPENDIX E - CITY ATTORNEY'S OPINION – TO BE SUBMITTED



City of Green Bay Law Department
100 North Jefferson Street - Room 200
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3080
Fax 920.448.3081

November 25, 2024

Wendy Townsend, Project and Program Manager
City of Green Bay
100 North Jefferson Street, Room 608
Green Bay, WI 54301

RE: Proposed Operating Plan for Business Improvement District No. 2

Dear Ms. Townsend:

The purpose of this correspondence is to respond to your request for a legal review of the proposed 2025 Operating Plan for Business Improvement District No. 2 (hereafter "Plan"). Your request asks the City Attorney's Office to provide an opinion with respect to the Plan's compliance with the requirements of Wisconsin Statute § 66.1109(l)(f).

Our office has reviewed the Plan, a copy of which is attached hereto, and based upon such review, are of the opinion that the Plan meets the requirements of Wisconsin Statute § 66.1109 (l)(f), subsections 1 through 4.

Thank you for your attention to this matter.

Sincerely,

Joanne Bungert
City Attorney



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.3

Consideration with possible action on the request by On Broadway Inc., (OBI) to approve their 2025 Business Improvement District Operating Plan.

BACKGROUND

Each year the City of Green Bay's Business Improvement Districts are required to submit their annual operating plans to the Green Bay Plan Commission for review and approval. The attached 2025 Operating Plan has been approved by the OBI BID Board and has been reviewed by the City Attorney.

RECOMMENDATION

Approve the OBI 2025 BID Operating Plan as submitted.

FISCAL IMPACT

ATTACHMENTS

1. Operating Plan OBI 2025 - DRAFT
2. 2025 OBI District 3 OP Attorney Letter-11.25.14

2025 Operating Plan

Broadway Business Improvement District

BUSINESS IMPROVEMENT DISTRICT NO. 3

PROPOSED OPERATING PLAN



I. INTRODUCTION

A. Background

In 1984, the Wisconsin legislature created 66.1109 (formerly S. 66.608) of the Statutes (see Appendix A) enabling cities to establish Business Improvement Districts (BIDs). The purpose of the law is “to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities.” (1983 Wisconsin Act 184, Section 1, legislative declaration.)

The City of Green Bay has received a petition from property owners which requests creation of a Business Improvement District for the purpose of revitalizing and improving the Broadway business area on Green Bay’s West side. (see Appendix B). The BID law requires that every district have an annual Operating Plan. This document is the initial Operating Plan for the proposed Broadway Business Improvement District. The BID proponents prepared this Plan with technical assistance from the City of Green Bay Economic Development Department.

B. Physical Setting

The Broadway Business Improvement District has a general setting starting at the point where Mason Street meets the west bank of the Fox River; west to the southwestern property line of parcel 2-948 (Wisconsin Central LTD); continuing northwest to Maple Avenue; north on Maple Avenue to the northern property line of parcel 3-1144-B (339 South Maple Avenue); east along said property line to Chestnut Avenue; north along Chestnut Avenue to Howard Street; west on Howard Street to the alleyway beginning on the western most property line of parcel 3-330 (506-508 Howard Street); north through the alleyway to the southern border of parcel 3-85 (515 West Walnut Street); west at the property line to South Maple Avenue; north on South Maple Avenue through Walnut Street to the northern property line of 4-223 (514 West Walnut Street); east at said property line to alleyway; north in alleyway to the northern property line of parcel 4-102 (230 North Maple Avenue); west along said property line to North Maple Avenue; north on North Maple Avenue to Dousman Street; west on Dousman Street to alleyway beginning at the western property line of parcel 5-607 (301 North Maple Avenue); north in said alleyway to northern property line of parcel 5-605-1; east along said property line to North Maple Avenue; north on North Maple Avenue to Kellogg Street; east on Kellogg Street to Chestnut Avenue; north on Chestnut Avenue to Elmore Street; east on Elmore Street to Broadway Street; north on Broadway Street to alleyway beginning on the northern property line of parcel 5-72 (710 North Broadway Street); east through said alleyway to McDonald Street; north on McDonald Street to James Street; east on James Street to the northeastern property line of parcel 5-1525-A; south along said property line to western bank of Fox River.

II. DISTRICT BOUNDARIES

Boundaries of the proposed district are shown on the map in Appendix B of this plan. A listing of the properties included in the district is provided in Appendix C.

III. PROPOSED OPERATING PLAN

A. Plan Objectives

The object of the Broadway Business Improvement District is to foster a vibrant community activated by:

- People strolling the streets shopping for one-of-a kind gifts or everyday goods
- Diners enjoying diverse restaurants that intermingle with shops and other cultural and entertainment venues
- Activity flowing between the streets of Broadway and the waterfront to the rest of downtown
- A variety of housing styles mixed throughout the district, providing affordable housing for all markets
- The entrepreneurial spirit coupled with a strong dynamic employee base

As creativity and art provide the underlying pulse of the district, these elements combine making the Broadway District the place people of all ages and backgrounds come to shop, eat, live, work, network and play.

Proposed Activities – Year Next

Principle activities to be engaged in by the district during its next year of operation, if the environment allows, will include:

1. Maintain benches, garbage cans, planters/beautification, pole banners, and other hardscape improvements throughout the district. 50 planters will be planted in the spring with flowers, 20 planters with fall décor, weed management throughout district during the growing season, weed management and perennial plantings in 48 tree boxes, 25 bowls with winter décor, coordinated trash pickups once per month, 150 poles banners, and 30 trees with annual lighting.
2. Enhance public art installations throughout the district by partially funding the installation of murals, a temporary sculpture, utility box wraps, and other streetscape art such as sidewalk poetry, painted pianos, or decorative lighting. Expand decorative public seating in a high impact area with heavy pedestrian traffic. Initiate plan for alleyway improvements.
3. Improve awareness of BBID investments in the district by partnering with On Broadway, Inc. and other funded partners to promote the BBID brand.
4. Maintain a mini-grant program to support retail occupancy of ground floor storefronts. Mini-grants may also support streetscape activation including retail racks, tables, chairs, etc.
5. Help sustain operations and solvency of On Broadway, Inc. by providing an administrative allocation for payment of rent, telephones, internet, office supplies, utilities and salaries that are necessary to perform services to the businesses in the district.

6. Advance conversations with adjacent commercial property owners north of Mason Street to gauge interest in joining the BBID, and subsequently propose modifications if warranted to the City of Green Bay Plan Commission.
7. Review and make recommendations to update the by-laws of the BBID.
8. Support the efforts to open a public market with a pledge to the capital campaign. Provide advocacy for the project recognizing its ability to attract visitors to the district and increase future development and property values.

Proposed Budget

<u>Design</u>	
Lighting	
tree lighting in winter	\$ 5,000
Annual Maintenance	
planters in spring	
watering in spring, summer, fall	
weeding in spring, summer, fall	
fall décor	
winter décor	
banner maintenance	\$ 20,000
Public Art	
murals, sculptures, streetscape art	\$ 20,000
Bike Racks	
Install artistic bike racks	\$ 5,000
Total Design	\$ 50,000
<u>Organization</u>	
Admin Allocation	
To assist with payment of administrative expenses including but not limited to rent, telephones, internet, office supplies, utilities, and salaries necessary to execute the proposed activities.	\$ 25,581
BBID Annual Audit	
2023 audit	\$ 3,200
Total Organization	\$ 28,781
<u>Promotion</u>	

Marketing Allowance District marketing throughout the year	\$ 8,536
Total Promotion	\$ 8,536
<u>Economic Vitality</u>	
Mini-Grants Maintain a mini-grant program to encourage retail occupancy in ground floor spaces	\$ 5,000
Retail Incubator Partial rent subsidy to operate a retail incubator space	\$ 12,000
Public Market Partial pledge to the capital campaign for the Green Bay Public Market	\$ 25,000
Total Economic Vitality	\$ 42,000
Total	\$ 129,669

B. Financing Method

It is proposed to raise \$129,669 with estimated manufacturing assessments through BID assessments (see Appendix C). The BID Board shall have the authority and responsibility to prioritize expenditures and to revise the budget as necessary to match the funds actually available.

C. Organization of BID Board

Upon creation of the BID, the Mayor will appoint members to the district board ("board"). The board's primary responsibility will be implementation of this Operating Plan. This will require the board to negotiate with providers of services and materials to carry out the Plan; to enter into various contracts; to monitor development activity; to periodically revise the Operating Plan; to ensure district compliance with the provisions of applicable statutes and regulations; and to make reimbursements for any overpayments of BID assessments.

State law requires that the board be composed of at least five members and that a majority of the board members be owners or occupants of property within the district.

The Broadway Business Improvement District Board shall be organized as follows:

1. Board size – Maximum of 9, minimum of 7, with one representative of the Mayor or Council.
2. Composition - A majority (at least 5) members shall be owners or occupants of property within the District.
3. Term – The nine board member positions shall rotate every three years, with three positions expiring at the end of each calendar year-end. The Board may remove, by a majority vote, any BID Board member who is absent from more than 3 meetings, without a valid excuse. In the

event that a member takes the position mid-term (before the position expires every three years), that term shall count as the first term if two years or more remain on the term. Should less than two years remain on the term, this time is not counted towards the term limit and the board member shall be allowed to serve up to the maximum two additional three year terms.

4. Compensation - None.
5. Meetings - All meetings of the Board shall be governed by the Wisconsin Open Meetings Law. Minutes will be recorded and submitted to the City and the Board. The Board shall adopt rules of order to govern the conduct of its meetings and meet regularly, at least annually.
6. Record keeping - Files and records of the Board's affairs shall be kept pursuant to public records requirements.
7. Staffing - The Board may employ staff and/or contract for staffing services pursuant to this Plan and subsequent modifications thereof. Unless requested otherwise by the Board, any staff members or employees of contractors may attend all meetings of the Board, but will not have voting authority.
8. Officers - The Board shall appoint a Chairman, Treasurer and Secretary, any two of the three of which shall have the power to execute documents on behalf of the full Board, for the purposes authorized by the full Board. The Board may also give its staff limited ability to write checks to carry out the Plan. Any individual on the Board can be appointed an Officer, but shall be limited to two consecutive years as an Officer.

D. Relationship to On Broadway, Inc.

The BID shall be a separate entity from On Broadway, Inc., notwithstanding the fact that members, officers and directors of each may be shared. The Association shall remain a private organization, not subject to the open meeting law, and not subject to the public record law except for its records generated in connection with the BID board. The Association may, and it is intended, shall, contract with the BID to provide services to the BID, in accordance with this Plan.

IV. METHOD OF ASSESMENT

A. Assessment Rate and Method

The principle behind the assessment methodology is that each property should contribute to the BID in proportion to the benefit derived from the BID. After consideration of other assessment methods, it was determined that assessed value of a property was the characteristic most directly related to the potential benefit provided by the BID. Therefore, a fixed assessment on the assessed value of the property was selected as the basic assessment methodology for this BID.

As of January 1, 2024, the property in the Broadway Business Improvement District will have a total assessed value of \$88.211 million. This plan proposes to assess the property in the district at a rate of

\$1.47 per \$1,000.00 of assessed value. This represents a 5% change from the prior year, or \$0.07 per \$1,000, and subject to the maximum assessment for the purposes of the BID.

Appendix shows the projected BID assessment for each property included in the district.

B. Excluded and Exempt Property

The BID law requires explicit consideration of certain classes of property. In compliance with the law the following statements are provided.

1. State Statute 66.1109(1)(f)lm: The district will contain property used exclusively for manufacturing purposes, as well as properties used in part for manufacturing. These properties will be assessed according to the method set forth in this plan because it is assumed that they will benefit from development in the district.
2. State Statute 66.1109(5)(a): Property known to be used exclusively for residential purposes will not be assessed; such properties will be identified as BID Exempt Properties in Appendix C, as revised each year.
3. In accordance with the interpretation of the City Attorney regarding State Statute 66.1109 (1)(b), property exempt from general real estate taxes has been excluded from the district. Privately owned tax-exempt property adjoining the district and which is expected to benefit from district activities may be asked to make a financial contribution to the district on a voluntary basis.

V. RELATIONSHIP TO GREEN BAY COMPREHENSIVE PLAN AND ORDERLY DEVELOPMENT OF THE CITY

A. City Plans

Objectives: Downtown Revitalization Support economic revitalization of downtown by encouraging diverse economic activity including government and professional offices, insurance and financial services, education and training, convention, lodging, food and beverages, and entertainment, retail, and high-density residential land uses. - *Chapter 26: Economic Development: Objective - 4, from Smart Growth 2022, City of Green Bay, May 2003.*

Land Uses: "Downtown" Mixed Use: The "downtown" land use category allows and promotes high-intensity office, retail, housing and civic land uses, preferably in mixed use buildings with a strong pedestrian orientation. It applies within the Broadway corridor as it does in Downtown "proper," although the scale of buildings along Broadway is smaller, and the intensity of use is likely to be somewhat lower. As discussed in the Historic Preservation Plan, the Broadway historic districts could benefit from site plan review of development projects, using design standards that are geared to the specific character of those districts. - *Chapter 22: Neighborhoods and Districts: Objectives, Policies and Recommendations for District 3, from Smart Growth 2022, City of Green Bay, May 2003.*

Based on the objectives and land use requirements cited above, this BID Operating Plan is consistent with the City's Comprehensive Plan for the Broadway District.

B. City Role in District Operation

The City of Green Bay has committed to helping private property owners in the district promote its development. To this end, the City expected to play a significant role in the creation of the Business Improvement district and in the implementation of the Operating Plan. In particular, the City will:

1. Provide technical assistance to the proponents of the district through adoption of the Plan, and provide assistance as appropriate thereafter.
2. Monitor and, when appropriate, apply for outside funds that could be used in support of the district.
3. Collect assessments, maintain in a segregated account, and disburse the monies of the district.
4. Receive annual audits as required per sec. 66.1109 (3) (c) of the BID law.
5. Provide the board, through the Tax Commissioner's Office on or before June 30th of each Plan year, with the official City records and the assessed value of each tax key number with the district, as of January 1st of each Plan year, for purposes of calculating the BID assessments.
6. Encourage the State of Wisconsin, Brown County and other units of government to support the activities of the district.

VI. PLAN APPROVAL PROCESS

A. Public Review Process

The Wisconsin Business Improvement district law establishes a specific process for reviewing and approving proposed districts. Pursuant to the statutory requirements, the following process will be followed:

1. The City of Green Bay Plan Commission will review the proposed district boundaries and proposed Operating Plan and will then set a date for a formal public hearing.
2. The City Plan Commission, in cooperation with the Economic Development Department, will send, by certified mail, a public hearing notice and a copy of the proposed Operating Plan to

all owners of real property within the proposed district. In addition, a Class 2 notice of the public hearing will be published in a local newspaper of general circulation.

3. The City Plan Commission will hold a public hearing, will approve or disapprove the Plan, and will report its action to the Common Council.
4. The Common Council will act on the proposed BID Plan.
5. If adopted by the Common Council, the proposed BID Plan is sent to the Mayor for his approval.
6. If approved by the Mayor, the BID is created and the Mayor will appoint members to the district board established to implement the Plan.

B. Petition against Creation of the BID

The City may not create the Business Improvement district if, within 30 days of the City Plan Commission's hearing, a petition is filed with the City containing signatures of:

1. Owners of property to be assessed under the proposed initial Operating Plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial Operating Plan, using the method of valuation specified in the proposed initial Operating Plan; or
2. Owners of property to be assessed under the proposed initial Operating Plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed Operating Plan.

VII. FUTURE YEAR OPERATING PLANS

A. Phased Development

It is anticipated that the BID will continue to revise and develop the Operating Plan annually, in response to changing development needs and opportunities in the district, in accordance with the purposes and objectives defined in this initial Operating Plan.

Section 66.1109 (3) (a) of the BID law requires the board and the City to annually review and make changes as appropriate in the Operating Plan. Therefore, while this document outlines in general terms the complete development program, it focuses upon Year One activities, and information on specific assessed values, budget amounts and assessment amounts are based on Year One conditions. Greater detail about subsequent year's activities will be provided in the required annual Plan updates, and approval by the Common Council of such Plan updates shall be conclusive evidence of compliance with this Plan and the BID law.

In later years, the BID Operating Plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. However, the method of assessing shall not be materially altered, except with the consent of the City of Green Bay.

B. Amendment, Severability and Expansion

This BID has been created under authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of this Statute invalid or unconstitutional its decision will not invalidate or terminate the BID and this BID Plan shall be amended to conform to the law without need of reestablishment.

Should the legislature amend the Statute to narrow or broaden the process of a BID to exclude or include as assessable properties a certain class or classes of properties, then this BID Plan may be amended by the Common Council of the City of Green Bay as and when it conducts its annual Operating Plan approval and without necessity to undertake any other act. This is specifically authorized under Section 66.1109(3)(b).

OPERATING PLAN APPENDICES

- A. STATUTE
- B. DISTRICT BOUNDARIES MAP
- C. YEAR PROJECTED ASSESSMENTS
- D. CITY ATTORNEY'S OPINION

APPENDIX A - Wisconsin State Statute "BID Law"

66.1109 Business improvement districts.

(1) In this section:

- (a) "Board" means a business improvement district board appointed under [sub. \(3\) \(a\)](#).
- (b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.
- (c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.
- (d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.
- (e) "Municipality" means a city, village or town.
- (f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:
 - 1. The special assessment method applicable to the business improvement district.
 - 1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.
 - 2. The kind, number and location of all proposed expenditures within the business improvement district.
 - 3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.
 - 4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.
 - 5. A legal opinion that [subds. 1. to 4.](#) have been complied with.
- (g) "Planning commission" means a plan commission under [s. 62.23](#), or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

- (a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under [par. \(b\)](#) has petitioned the municipality for creation of a business improvement district.
- (b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.
- (c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.
- (d) Within 30 days after the hearing under [par. \(c\)](#), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.
- (e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3)

- (a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.
- (b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local

legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under [sub. \(3\)](#) (c) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under [par. \(c\)](#) and unless the business improvement district is not terminated under [par. \(e\)](#).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under [par. \(c\)](#), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under [par. \(c\)](#), by petition under this subsection or subsequent notification under [par. \(d\)](#), and after subtracting any retractions under [par. \(d\)](#), the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

(5)

(a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under [s. 70.11](#) may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

History: 1983 a. [184](#); 1989 a. [56](#) s. 258; 1999 a. [150](#) s. [539](#); Stats. 1999 s. 66.1109; 2001 a. [85](#).

APPENDIX B – District Map



On Broadway, Incorporated

A MAIN STREET PROGRAM

 Business Improvement
District Boundary



0 100 200 400 600 800 Feet



This is a compilation of records and data located in various Brown County and City of Green Bay offices and is to be used for reference purposes only. The map is controlled by the field measurements between the corners of the Public Land Survey System and the parcels are mapped from available records which may not precisely fit field conditions. Brown County/City of Green Bay are not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied.

Map prepared by City of Green Bay Planning Department.
July, 2004.
\\gis01\planning\citydata_gis\obi_cad_template.mxd

APPENDIX C – Year Projected Assessments

GISLink	TotalAssessedValue	BID	PropertyAddress	OwnerName
2-72	\$ 217,000.00	\$ 318.99	519 S Broadway	Joseph L. Aerts
2-76	\$ -	\$ -	525 S Broadway	Redevelopment Authority of the City of Green Bay
2-77	\$ -	\$ -	531 S Broadway	Redevelopment Authority of the City of Green Bay
2-947	\$ -	\$ -	419 S Maple Ave	Redevelopment Authority of the City of Green Bay
3-85	\$ 445,600.00	\$ 655.03	515 W Walnut St	Kwik Trip, Inc
3-92	\$ 241,600.00	\$ 355.15	118 S Chestnut Ave	Democratic Party of Brown County
3-96	\$ 532,300.00	\$ 782.48	509 W Walnut St	Newcmg Properties, LLC
3-98	\$ 47,700.00	\$ 70.12	409 W Walnut St	Historic West, LLC
3-99	\$ 55,900.00	\$ 82.17	100 S Chestnut Ave Unit BLK	Historic West, LLC
3-100	\$ 85,300.00	\$ 125.39	117 S Chestnut Ave	Badgerland Management, LLC
3-101	\$ 116,900.00	\$ 171.84	125 S Chestnut Ave	Badgerland Management, LLC
3-104-A	\$ 85,800.00	\$ 126.13	116 S Broadway	Thavone Ly
3-105	\$ 412,800.00	\$ 606.82	112 S Broadway	Bosley Properties, LLC
3-106	\$ 349,300.00	\$ 513.47	110 S Broadway	Thavone Ly
3-107	\$ 338,100.00	\$ 497.01	405 W Walnut St	Historic West, LLC
3-110	\$ 402,500.00	\$ 591.68	317 W Walnut St	Zeise Marital Trust
3-113	\$ 624,200.00	\$ 917.57	123 S Broadway	Dubois Real Estate Holdings, LLC
3-114	\$ 196,400.00	\$ 288.71	120 S Pearl St	Sma Construction Services, LLC
3-116	\$ 76,400.00	\$ 112.31	100 S Pearl St Unit BLK	Abby Holdings, LLC
3-306-1	\$ 544,300.00	\$ 800.12	201 W Walnut St	Abby Holdings, LLC
3-306	\$ 5,198,600.00	\$ 7,641.94	111 W Walnut St	Green Bay Acquisition Co 4, Inc
3-310	\$ 13,100.00	\$ 19.26	307 Howard St	201 Building, LLC
3-311	\$ 90,700.00	\$ 133.33	100 S Pearl St Unit BLK	Abby Holdings, LLC
3-312	\$ 114,900.00	\$ 168.90	127 S Broadway	Dubois Real Estate Holdings, LLC
3-313	\$ 74,000.00	\$ 108.78	131 S Broadway	Dubois Real Estate Holdings, LLC
3-314	\$ 148,300.00	\$ 218.00	201 S Broadway	201 Building, LLC
3-315	\$ 26,300.00	\$ 38.66	205 S Broadway	201 Building, LLC
3-316	\$ 48,400.00	\$ 71.15	211 S Broadway	Jessifer, LLC
3-317	\$ -	\$ -	200 S Broadway	Green Bay Area Public School District, Inc
3-320	\$ 251,600.00	\$ 369.85	128 S Broadway	Slcre, LLC
3-322	\$ 132,800.00	\$ 195.22	124 S Broadway	Thavone Ly
3-325	\$ 7,900.00	\$ 11.61	412 Howard St	Badgerland Management, LLC
3-362	\$ 146,900.00	\$ 215.94	301 S Pearl St	Green Bay Acquisition Co 4, Inc
3-363	\$ 46,400.00	\$ 68.21	S Broadway	Vaj Holdings, LLC
3-364	\$ 35,000.00	\$ 51.45	223 S Broadway	Nicker Bobs Craft Mall, LLC
3-369-A	\$ 88,500.00	\$ 130.10	226 S Broadway	Mitchell T. Hyde
3-562	\$ 14,700.00	\$ 21.61	325 S Broadway	Rbj Holdings, LLC
3-563-1	\$ 222,700.00	\$ 327.37	339 S Broadway	Guppo, LLC

3-563	\$ 99,800.00	\$ 146.71	327 S Broadway	Rbj Holdings, LLC
3-569	\$ -	\$ -	420 S Broadway	Redevelopment Authority of the City of Green Bay
3-572	\$ -	\$ -	402 S Broadway	Redevelopment Authority of the City of Green Bay
3-588	\$ 118,200.00	\$ 173.75	316 S Broadway	Chao T. Moua
3-589	\$ 10,300.00	\$ 15.14	312 S Broadway	Dawn M. Mccoy
3-590	\$ 11,000.00	\$ 16.17	304 S Broadway	Dawn M. Mccoy
3-591	\$ 199,400.00	\$ 293.12	300 S Broadway	Sanctuary Spas, LLC
3-642	\$ 218,400.00	\$ 321.05	301 S Broadway	Vaj Holdings, LLC
3-643	\$ 140,500.00	\$ 206.54	307 S Broadway	Nicker Bobs Craft Mall, LLC
3-644	\$ 33,100.00	\$ 48.66	309 S Broadway	Rbj Holdings, LLC
3-1300	\$ 170,500.00	\$ 250.64	126 S Broadway	Urban Concepts,, LLC
3-1301	\$ 172,600.00	\$ 253.72	126 S Broadway	Darren Johnson
4-59	\$ 509,400.00	\$ 748.82	N Broadway	Parking Lot U, LLC
4-60	\$ 2,005,700.00	\$ 2,948.38	164 N Broadway	Blh Holdings, LLC
4-61-1	\$ 900,700.00	\$ 1,324.03	154 N Broadway	154 N Broadway, LLC
4-62	\$ 800,700.00	\$ 1,177.03	200 N Broadway	Theresa M. Beerntsen
4-65	\$ 952,200.00	\$ 1,399.73	240 N Broadway	Bfam, LLC
4-66	\$ 586,300.00	\$ 861.86	313 Dousman St	High Brau, LLC
4-67	\$ 2,099,100.00	\$ 3,085.68	235 N Broadway	Platten Place, LLC
4-68	\$ 274,300.00	\$ 403.22	231 N Broadway	Washington, LLC
4-71	\$ 2,195,600.00	\$ 3,227.53	211 N Broadway	On Broadway, Inc
4-72	\$ 547,600.00	\$ 804.97	201 N Broadway	201 Broadway, LLC
4-74	\$ 384,700.00	\$ 565.51	163 N Broadway	Ildeman R. Nielson
4-75	\$ 483,100.00	\$ 710.16	159 N Broadway	David Bartikofsky
4-76	\$ 139,400.00	\$ 204.92	157 N Broadway	Noc Harn, LLC
4-84	\$ 576,400.00	\$ 847.31	413 Dousman St	Kaliz Ltd Partnership
4-85	\$ 1,303,900.00	\$ 1,916.73	505 Dousman St	Frank Land Holding, LLC
4-104	\$ 491,800.00	\$ 722.95	517 Dousman St	Bo Enterprises, LLC
4-154	\$ 1,186,700.00	\$ 1,744.45	142 N Broadway	Lorenzen Holdings, LLC
4-156	\$ 334,300.00	\$ 491.42	151 N Broadway	Noc Harn, LLC
4-157	\$ 97,100.00	\$ 142.74	147 N Broadway	Lawrence Frye
4-158	\$ 363,600.00	\$ 534.49	143 N Broadway	Sand and Sun, LLC
4-159	\$ 53,800.00	\$ 79.09	144 N Chestnut Ave	Sand and Sun, LLC
4-187	\$ 113,200.00	\$ 166.40	133 N Pearl St	Petes Annex, LLC
4-188	\$ 66,700.00	\$ 98.05	119 N Pearl St	Petes Annex, LLC
4-189	\$ 64,700.00	\$ 95.11	127 N Pearl St	Petes Annex, LLC
4-190	\$ 42,700.00	\$ 62.77	115 N Pearl St	Petes Annex, LLC
4-191	\$ 21,100.00	\$ 31.02	111 N Pearl St	Petes Annex, LLC
4-192	\$ 12,600.00	\$ 18.52	105 N Pearl St	Petes Annex, LLC
4-193	\$ 27,000.00	\$ 39.69	100 N Pearl St Unit BLK	Petes Annex, LLC
4-194	\$ 1,981,100.00	\$ 2,912.22	310 W Walnut St	Petes Annex, LLC
4-201-1	\$ 451,200.00	\$ 663.26	127 N Broadway	Widmer Properties, LLC
4-201	\$ 344,300.00	\$ 506.12	133 N Broadway	Xa Lee

4-204	\$	223,400.00	\$	328.40	123 N Broadway	Game Holdings, LLC
4-205	\$	296,100.00	\$	435.27	121 N Broadway	Xa Lee
4-206	\$	323,400.00	\$	475.40	119 N Broadway	Eric J. Woller
4-210	\$	480,100.00	\$	705.75	107 N Broadway	Czachor & Polack Development, LLC
4-215-A	\$	212,600.00	\$	312.52	122 N Chestnut Ave	Green Bay Community Theatre, Inc
4-216	\$	94,700.00	\$	139.21	138 N Chestnut Ave	Bett, LLC
4-221	\$	148,000.00	\$	217.56	500 W Walnut St	Walnut Auto Investments, LLC
4-223	\$	661,700.00	\$	972.70	514 W Walnut St	Sorensen Development, Inc
4-253-A	\$	34,300.00	\$	50.42	N Pearl St	Petes Annex, LLC
4-254	\$	472,400.00	\$	694.43	139 N Broadway	Bascom Holdings, LLC
4-263	\$	212,500.00	\$	312.38	111 N Broadway Unit 1	Taj Enterprises, LLC
4-264	\$	212,500.00	\$	312.38	111 N Broadway Unit 2	VantagePoint Holdings, LLC
4-265	\$	216,100.00	\$	317.67	111 N Broadway Unit 3	Whetter Daniel D & Carrie L Joint Revoc Trust
4-266	\$	212,500.00	\$	312.38	111 N Broadway Unit 4	Eventful Concepts, LLC
5-54	\$	275,800.00	\$	405.43	200 Mather St	Arthur W. Zingler III
5-58	\$	86,600.00	\$	127.30	704 Alma St	Nancy Rogers
5-584-2	\$	57,200.00	\$	84.08	308 Dousman St	DDL Holdings, LLC
5-584-3	\$	476,100.00	\$	699.87	300 Dousman St	Luga Properties, LLC
5-588	\$	244,400.00	\$	359.27	319 N Broadway	Caesars Palace of Green Bay, LLC
5-589	\$	46,000.00	\$	67.62	317 N Broadway	Fort Howard New Town Redevelopment, LLC
5-590	\$	355,500.00	\$	522.59	313 N Broadway	Fort Howard New Town Redevelopment, LLC
5-591	\$	13,500.00	\$	19.85	Dousman St	Brittany J. Paulsen
5-592	\$	302,900.00	\$	445.26	400 Dousman St	Cathy T. Lesandrini
5-593	\$	130,500.00	\$	191.84	402 Dousman St	Sams Investments, LLC
5-594	\$	478,500.00	\$	703.40	408 Dousman St	Brittany J. Paulsen
5-595	\$	136,800.00	\$	201.10	309 N Broadway	Dhuey Property, LLC
5-596	\$	163,100.00	\$	239.76	412 Dousman St	Widmer Properties, LLC
5-597	\$	409,100.00	\$	601.38	414 Dousman St	GNC Development, LLC
5-599	\$	-	\$	-	314 N Chestnut Ave	Green Bay Redevelopment Authority
5-600	\$	25,500.00	\$	37.49	N Chestnut Ave	Fort Howard New Town Redevelopment, LLC
5-602	\$	49,800.00	\$	73.21	324 N Chestnut Ave	Ddl Holdings, LLC
5-607	\$	310,500.00	\$	456.44	301 N Maple Ave	Express Property, LLC
5-874	\$	43,300.00	\$	63.65	329 N Broadway	Cst, LLC
5-875	\$	189,900.00	\$	279.15	331 N Broadway	Cst, LLC
5-876	\$	167,000.00	\$	245.49	333 N Broadway	Cst, LLC
5-877	\$	177,400.00	\$	260.78	335 N Broadway	Cst, LLC
5-878	\$	26,300.00	\$	38.66	N Broadway	Cst, LLC
5-879	\$	87,800.00	\$	129.07	341 N Broadway	Benzplekan Real Estate, LLC
5-882	\$	1,502,900.00	\$	2,209.26	401 N Broadway	Hoffman House 34, LLC
5-885	\$	387,900.00	\$	570.21	419 N Broadway	419, LLC
5-890	\$	225,000.00	\$	330.75	431 N Broadway	Martin R. Leonhard
5-1525-A	\$	1,687,100.00	\$	2,480.04	700 Mc Donald St	Graymont Western Lime, Inc
5-1525-B	\$	12,500.00	\$	18.38	201 Mather St	Arthur W. Zingler III

5-1525	\$ 2,155,800.00	\$ 3,169.03	Dousman St Unit RR	Graymont Western Lime, Inc
5-1737	\$ 1,447,600.00	\$ 2,127.97	300 N Broadway Unit 100	Green Bay Broadway Development, LLC
5-1738	\$ 1,251,100.00	\$ 1,839.12	300 N Broadway Unit 200	Green Bay Broadway Development, LLC
5-1739	\$ 1,281,200.00	\$ 1,883.36	300 N Broadway Unit 300	Green Bay Area Chamber of Commerce
5-1757-1	\$ 4,220,300.00	\$ 6,203.84	520 N Broadway	Ddl Holdings, LLC
5-1757	\$ 849,500.00	\$ 1,248.77	520 N Broadway	Ddl Holdings, LLC
5-1758	\$ 300.00	\$ 0.44	305 Donald Driver Way	DDL Holdings, LLC
5-1759	\$ 3,591,000.00	\$ 5,278.77	320 N Broadway	Ddl Holdings, LLC
5-1760	\$ 916,600.00	\$ 1,347.40	340 N Broadway Unit 110	Ddl Holdings, LLC
5-1761	\$ 890,700.00	\$ 1,309.33	340 N Broadway Unit 200	Ddl Holdings, LLC
5-1762	\$ 890,000.00	\$ 1,308.30	340 N Broadway Unit 355	Ddl Holdings, LLC
5-1763	\$ 1,047,900.00	\$ 1,540.41	340 N Broadway Unit 400	Ddl Holdings, LLC
5-1764	\$ 249,700.00	\$ 367.06	313 Donald Driver Way Unit 6	Ddl Holdings, LLC
5-1765	\$ 183,400.00	\$ 269.60	333 Donald Driver Way	DDL Holdings, LLC
5-1766	\$ 1,163,600.00	\$ 1,710.49	200 Dousman St	Base Companies, LLC
5-1768	\$ 160,200.00	\$ 235.49	430 Donald Driver Way	Ddl Holdings, LLC
5-1769	\$ 75,600.00	\$ 111.13	520 Donald Driver Way	Ddl Holdings, LLC
5-1770	\$ 7,844,300.00	\$ 11,531.12	200 Bond St	Broadway Lofts,, LP
5-1771	\$ 497,900.00	\$ 731.91	519 Donald Driver Way	Ddl Holdings, LLC
5-1772	\$ 13,049,700.00	\$ 19,183.06	419 Donald Driver Way	The Fort,, LP
5-1773	\$ 62,200.00	\$ 91.43	435 Donald Driver Way	Ddl Holdings, LLC
5-1774	\$ 12,600.00	\$ 18.52	500 Donald Driver Way	Ddl Holdings, LLC
5-1779	\$ 205,900.00	\$ 302.67	400 Donald Driver Way Unit 1	Rail Yard Innovation District Townhomes, LLC
5-1780	\$ 190,500.00	\$ 280.04	400 Donald Driver Way Unit 2	Rail Yard Innovation District Townhomes, LLC
5-1781	\$ 262,800.00	\$ 386.32	400 Donald Driver Way Unit 3	Rail Yard Innovation District Townhomes, LLC
5-1782	\$ 288,600.00	\$ 424.24	400 Donald Driver Way Unit 4	Rail Yard Innovation District Townhomes, LLC
5-1783	\$ 253,800.00	\$ 373.09	400 Donald Driver Way Unit 5	Rail Yard Innovation District Townhomes, LLC
5-1784	\$ 428,800.00	\$ 630.34	400 Donald Driver Way Unit 6	Brighid Riordan
5-1785	\$ 685,400.00	\$ 1,007.54	400 Donald Driver Way Unit 7	Riordan-Van Gemert Trust of 2023 Dated August 31, 2023
5-1786	\$ 166,600.00	\$ 244.90	400 Donald Driver Way Unit 8	Rail Yard Innovation District Townhomes, LLC
Total	\$ 88,210,500.00	\$ 129,669.44		

APPENDIX D – City Attorney Opinion

DRAFT



City of Green Bay Law Department
100 North Jefferson Street - Room 200
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3080
Fax 920.448.3081

November 25, 2024

Wendy Townsend, Project and Program Manager
City of Green Bay
100 North Jefferson Street, Room 608
Green Bay, WI 54301

RE: Proposed Operating Plan for Business Improvement District No. 3

Dear Ms. Townsend:

The purpose of this correspondence is to respond to your request for a legal review of the proposed 2025 Operating Plan for Business Improvement District No. 3 (hereafter "Plan"). Your request asks the City Attorney's Office to provide an opinion with respect to the Plan's compliance with the requirements of Wisconsin Statute § 66.1109(l)(f).

Our office has reviewed the Plan, a copy of which is attached hereto, and based upon such review, are of the opinion that the Plan meets the requirements of Wisconsin Statute § 66.1109(l)(f), subsections 1 through 4.

Thank you for your attention to this matter.

Sincerely,

Joanne Bungert
City Attorney



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Wendy Townsend, Economic Coordinator

AGENDA ITEM # E.4

Consideration with possible action on the request by Military Avenue Inc., (MAI) to approve their 2025 Business Improvement District (BID) Operating Plan.

BACKGROUND

Each year the City of Green Bay's Business Improvement Districts are required to submit their annual operating plans to the Green Bay Plan Commission for review and approval. The attached 2025 Operating Plan has been approved by the MAI BID Board and has been reviewed by the City Attorney.

RECOMMENDATION

Approve the MAI 2025 BID Operating Plan as submitted.

FISCAL IMPACT

ATTACHMENTS

1. Operating Plan MABA 2025
2. 2025 MAI District 4 OP Attorney Letter-11.25.14
3. City 2024 BID values - Military

**Operating Plan - 2025
Military Avenue, Inc.**

BUSINESS IMPROVEMENT DISTRICT NO. 4

**2025
OPERATING PLAN**



TABLE OF CONTENTS

Item	Page
Introduction	3
District Boundaries	3
Proposed Operating Plan	3
Proposed Budget	4
Method of Assessment	6
Relationship to Comprehensive Plan	7
Future Year Operating Plans	8
Appendices	10-12
BID Assessments	attached

I. INTRODUCTION

A. Background

In 1984, the Wisconsin legislature created 66.1109 (formerly S. 66.608) of the Statutes ([see Appendix A](#)) enabling cities to establish Business Improvement Districts (BIDs). The purpose of the law is “to allow businesses within those districts to develop, to manage and promote the districts and to establish an assessment method to fund these activities.” (1983 Wisconsin Act 184, Section 1, legislative declaration.)

The City of Green Bay approved a petition from property owners in September 2013 to create a Business Improvement District for the purpose of revitalizing and improving the Military Avenue business area on Green Bay’s west side. The BID law requires that every district have an annual Operating Plan.

This document is the Operating Plan for the Military Avenue district. The Military Avenue BID Executive Director, in coordination with the Military Avenue BID Board, prepared this Plan with technical assistance from the City of Green Bay Department of Economic Development.

B. Physical Setting

The Military Avenue Business District has boundaries starting at Lombardi Avenue moving north on Military with a northern most boundary of 116 N Military on the east side of the street and 123 N Military on the west side of the street.

Including: 1560 and 1598 W Western Ave, 1603, 1614 and 1626 W Seventh St, 1559-1565 Ninth St, 1577 Langlade Ave, 1530, 1536 and 1540 Leo St, 1521, 1541, 1587, 1590, and 1606 W Shawano Ave, 1505, 1529, 1555, 1561, 1566, 1593, and 1616 W Mason St.

II. DISTRICT BOUNDARIES

Boundaries of the proposed district are shown on the map in [Appendix B](#) of this plan. A listing of the properties included in the district is provided in [Appendix C](#).

III. PROPOSED OPERATING PLAN

A. Plan Objectives – 2025

Military Avenue, Inc. exists to create an environment that supports the continued success of the businesses and neighborhoods in the Military Avenue district located on the west side of Green Bay.

Military Avenue, Inc. fosters a spirit of collaboration and cooperation with local businesses and neighborhoods by working to improve the entire district. We do our work by marketing, branding and

promoting business activities, physical improvements in the district, event planning, new business recruitment, retaining and supporting existing businesses.

B. Proposed Activities – 2025

Principle activities to be engaged in by the district during its TWELFTH year of operation, 2025, will include:

- 2025 NFL Draft Customer promotion and draw to Military Avenue.
- Capital Campaign for Year-Round location for farmer market, events and community gathering space.
- Fully utilize promotion tools such as the monument sign, social media platforms, market bags, joint advertising opportunities, 2025 NFL Draft and new marketing ideas.
- Support new and existing Military Avenue BID businesses and fill vacant spaces.
- Offer and support opportunities for public art and murals throughout the district.
- Improve sustainability and on-going cost of plants and medians to provide a clean and professional appearance.
- Continue to build on the Market on Military success, bringing customer traffic to the district.
- Seek out grant funding for quality projects and additional staff.
- Explore new options for, and invest in, public amenities such as bike racks, benches, security and safety tools, and garbage cans.

C. Proposed Budget – Year – TWELFTH 2025

Revenues	Projected 2025	Change from 2024
Planned BID Assessment Funds	\$109,714	+\$1,439
(BID Assessments minus 2% delinquent)	-\$2,194	+\$28
Donations/Partnerships	\$0	\$0
Grants /Restricted Income	\$20,000	+\$10,000
Event Funds/Sponsorships/EBT	\$20,000	\$0
Interest Income	\$1,500	+\$1,000
Carry Over from 2022 audit/review	\$138,064	+\$1,455
Total Revenue	\$287,084	+\$17,055
Expenses		
Staffing	\$107,585	+\$42,468
Operating Expenses rent, insurance, audit, accounting, supplies, etc.	\$19,160	+1,310

Technology	\$2,400	\$0
Programs		
Design/Physical improvements	\$54,860	-\$5,600
Street pole banners throughout district, Planter boxes winter and summer, throughout district weed control at medians and monument, monument sign Wi-Fi and operations at Lombardi and Military intersection, public amenities and branding across the district.		
Economic/Business Development	\$1,000	-\$10,000
Business recruitment and support for current businesses.		
Events	\$15,100	-\$100
Summer and Winter Market on Military, Small Business Saturday, Joint Advertising, EBT costs.		
Organization/ Marketing	\$8,800	+\$300
Social media, marketing, advertising, website hosting, web security.		
Total Expenses	\$208,905	+\$28,378
BALANCE	\$78,179	

D. Financing Method

\$109,714 is proposed to be raised through BID assessments as laid out in section IV. METHOD OF ASSESMENT and assume an assessment delinquency amount of \$2,194 based on 2% delinquencies. We have therefore budgeted for \$107,520. We are also setting a goal to obtain grants, sponsorships, fees, and donations to provide funding in the amount of \$41,500. The BID Board shall have the authority and responsibility to prioritize expenditures and to revise the budget as necessary to match the funds available.

E. Organization of BID Board

Upon creation of the BID, the Mayor appointed members to the district board ("board"). The board's primary responsibility is implementation of this Operating Plan. This will require the board to negotiate with providers of services and materials to carry out the Plan; to enter into various contracts; to monitor development activity; to periodically revise the Operating Plan; to ensure district compliance with the provisions of applicable statutes and regulations; and to make reimbursements for any overpayments of BID assessments.

State law requires that the board be composed of at least five members and that a majority of the board members be owners or occupants of property within the district.

It is recommended that the BID board be structured and operate as follows:

1. Board Size – at least Five
2. Composition - At least three fifths members shall be owners or occupants of property within the district. Any non-owner or non-occupant appointed to the board shall be a resident of the City of Green Bay. The board shall elect its Chairperson from among its members.

3. Term - Appointments to the board shall be for a period of three years except that initially two members shall be appointed for a period of three years, two members shall be appointed for a period of two years, and one member shall be appointed for a period of one year.
4. Compensation – None
5. Meetings - All meetings of the board shall be governed by the Wisconsin Open Meetings Law.
6. Record Keeping - Files and records of the board's affairs shall be kept pursuant to public record requirements.
7. Staffing - The board may employ staff and/or contract for staffing services pursuant to this Plan and subsequent modifications thereof.
8. Meetings - The board shall meet regularly, at least twice each year. The board shall adopt rules of order ("by laws") to govern the conduct of its meetings.

F. Relationship to the Military Avenue Business Association.

The BID shall be a separate entity from the Military Avenue Business Association, notwithstanding the fact that members, officers and directors of each may be shared. The Association shall remain a private organization, not subject to the open meeting law, and not subject to the public record law except for its records generated in connection with the BID board or as required by law. The Association may, and it is intended, shall contract with the BID to provide services to the BID, in accordance with this Plan.

IV. METHOD OF ASSESMENT

A. Assessment Rate and Method

Assessment rate per thousand for industrial is \$0.25, office \$2.00, retail/entertainment \$2.25. Minimum assessment rate per parcel is \$250.00 Maximum assessment rate is \$2,500 per parcel.

The principle behind the assessment methodology is that each property should contribute to the BID in proportion to the benefit derived from the BID. After consideration of other assessment methods, it was determined that assessed value of a property was the characteristic most directly related to the potential benefit provided by the BID. Therefore, a fixed assessment on the assessed value of the property was selected as the basic assessment methodology for this BID.

For properties whose use comprises mixed SIC codes, the property has been identified by the ground level use(s) of any buildings constructed on the property. The ground level use is presumed to be the dominant use of the property. If a ground level has more than two uses, then the property has been identified by the use that makes up more than one half of the ground level square footage. The burden is on the owner to change a property classification from that designated in Appendix C. It must be proven annually by the owner of the property in question to the BID board.

However, maintaining an equitable relationship between the BID assessment and the expected benefits requires an adjustment to the basic assessment method. To prevent the disproportional assessment of a small number of high value properties, a maximum assessment of \$2,500.00 per parcel will be applied.

As of January 1, 2014 the property in the district had a total assessed value of over seventy-three million dollars. This plan assesses the property in the district at a rate for industrial \$0.25, for office \$2.00, for retail/entertainment \$2.25. per \$1,000.00 of assessed value, subject to the maximum assessment, for the purposes of the BID.

Appendix C shows the projected BID assessment for each property included in the district.

B. Excluded and Exempt Property

The BID law requires explicit consideration of certain classes of property. In compliance with the law the following statements are provided.

1. State Statute 66.1109(1)(f)Im: The district will contain property used exclusively for manufacturing purposes, as well as properties used in part for manufacturing. These properties will be assessed according to the method set forth in this plan because it is assumed that they will benefit from development in the district.
2. State Statute 66.1109(5)(a): Property known to be used exclusively for residential purposes will not be assessed; such properties will be identified as BID Exempt Properties in Appendix C, as revised each year.
3. In accordance with the interpretation of the City Attorney regarding State Statute 66.1109(1)(b), property exempt from general real estate taxes has been excluded from the district. Privately owned tax-exempt property adjoining the district and which is expected to benefit from district activities may be asked to make a financial contribution to the district on a voluntary basis.

V. RELATIONSHIP TO GREEN BAY COMPREHENSIVE PLAN AND ORDERLY DEVELOPMENT OF THE CITY

A. City Plans

The plan for Military Avenue is to transform the corridor into a signature street with a cohesive identity. This will be accomplished by elevating the level of aesthetics, functionality and safety with improved site and building design. The balance of land uses along Military Avenue must shift in recognition of current and expected future market conditions and to better manage the supply and demand of real estate. Sections of the corridor will transition to finer blocks of mixed-use development that better relate to the scale of surrounding neighborhoods.

Implementation of this plan will result not only in attracting new businesses to Military Avenue, but also in creating an environment that supports the continued success of existing, beneficial businesses. Limited amounts of redevelopment may result in tear down and reconstruction. But in most cases, redevelopment will occur in smaller steps like landscaping parking areas, upgrading building façades, or adding decorative lighting. Military Avenue will become a more complete corridor that caters to local residents and employees who use multiple modes of transportation. This transition is a necessary response to the changing market and context, and will create a more economically sustainable future for Military Avenue. *(Military Avenue Market Analysis and Corridor Design Plan, Executive Summary, Pages 7-8. Adopted by the City of Green Bay: 3/1/2011)*

B. City Role in District Operation

The City of Green Bay has committed to helping private property owners in the district promote its development. To this end, the City is expected to play a significant role in the creation of the Business Improvement District and in the implementation of the Operating Plan. In particular, the City will:

1. Provide technical assistance to the proponents of the district through adoption of the Plan, and provide assistance as appropriate thereafter.
2. Monitor and, when appropriate, apply for outside funds that could be used in support of the district.
3. Collect assessments, maintain in a segregated account, and disburse the monies of the district.
4. Receive annual audits as required per sec. 66.1109 (3) (c) of the BID law.
5. Provide the board, through the Tax Commissioner's Office on or before June 30th of each Plan year, with the official City records and the assessed value of each tax key number with the district, as of January 1st of each Plan year, for purposes of calculating the BID assessments.
6. Encourage the State of Wisconsin, Brown County and other units of government to support the activities of the district.

VI. FUTURE YEAR OPERATING PLANS

A. Phased Development

It is anticipated that the BID will continue to revise and develop the Operating Plan annually, in response to changing development needs and opportunities in the district, in accordance with the purposes and objectives defined in the initial Operating Plan.

Section 66.1109 (3) (a) of the BID law requires the board and the City to annually review and make changes as appropriate in the Operating Plan. Greater detail about subsequent year's activities will be provided in the required annual Plan updates, and approval by the Common Council of such Plan updates shall be conclusive evidence of compliance with this Plan and the BID law.

In later years, the BID Operating Plan will continue to apply the assessment formula, as adjusted, to raise funds to meet the next annual budget. However, the method of assessing shall not be materially altered, except with the consent of the City of Green Bay.

B. Amendment, Severability and Expansion

This BID has been created under authority of Section 66.1109 of the Statutes of the State of Wisconsin. Should any court find any portion of this Statute invalid or unconstitutional its decision will not invalidate or terminate the BID and this BID Plan shall be amended to conform to the law without need of reestablishment.

Should the legislature amend the Statute to narrow or broaden the process of a BID so as to exclude or include as assessable properties a certain class or classes of properties, then this BID Plan may be amended by the

Common Council of the City of Green Bay as and when it conducts its annual Operating Plan approval and without necessity to undertake any other act. This is specifically authorized under Section 66.1109 (3)(b).

APPENDICES

- A. STATUTE
- B. DISTRICT BOUNDARIES
- C. LISTING OF PROPERTIES (CITY HOLDS MOST RECENT LIST)

APPENDICE A

Wisconsin State Statute "BID Law"

66.1109 Business improvement districts.

(1) In this section:

(a) "Board" means a business improvement district board appointed under [sub. \(3\) \(a\)](#).

(b) "Business improvement district" means an area within a municipality consisting of contiguous parcels and may include railroad rights-of-way, rivers, or highways continuously bounded by the parcels on at least one side, and shall include parcels that are contiguous to the district but that were not included in the original or amended boundaries of the district because the parcels were tax-exempt when the boundaries were determined and such parcels became taxable after the original or amended boundaries of the district were determined.

(c) "Chief executive officer" means a mayor, city manager, village president or town chairperson.

(d) "Local legislative body" means a common council, village board of trustees or town board of supervisors.

(e) "Municipality" means a city, village or town.

(f) "Operating plan" means a plan adopted or amended under this section for the development, redevelopment, maintenance, operation and promotion of a business improvement district, including all of the following:

1. The special assessment method applicable to the business improvement district.

1m. Whether real property used exclusively for manufacturing purposes will be specially assessed.

2. The kind, number and location of all proposed expenditures within the business improvement district.

3. A description of the methods of financing all estimated expenditures and the time when related costs will be incurred.

4. A description of how the creation of the business improvement district promotes the orderly development of the municipality, including its relationship to any municipal master plan.

5. A legal opinion that [subds. 1. to 4.](#) have been complied with.

(g) "Planning commission" means a plan commission under [s. 62.23](#), or if none a board of public land commissioners, or if none a planning committee of the local legislative body.

(2) A municipality may create a business improvement district and adopt its operating plan if all of the following are met:

(a) An owner of real property used for commercial purposes and located in the proposed business improvement district designated under [par. \(b\)](#) has petitioned the municipality for creation of a business improvement district.

(b) The planning commission has designated a proposed business improvement district and adopted its proposed initial operating plan.

(c) At least 30 days before creation of the business improvement district and adoption of its initial operating plan by the municipality, the planning commission has held a public hearing on its proposed business improvement district and initial operating plan. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the proposed initial operating plan and a copy of a detail map showing the boundaries of the proposed business improvement district shall be sent by certified mail to all owners of real property within the proposed business improvement district. The notice shall state the boundaries of the proposed business improvement district and shall indicate that copies of the proposed initial operating plan are available from the planning commission on request.

(d) Within 30 days after the hearing under [par. \(c\)](#), the owners of property to be assessed under the proposed initial operating plan having a valuation equal to more than 40% of the valuation of all property to be assessed under the proposed initial operating plan, using the method of valuation specified in the proposed initial operating plan, or the owners of property to be assessed under the proposed initial operating plan having an assessed valuation equal to more than 40% of the assessed valuation of all property to be assessed under the proposed initial operating plan, have not filed a petition with the planning commission protesting the proposed business improvement district or its proposed initial operating plan.

(e) The local legislative body has voted to adopt the proposed initial operating plan for the municipality.

(3)

(a) The chief executive officer shall appoint members to a business improvement district board to implement the operating plan. Board members shall be confirmed by the local legislative body and shall serve staggered terms designated by the local legislative body. The board shall have at least 5 members. A majority of board members shall own or occupy real property in the business improvement district.

(b) The board shall annually consider and may make changes to the operating plan, which may include termination of the plan, for its business improvement district. The board shall then submit the operating plan to the local legislative body for its approval. If the local legislative body disapproves the operating plan, the board shall consider and may make changes to the operating plan and may continue to resubmit the operating plan until local legislative body approval is obtained. Any change to the special assessment method applicable to the business improvement district shall be approved by the local legislative body.

(c) The board shall prepare and make available to the public annual reports describing the current status of the business improvement district, including expenditures and revenues. The report shall include an independent certified audit of the implementation of the operating plan obtained by the municipality. The municipality shall obtain an additional independent certified audit upon termination of the business improvement district.

(d) Either the board or the municipality, as specified in the operating plan as adopted, or amended and approved under this section, has all powers necessary or convenient to implement the operating plan, including the power to contract.

(4) All special assessments received from a business improvement district and all other appropriations by the municipality or other moneys received for the benefit of the business improvement district shall be placed in a segregated account in the municipal treasury. No disbursements from the account may be made except to reimburse the municipality for appropriations other than special assessments, to pay the costs of audits required under [sub. \(3\) \(c\)](#) or on order of the board for the purpose of implementing the operating plan. On termination of the business improvement district by the municipality, all moneys collected by special assessment remaining in the account shall be disbursed to the owners of specially assessed property in the business improvement district, in the same proportion as the last collected special assessment.

(4m) A municipality shall terminate a business improvement district if the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, file a petition with the planning commission requesting termination of the business improvement district, subject to all of the following conditions:

(a) A petition may not be filed under this subsection earlier than one year after the date the municipality first adopts the operating plan for the business improvement district.

(b) On and after the date a petition is filed under this subsection, neither the board nor the municipality may enter into any new obligations by contract or otherwise to implement the operating plan until the expiration of 30 days after the date of hearing under [par. \(c\)](#) and unless the business improvement district is not terminated under [par. \(e\)](#).

(c) Within 30 days after the filing of a petition under this subsection, the planning commission shall hold a public hearing on the proposed termination. Notice of the hearing shall be published as a class 2 notice under [ch. 985](#). Before publication, a copy of the notice together with a copy of the operating plan and a copy of a detail map showing the boundaries of the business improvement district shall be sent by certified mail to all owners of real property within the business improvement district. The notice shall state the boundaries of the business improvement district and shall indicate that copies of the operating plan are available from the planning commission on request.

(d) Within 30 days after the date of hearing under [par. \(c\)](#), every owner of property assessed under the operating plan may send written notice to the planning commission indicating, if the owner signed a petition under this subsection, that the owner retracts the owner's request to terminate the business improvement district, or, if the owner did not sign the petition, that the owner requests termination of the business improvement district.

(e) If after the expiration of 30 days after the date of hearing under [par. \(c\)](#), by petition under this subsection or subsequent notification under [par. \(d\)](#), and after subtracting any retractions under [par. \(d\)](#), the owners of property assessed under the operating plan having a valuation equal to more than 50% of the valuation of all property assessed under the operating plan, using the method of valuation specified in the operating plan, or the owners of property assessed under the operating plan having an assessed valuation equal to more than 50% of the assessed valuation of all property assessed under the operating plan, have requested the termination of the business improvement district, the municipality shall terminate the business improvement district on the date that the obligation with the latest completion date entered into to implement the operating plan expires.

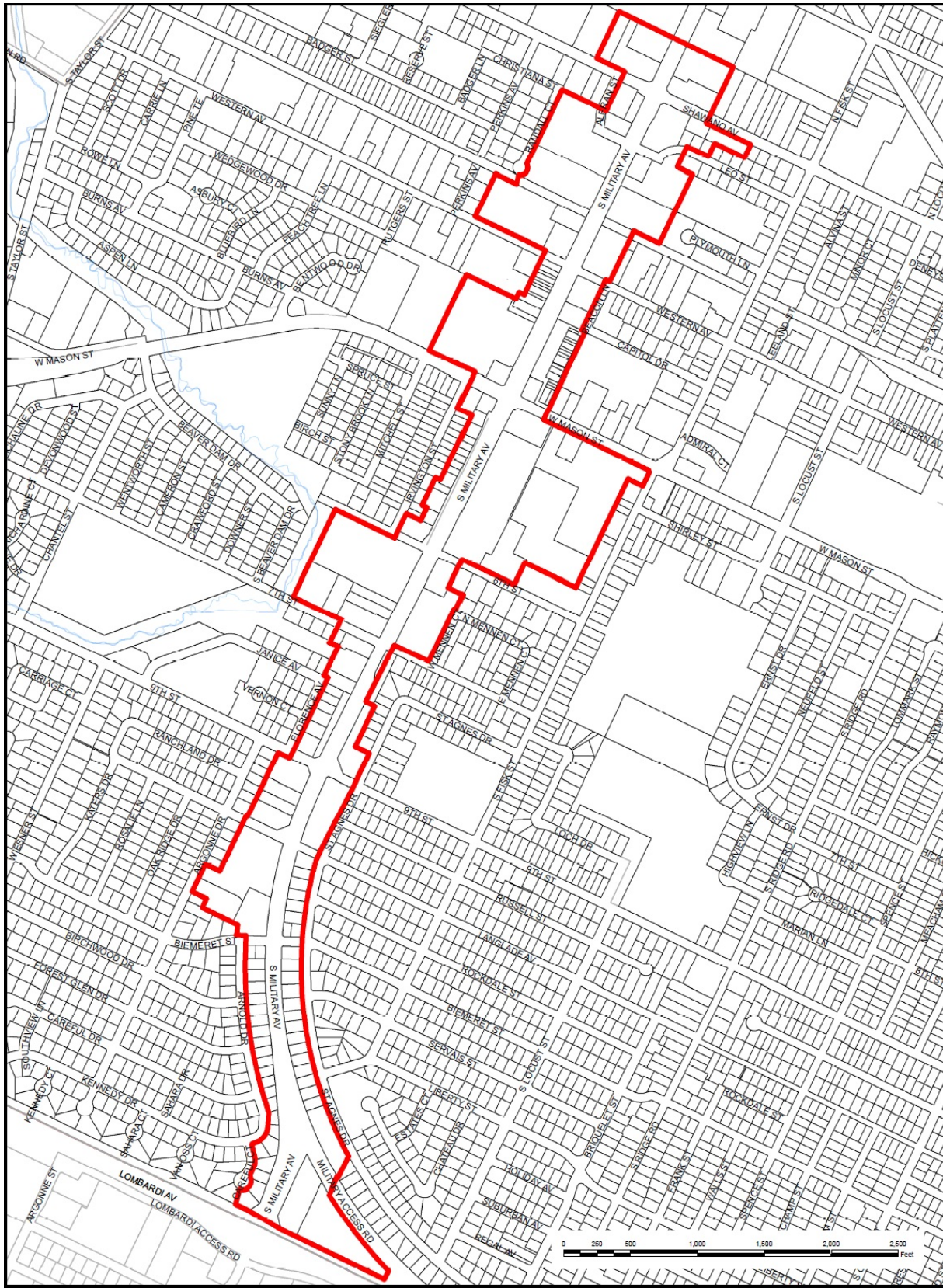
(5)

(a) Real property used exclusively for residential purposes and real property that is exempted from general property taxes under [s. 70.11](#) may not be specially assessed for purposes of this section.

(b) A municipality may terminate a business improvement district at any time.

(c) This section does not limit the power of a municipality under other law to regulate the use of or specially assess real property.

History: 1983 a. [184](#); 1989 a. [56](#) s. 258; 1999 a. [150](#) s. [539](#); Stats. 1999 s. 66.1109; 2001 a. [85](#).



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. 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 Planning Department, DUL

City of Green Bay Military Ave BID Boundary

 BID Boundary





City of Green Bay Law Department
100 North Jefferson Street - Room 200
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3080
Fax 920.448.3081

November 25, 2024

Wendy Townsend, Project and Program Manager
City of Green Bay
100 North Jefferson Street, Room 608
Green Bay, WI 54301

RE: Proposed Operating Plan for Business Improvement District No. 4

Dear Ms. Townsend:

The purpose of this correspondence is to respond to your request for a legal review of the proposed 2025 Operating Plan for Business Improvement District No. 4 (hereafter "Plan"). Your request asks the City Attorney's Office to provide an opinion with respect to the Plan's compliance with the requirements of Wisconsin Statute § 66.1109(l)(f).

Our office has reviewed the Plan, a copy of which is attached hereto, and based upon such review, are of the opinion that the Plan meets the requirements of Wisconsin Statute § 66.1109(l)(f), subsections 1 through 4.

Thank you for your attention to this matter.

Sincerely,

Joanne Bungert
City Attorney

GISLink	PropertyAddress	OwnerName	Secondary Owner Name	OwnerAddress1	OwnerCityState	OwnerZip	TotalAssessed ValueLand	TotalAssessed Value Improvements	TotalAssessed Value	District	Bid Rate	Calculated Amount
6-133	1598 Western Ave	E & P Properties, Inc		3527 Euro Ln	De Pere, WI	54115	560300	1692400	2252700	BID 20	\$ 0.25	\$ 563.00
6-118	421 S Military Ave	Marshall Living Trust		1330 Crystal Cove Tr #1	Green Bay, WI	54311-5985	285700	220000	505700	BID 21	\$ 2.00	\$ 1,011.00
6-118-A-2	411 S Military Ave	Fox Communitites Credit Union		3401 E Calumet St	Appleton, WI	54915-4757	401100	1043700	1444800	BID 21	\$ 2.00	\$ 2,500.00
6-1510	1566 W Mason St	Cover Rentals, LLC		920 N Broadway	Green Bay, WI	54303	117000	100100	217100	BID 21	\$ 2.00	\$ 434.00
6-1512	1566 W Mason St	Cover Rentals, LLC		920 N Broadway	Green Bay, WI	54303	77200	85000	162200	BID 21	\$ 2.00	\$ 324.00
6-1517	521 S Military Ave	Bester Dev Co, LLP		1525 Ashley Ct	Green Bay, WI	54313-9303	190000	257900	447900	BID 21	\$ 2.00	\$ 895.00
6-1520	501 S Military Ave	Carl A. Mongin	Nanette A. Mongin	501 S Military Ave	Green Bay, WI	54303-2209	45900	78900	124800	BID 21	\$ 2.00	\$ 250.00
6-1691	1530 Leo St	Bfh Realty, LLC		1521 Shawano Ave	Green Bay, WI	54303-3205	33800	6400	40200	BID 21	\$ 2.00	\$ 250.00
6-1692	1536 Leo St	Bfh Realty, LLC		1521 Shawano Ave	Green Bay, WI	54303-3205	26700	6700	33400	BID 21	\$ 2.00	\$ 250.00
6-1693	1540 Leo St	Bfh Realty, LLC		1521 Shawano Ave	Green Bay, WI	54303-3205	28700	18900	47600	BID 21	\$ 2.00	\$ 250.00
6-1694	1541 Shawano Ave	Bfh Realty, LLC		1521 Shawano Ave	Green Bay, WI	54303-3205	96500	114200	210700	BID 21	\$ 2.00	\$ 421.00
6-1698	1521 Shawano Ave	Bfh Realty, LLC		1521 Shawano Ave	Green Bay, WI	54303-3205	171600	343800	515400	BID 21	\$ 2.00	\$ 1,030.00
6-1768	402 S Military Ave	E&D Development, LLC		402 S Military Ave	Green Bay, WI	54303-2208	81400	65900	147300	BID 21	\$ 2.00	\$ 294.00
6-235-3	1590 Shawano Ave	Owellie Investments, LLC		1600 Shawano Ave #204e	Green Bay, WI	54303-3246	811600	650300	1461900	BID 21	\$ 2.00	\$ 2,500.00
6-235-C	123 N Military Ave	Dyal Select Enterprises, LLC		123 N Military Ave	Green Bay, WI	54303-3201	497600	283500	781100	BID 21	\$ 2.00	\$ 1,562.00
6-310-1	1400 Lombardi Ave	Lombardi Center, LLC		PO Box 11237	Green Bay, WI	54307-1237	855100	6838800	7693900	BID 21	\$ 2.00	\$ 2,500.00
6-440	704 S Military Ave	Srl2, Inc		1740 Cofrin Dr Ste 2	Green Bay, WI	54302-2024	252100	185300	437400	BID 21	\$ 2.00	\$ 874.00
6-447	802 S Military Ave	A Lautenbach CFP EA Investments, LLC		1233 Cass St	Green Bay, WI	54301	57600	53300	110900	BID 21	\$ 2.00	\$ 250.00
6-448	804 S Military Ave	Henry J. Boulanger	Barbara R. Boulanger	804 S Military Ave	Green Bay, WI	54304-2114	57100	24700	81800	BID 21	\$ 2.00	\$ 250.00
6-449	806 S Military Ave	Plemb Properties, LLC		806 S Military Ave	Green Bay, WI	54304	56600	88300	144900	BID 21	\$ 2.00	\$ 289.00
6-452	822 S Military Ave	Gbwisc, LLC		PO Box 1714	Green Bay, WI	54305	55200	40200	95400	BID 21	\$ 2.00	\$ 250.00
6-134	1560 Western Ave	Aldi, Inc		PO Box 460049dept501	Houston, TX	77056	635200	1206800	1842000	BID 22	\$ 2.25	\$ 2,500.00
6-134-C	320 S Military Ave	E & P Properties, Inc		3527 Euro Ln	De Pere, WI	54115	392800	859500	1252300	BID 22	\$ 2.25	\$ 2,500.00
6-134-C-1	S Military Ave	E & P Properties, Inc		3527 Euro Ln	De Pere, WI	54115	179400	40800	220200	BID 22	\$ 2.25	\$ 495.00
6-149	1616 W Mason St	Neufeld Enterprises II, LLC		320 S Military Ave	Green Bay, WI	54303	1504500	3091900	4596400	BID 22	\$ 2.25	\$ 2,500.00
6-149-1	612 S Military Ave	Oasis Estate, LLC		2161 Trellis Dr	DePere, WI	54115	343300	338000	681300	BID 22	\$ 2.25	\$ 1,532.00
6-149-3	506 S Military Ave	Hai Qing Liu and Bi Yun Wu Revocable Trust Dated June 2		920 Rasmussen Pl	Green Bay, WI	54304	112500	135300	247800	BID 22	\$ 2.25	\$ 557.00
6-149-5	1616 W Mason St	Coffee Holdings, LLC		503 S Front St	Mankato, MN	56001	121100	148000	269100	BID 22	\$ 2.25	\$ 605.00
6-149-B	615 S Military Ave	615 South Military Avenue, LLC		691 S Green Bay Rd #208	Neenah, WI	54956-3153	298300	597400	895700	BID 22	\$ 2.25	\$ 2,015.00
6-1513	609 S Military Ave	Besson Properties, LLC		2091 Lost Dauphin Rd	De Pere, WI	54115	36500	69700	106200	BID 22	\$ 2.25	\$ 250.00
6-1514	607 S Military Ave	So Seng Ju	Sun Hee Ju	1435 Skylark Ln	Green Bay, WI	54313-6174	41500	70100	111600	BID 22	\$ 2.25	\$ 251.00
6-1515	605 S Military Ave	Voss Buildings, LLC		605 S Military Ave	Green Bay, WI	54303	41900	71400	113300	BID 22	\$ 2.25	\$ 254.00
6-1515-A	603 S Military Ave	G & A Larsen Properties, LLC		1248 Bayport Ter	Green Bay, WI	54313	120300	191300	311600	BID 22	\$ 2.25	\$ 701.00
6-1516	599 S Military Ave	G & A Larsen Properties, LLC		1248 Bayport Ter	Green Bay, WI	54313	116400	173700	290100	BID 22	\$ 2.25	\$ 652.00
6-1516-A	525 S Military Ave	Bryan C. Boettcher	Mary Beth Boettcher	525 S Military Ave	Green Bay, WI	54303-2209	89800	163700	253500	BID 22	\$ 2.25	\$ 570.00
6-1517-A	517 S Military Ave	Hien T. Nguyen		3470 Golf Dr	Green Bay, WI	54311	61000	87700	148700	BID 22	\$ 2.25	\$ 334.00
6-1517-B	519 S Military Ave	La Carreta Green Bay, LLC		1657 Main St	Green Bay, WI	54302	60700	86000	146700	BID 22	\$ 2.25	\$ 330.00
6-1518	515 S Military Ave	515 Military, LLC		103 John St	Oconto Falls, WI	54154	47900	70000	117900	BID 22	\$ 2.25	\$ 265.00
6-1518-A	513 S Military Ave	Bao Qin He & Tian-Yo Hu Revocable Living Trust		1105 Longbow Ct	Oneida, WI	54155	92800	124300	217100	BID 22	\$ 2.25	\$ 488.00
6-1519	511 S Military Ave	Besson Properties, LLC		2091 Lost Dauphin Rd	De Pere, WI	54115	49900	72600	122500	BID 22	\$ 2.25	\$ 275.00
6-1519-A	509 S Military Ave	Priscilla Milson		414 Jefferson St	Green Bay, WI	54301	49600	71500	121100	BID 22	\$ 2.25	\$ 272.00
6-1520-A	505 S Military Ave	K-Jaw Properties, LLC		505 S Military Rd	Green Bay, WI	54303	114000	153000	267000	BID 22	\$ 2.25	\$ 600.00
6-1521	501 S Military Ave	Beacon Center Assoc		PO Box 28014	Green Bay, WI	54324-0014	100	0	100	BID 22	\$ 2.25	\$ -
6-169	713 S Military Ave	Aam Green Bay Plaza, LLC		610 Newport Centr Dr 290	Newport Beach, CA	92660	2934900	11042000	13976900	BID 22	\$ 2.25	\$ 2,500.00
6-170-C	1529 W Mason St	Etd Development, LLC		111 W 39th	Vancouver, WA	98660	269800	322200	592000	BID 22	\$ 2.25	\$ 1,332.00
6-1714	201 S Military Ave	Bl Branch Group II, LLC		120 E Washington St Ste 201	Syracuse, NY	13202	658400	1124800	1783200	BID 22	\$ 2.25	\$ 2,500.00
6-171-C	1561 W Mason St	Scp 2006 C23 112, LLC		One Cvs Dr	Woonsocket, RI	02895-6146	759200	1048100	1807300	BID 22	\$ 2.25	\$ 2,500.00
6-1767	1212 S Military Ave	Vanderleest, Inc		1625 Vernon Ct	Green Bay, WI	54304	652200	645800	1298000	BID 22	\$ 2.25	\$ 2,500.00
6-1769	404 S Military Ave	G & A Larsen Properties, LLC		1248 Bayport Ter	Green Bay, WI	54313	67600	104000	171600	BID 22	\$ 2.25	\$ 386.00
6-1770	406 S Military Ave	Rnj, LLC		1324 Portside Ln	Green Bay, WI	54313	38100	59700	97800	BID 22	\$ 2.25	\$ 250.00
6-1771	408 S Military Ave	Denis J. Toonen	Toni M. Toonen	1324 Portside Ln	Green Bay, WI	54313	67600	104100	171700	BID 22	\$ 2.25	\$ 386.00
6-1772	410 S Military Ave	Jj 875 Property, LLC		2754 Chaska Ct	Green Bay, WI	54313	38100	76300	114400	BID 22	\$ 2.25	\$ 257.00
6-1773	412 S Military Ave	Jj 875 Property, LLC		2754 Chaska Ct	Green Bay, WI	54313	38100	63000	101100	BID 22	\$ 2.25	\$ 250.00
6-1774	414 S Military Ave	Jj 875 Property, LLC		2754 Chaska Ct	Green Bay, WI	54313	38100	60800	98900	BID 22	\$ 2.25	\$ 250.00
6-1775	416 S Military Ave	Woon S. Chan	Cindy M. Chan	2445 Van Lake Ct	Green Bay, WI	54311-6200	86600	123600	210200	BID 22	\$ 2.25	\$ 472.00
6-1776	420 S Military Ave	Woon S. Chan	Cindy M. Chan	2445 Van Lake Ct	Green Bay, WI	54311-6200	38100	70300	108400	BID 22	\$ 2.25	\$ 250.00
6-1778	426 S Military Ave	Aaa3, LLC		426 S Military Ave	Green Bay, WI	54303	132300	210800	343100	BID 22	\$ 2.25	\$ 771.00
6-1779	500 S Military Ave	Tmc Properties, LLC		1219 S Military Ave	Green Bay, WI	54304	150700	228700	379400	BID 22	\$ 2.25	\$ 853.00
6-199-5	1203 S Military Ave	TMC Properties, LLC		5332 Dickinson Rd	DePere, WI	54115	295500	422700	718200	BID 22	\$ 2.25	\$ 1,615.00
6-207	1559 Ninth St	DSF Holdings, Inc		1881 Sylvan Dr	Green Bay, WI	54313	362800	1088100	1450900	BID 22	\$ 2.25	\$ 2,500.00
6-209-B	1308 S Military Ave	RSD Enterprises, LLC		7833 W Hawthorne Rd	Mequon, WI	53097-2009	239200	384000	623200	BID 22	\$ 2.25	\$ 1,402.00
6-209-C	1320 S Military Ave	Triton Automotive, LLC		1541 Burgundy Pkwy	Streamwood, IL	60107	144100	168200	312300	BID 22	\$ 2.25	\$ 702.00
6-209-D	1330 S Military Ave	Golrusk Real Estate, LLC		1991 Allouez Ave	Green Bay, WI	54311	121300	201000	322300	BID 22	\$ 2.25	\$ 725.00
6-209-E	1350 S Military Ave	Cb 1350, LLC		PO Box 13223	Green Bay, WI	54307	200800	379900	580700	BID 22	\$ 2.25	\$ 1,306.00
6-235-1	1606 Shawano Ave	Bo Enterprises, LLC		2271 Hutson Rd Ste A	Green Bay, WI	54303	361500	228900	590400	BID 22	\$ 2.25	\$ 1,328.00
6-235-2	100 N Military Ave	Kartika Kuppalli	Krutika Kuppalli	5901B Peachtree Dunwoody Rd N	Sandy Springs, GA	30312	711200	324100	1035300	BID 22	\$ 2.25	\$ 2,329.00
6-235-B	116 N Military Ave	BSPT Walgreens Portfolio 18, LLC		1345 Avenue of the Americas, S	New York, NY	10105	667200	1667200	2334400	BID 22	\$ 2.25	\$ 2,500.00
6-251-B	124 S Military Ave	Qmh Holdings, LLC		2184 Trailside Ln	De Pere, WI	54115	230900	381800	612700	BID 22	\$ 2.25	\$ 1,378.00

6-251-C	1587 Shawano Ave	Mcdonalds Real Estate Company		1728 Industrial Dr	Green Bay, WI	54302-2106	667500	824500	1492000	BID 22	\$ 2.25	\$ 2,500.00
6-251-D	101 S Military Ave	Market Baseline, LLC		511 Broadway	Denver, CO	80203	814000	668000	1482000	BID 22	\$ 2.25	\$ 2,500.00
6-266-E	216 S Military Ave	Henry Real Estate Development, LLC		PO Box 11387	Green Bay, WI	54307	1722900	985100	2708000	BID 22	\$ 2.25	\$ 2,500.00
GISLink	Property Address	Owner Name	Secondary Owner Name	OwnerAddress1	OwnerCityState	OwnerZip	TotalAssessed ValueLand	TotalAssessed ValueImprovements	TotalAssessed Value	District	Bid Rate	Calculated Amount
6-266-G	143 S Military Ave	T & K, LLC		6693 Anthony Dr	Sobieski, WI	54171	248500	166200	414700	BID 22	\$ 2.25	\$ 933.00
6-299-A	1577 Langlade Ave	Bergstrom Gw Sk, Inc, A Wisconsin Corp		One NEENAH CENTER	Neenah, WI	54956	560300	144300	704600	BID 22	\$ 2.25	\$ 1,585.00
6-299-A-1	1450 S Military Ave	Green Bay Health Holdings, LLC		27101 Puerta Real Ste340	Mission Viejo, CA	92691	283900	1236000	1519900	BID 22	\$ 2.25	\$ 2,500.00
6-319-A-3	225 S Military Ave	Neufeld Enterprises,, LLC		PO Box 11387	Green Bay, WI	54307-1387	805300	361100	1166400	BID 22	\$ 2.25	\$ 2,500.00
6-421	1593 W Mason St	Milwaukee Development, LLC		1770 Oregon Pike	Lancaster, PA	17602	237700	273600	511300	BID 22	\$ 2.25	\$ 1,150.00
6-443	712 S Military Ave	Affordable Estates, LLC		712 S Military Ave	Green Bay, WI	54313	109600	92000	201600	BID 22	\$ 2.25	\$ 453.00
6-445	728 S Military Ave	Gabera Paula Living Trust		6801 Philippe Allen Ave	Las Vegas, NV	89110-5240	116400	137600	254000	BID 22	\$ 2.25	\$ 571.00
6-450	814 S Military Ave	Sean B. Jerovetz		14430 Velp Ave	Suamico, WI	54173-8331	56200	59500	115700	BID 22	\$ 2.25	\$ 260.00
6-451	S Military Ave	Sean B. Jerovetz		14430 Velp Ave	Suamico, WI	54173-8331	55700	4900	60600	BID 22	\$ 2.25	\$ 250.00
6-454	832 S Military Ave	Tracy M. Crawford		1811 Oak Leaf Dr	Green Bay, WI	54304	109000	126100	235100	BID 22	\$ 2.25	\$ 528.00
6-455	834 S Military Ave	Harnowski Richard & Barbara L Revocable Trust		1762 Carriage Ct	Green Bay, WI	54304-2812	86100	68800	154900	BID 22	\$ 2.25	\$ 348.00
6-456	840 S Military Ave	840 S Military, LLC		N2004 Greenville Dr	Greenville, WI	54942	224900	276700	501600	BID 22	\$ 2.25	\$ 1,128.00
6-462	1555 W Mason St	Military Ave Partners, LLC		610 Newport Cntr Dr #290	Newport Beach, CA	92660	1427500	136900	1564400	BID 22	\$ 2.25	\$ 2,500.00
6-462-1	901 S Military Ave	Club Car Wash Green Bay Plaza, LLC		1591 E Prathersville Rd	Columbia, MO	65202	498100	977700	1475800	BID 22	\$ 2.25	\$ 2,500.00
6-463	900 S Military Ave	Dubois Real Estate Holdings, LLC		127 S Broadway	Green Bay, WI	54303-1513	111000	204800	315800	BID 22	\$ 2.25	\$ 710.00
6-464	904 S Military Ave	Zimmerman Holdings, LLC		904 S Military Ave	Green Bay, WI	54304-2115	296500	187600	484100	BID 22	\$ 2.25	\$ 1,089.00
6-478	1010 S Military Ave	Bergstrom Gw Ford, Inc, A Wisconsin Corp		One NEENAH CENTER	Neenah, WI	54956	1546700	6545000	8091700	BID 22	\$ 2.25	\$ 2,500.00
6-482	1109 S Military Ave	Bergstrom Gw Ford, Inc, A Wisconsin Corp		One NEENAH CENTER	Neenah, WI	54956	918600	612100	1530700	BID 22	\$ 2.25	\$ 2,500.00
6-483	1005 S Military Ave	Burger King Co, LLC		5707 Blue Lagoon Dr	Miami, FL	33126	385200	391300	776500	BID 22	\$ 2.25	\$ 1,747.00
6-505	1112 S Military Ave	Bergstrom Gw Ford, Inc, A Wisconsin Corp		One NEENAH CENTER	Neenah, WI	54956	743000	944700	1687700	BID 22	\$ 2.25	\$ 2,500.00
6-506	1626 Seventh St	Bergstrom Gw Ford, Inc, A Wisconsin Corp		One NEENAH CENTER	Neenah, WI	54956	413000	103000	516000	BID 22	\$ 2.25	\$ 1,161.00
6-506-A	1614 Seventh St	Ellis Properties, LLC		1614 Seventh St	Green Bay, WI	54304	261100	339400	600500	BID 22	\$ 2.25	\$ 1,351.00
6-510-B	1603 Seventh St	Bester Development Company, LLC		1525 Ashley Ct	Green Bay, WI	54313-9303	65000	7800	72800	BID 22	\$ 2.25	\$ 250.00
6-511	1142 S Military Ave	Bester Development Co, LLP		1525 Ashley Ct	Green Bay, WI	54313-9303	427200	376800	804000	BID 22	\$ 2.25	\$ 1,809.00
6-511-A	1158 S Military Ave	Bester Development Company, LLP		1525 Ashley Ct	Green Bay, WI	54313-9303	242800	173000	415800	BID 22	\$ 2.25	\$ 935.00
6-512	1130 S Military Ave	Bester Development Company, LLC		1525 Ashley Ct	Green Bay, WI	54313-9303	273200	368600	641800	BID 22	\$ 2.25	\$ 1,444.00
							32279500	57344200	89623700			



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.5

(ZP 24-37) Public Hearing on a request for a Conditional Use Permit to allow a single-family residence in an (OR) Office Residential district located at 129 Oak Grove Avenue, submitted by Dennis and Cindy Scherer, property owners. (Ald. C. Stevens, District 5)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.6

(ZP 24-37) Consideration with possible action on a request for a Conditional Use Permit to allow a single-family residence in an (OR) Office Residential district located at 129 Oak Grove Avenue, submitted by Dennis and Cindy Scherer, property owners. (Ald. C. Stevens, District 5)

BACKGROUND

Primary Address: 129 Oak Grove Avenue

Aldersperson/District: Ald. C. Stevens, District 5

Reason for Request: To allow the existing single-family residential home within an Office Residential (OR) district to be a conforming permitted use. A conditional use permit is required for single-family residences within the OR district.

Zoning and Land Use:

Subject Parcel: Subject property is currently zoned General Commercial (C-1) but is subject to a zone change request to the Office Residential (OR) District, which is pending Council's approval on December 3rd. The property is developed with a single-family home.

North: General Commercial (C-1) | Personal Service-Automobile Repair

South: General Commercial (C-1)* | Single Family Residences

East: General Commercial (C-1) | Personal Service-Hair Salon

West: General Commercial (C-1)* | Single Family Residence

* Pending Zone Change to Office Residential (OR)

Comprehensive Plan: The 2022 Smart Growth Plan designates this area for commercial use.

Analysis: The parcel at 129 Oak Grove Avenue is a 9,000 square foot lot located approximately 60 feet south of the Deckner-Main-Oak Grove intersection. The parcel contains a 900 square foot single-story residence constructed in 1926 and detached garage.

The petitioners are intending to sell their property but face the issue that certain lenders are unwilling to finance the sale of the property because the use of the property is legal nonconforming in the General Commercial District (CI).

On November 4, 2024, the City of Green Bay Plan Commission recommended approval of a request filed jointly by the City and the property owners to rezone this and other properties in the area from the General Commercial (CI) District to the Office Residential (OR) District. The zone change request had its first reading before the Common Council on November 12, 2024 and is anticipated to be approved on December 3, 2024. The pending zone change provides the ability for this request for a Conditional Use Permit for single-family use in the OR District, making the existing home use legal conforming.

Ald. Stevens and property owners within 200 feet of the parcel were notified of the request for action. Staff have not received inquiries about the action as of the drafting of this report.

RECOMMENDATION

Approval of the request, subject to the following conditions:

1. The Zoning designation of the property is changed to the Office Residential (OR) District as part of Zoning Petition 24-35 / Zoning Ordinance 25-24.
2. Compliance with all other regulations of the Green Bay Municipal Code.

FISCAL IMPACT

ATTACHMENTS

1. ZP 24-37 Application
2. ZP 24-37 Location Map



REQUEST FOR CITY ACTION PLAN COMMISSION

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

Location of Property: 129 Oak Grove Ave

Parcel Number(s): 21-2384

Petitioner(s): Dennis & Cindy Scherer

Date: 10/4/24

Email: dennis@vs.machine.com

Phone Number: (920) 680-6654

Address: 5877 Airport Drive

City: Pulaski State: WI Zip: 54162

Property Owner: Dennis & Cindy Scherer Phone Number: _____

Submit this Request Form and all required attachments to the Community and Economic Development Department, Room 608, City Hall

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

I, Dennis & Cindy Scherer, respectfully request that the City of Green Bay take the following action:

- ☒ Rezone Property (\$375.00 Review Fee)
- ☒ Conditional Use and CUP Amendment, including Single Lot Duplexes (\$375.00 Review Fee)
- ☐ PUD and PUD Amendments (\$425.00 Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 + \$35.00 per Lot/Outlot Review Fee)
- ☐ Approve Preliminary Condominium Plat (\$250.00 + \$35.00 per Lot/Outlot/Lot Equivalent Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Certified Survey Map (\$250.00 Review Fee)
- ☐ Approve Final City/Extraterritorial Subdivision Plat (\$150.00 Review Fee)
- ☐ Approve Final Condominium Plat (\$150.00 Review Fee)
- ☐ Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee)
- ☐ 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 (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Closure of Street/Alley/Pedestrian Way (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Comprehensive Plan Amendments (\$275.00 Review Fee)
- ☐ Other (\$200.00 Administration Fee): _____

Owner Signature: Dennis Scherer

Date: 10/4/24

Petitioner Signature(s): Dennis Scherer

Cindy Scherer

Checklist of required attachments:

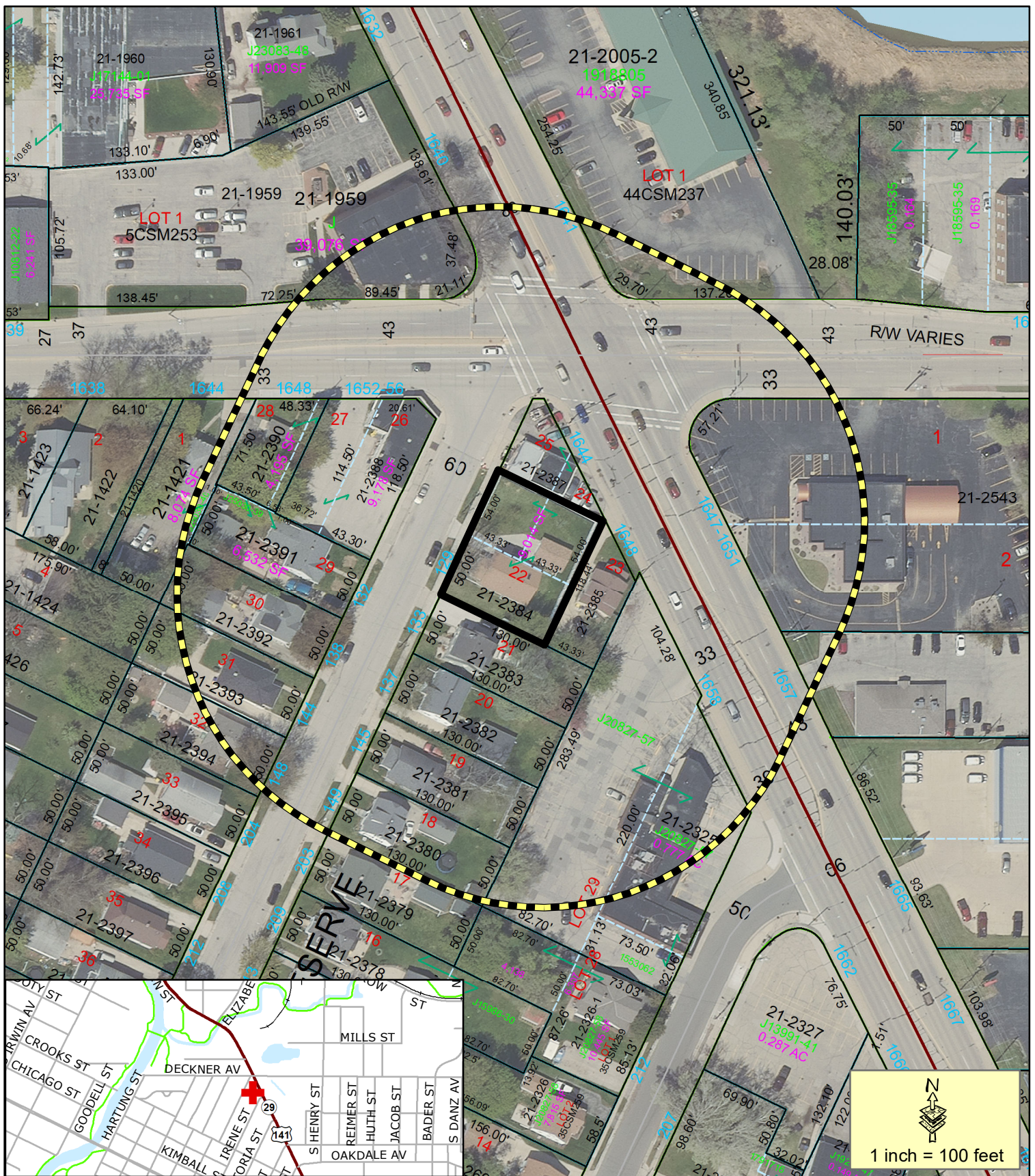
- Map
- Legal Description
- Applicant Narrative Describing Project
- All Other Pertinent Information

For office use only:

Review Fee: _____

Receipt No.: _____

Zoning Petition No.: _____



- Proposed CUP
- 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 DB

Zoning Petition (ZP 24-37)

Proposed Conditional Use Permit (CUP) at 129 Oak Grove Ave





Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

AGENDA ITEM # E.7

(ZP 24-44) Public Hearing on a request for a Conditional Use Permit to allow a covered front porch within the front yard setback located at 823 Neufeld Street, submitted by Karstin Van Stechelman, property owner. (Ald. C. Wery, District 8)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Stephanie Hummel, Staff

AGENDA ITEM # E.8

(ZP 24-44) Consideration with possible action on a request for a Conditional Use Permit to allow a covered front porch within the front yard setback located at 823 Neufeld Street, submitted by Karstin Van Stechelman, property owner. (Ald. C. Wery, District 8)

BACKGROUND

Primary Address: 823 Neufeld Street

Aldersperson /District: Alder. Wery, District 8

Reason for Request: The proposed CUP would allow for a covered porch to extend 3 feet into the front yard setback.

Surrounding Zoning and Land Uses:

Subject: Low Density Residential (R1) | Single-Family Residential

North: Low Density Residential (R1) | Single-Family Residential

South: Low Density Residential (R1) | Single- and Two-Family Residential

East: Low Density Residential (R1) | Single-Family Residential

West: Low Density Residential (R1) | Single-Family Residential

Surrounding Zoning and Land Uses: The 2022 Smart Growth Green Bay Comprehensive Plan currently recommends Low Density Residential. A single-family home is on the property, which is compatible with the Comprehensive Plan.

Report: 823 Neufeld Street is a 6,490 square foot lot on the City's west side, near Colburn Park. The owner/applicant is looking to build an attached porch on the front of this property that would span the length of the existing front "bump-out". It will be 18' in length and 5' in width. An overhang will also cover this area. A rendering and site plan of this proposal is attached.

Based on lot averaging of the block, the front yard setback for this parcel is 23 feet. The existing home is currently setback 25 feet at the "bump-out" and 30 feet for the rest of the building. Front yard setbacks in this neighborhood are consistent and do not vary much. With the addition of the covered porch, the front yard setback would be 20 feet, putting the porch 3 feet into the front yard setback.

Article VI: Residential Districts, Division I: General Provisions, Section 44-554, Table 44-2 notes that "covered porches are permitted in the front setback compliant with the conditional use permit requirements found in Section 44-83."

Section 44-83(e) of the Zoning Ordinance establishes seven standards for the Plan Commission to consider when reviewing a CUP:

1. The establishment, maintenance, or operation of the conditional use will not be detrimental to or endanger the public health, safety, or general welfare.
2. 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.
3. 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.
4. Adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
5. Adequate measures have been or will be taken to provide ingress and egress and so designed as to minimize traffic congestion.
6. Adequate parking facilities as specified in Article XVIII of this chapter.
7. 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.

Staff believes the extension of the covered front porch an additional 3 feet into the front yard setback is acceptable and meets the standards for CUP approval.

RECOMMENDATION

Approval of the request, subject to compliance with all other regulations of the Green Bay Municipal Code.

FISCAL IMPACT

ATTACHMENTS

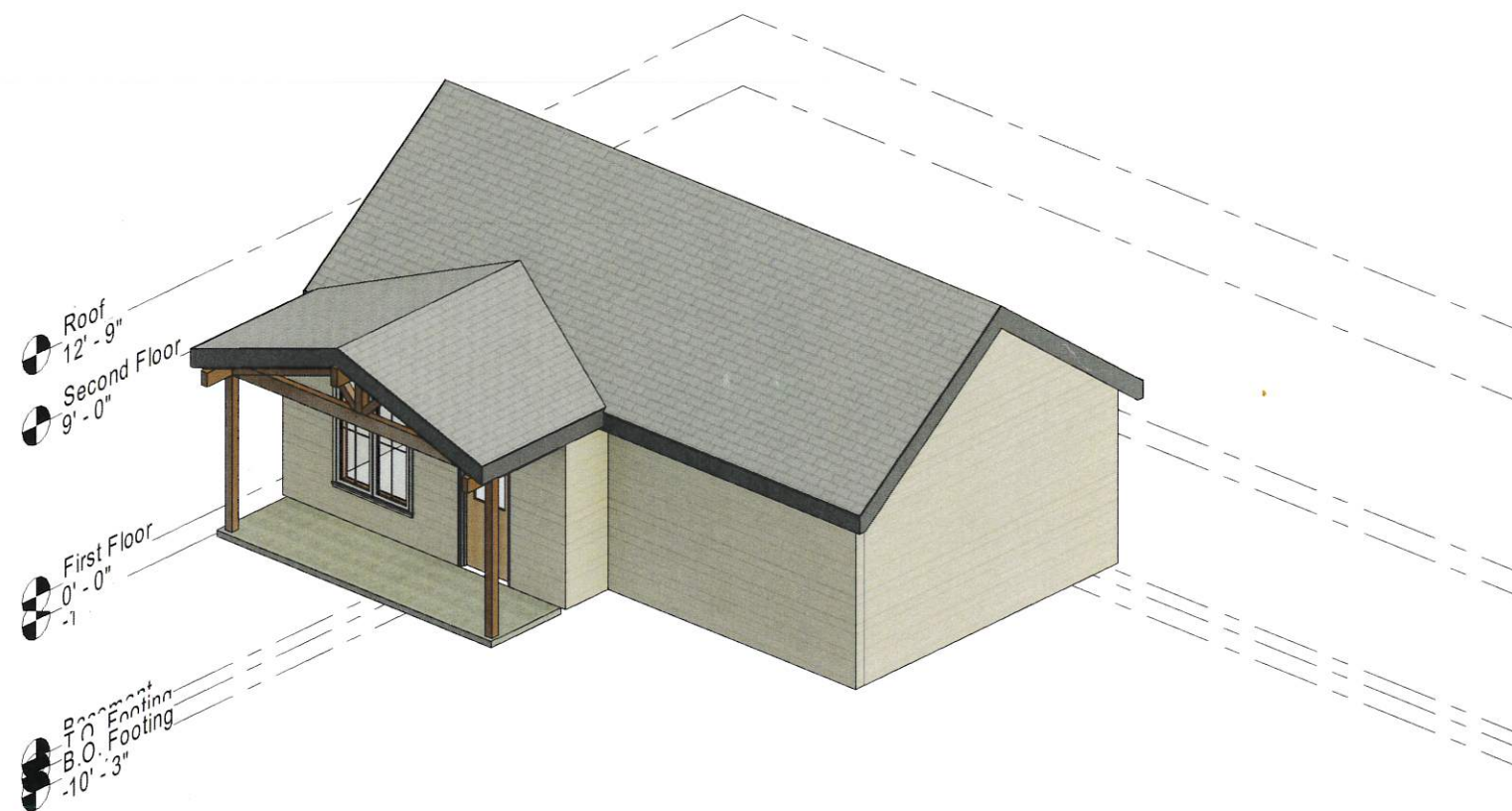
1. ZP 24-44 Map
2. ZP 24-44 Street View
3. ZP 24-44 Covered Porch Concepts
4. ZP 24-44 Narrative
5. ZP 24-44 Application



 823 Nuefeld Street

 200' Notification Area





1 {3D}



www.autodesk.com/revit

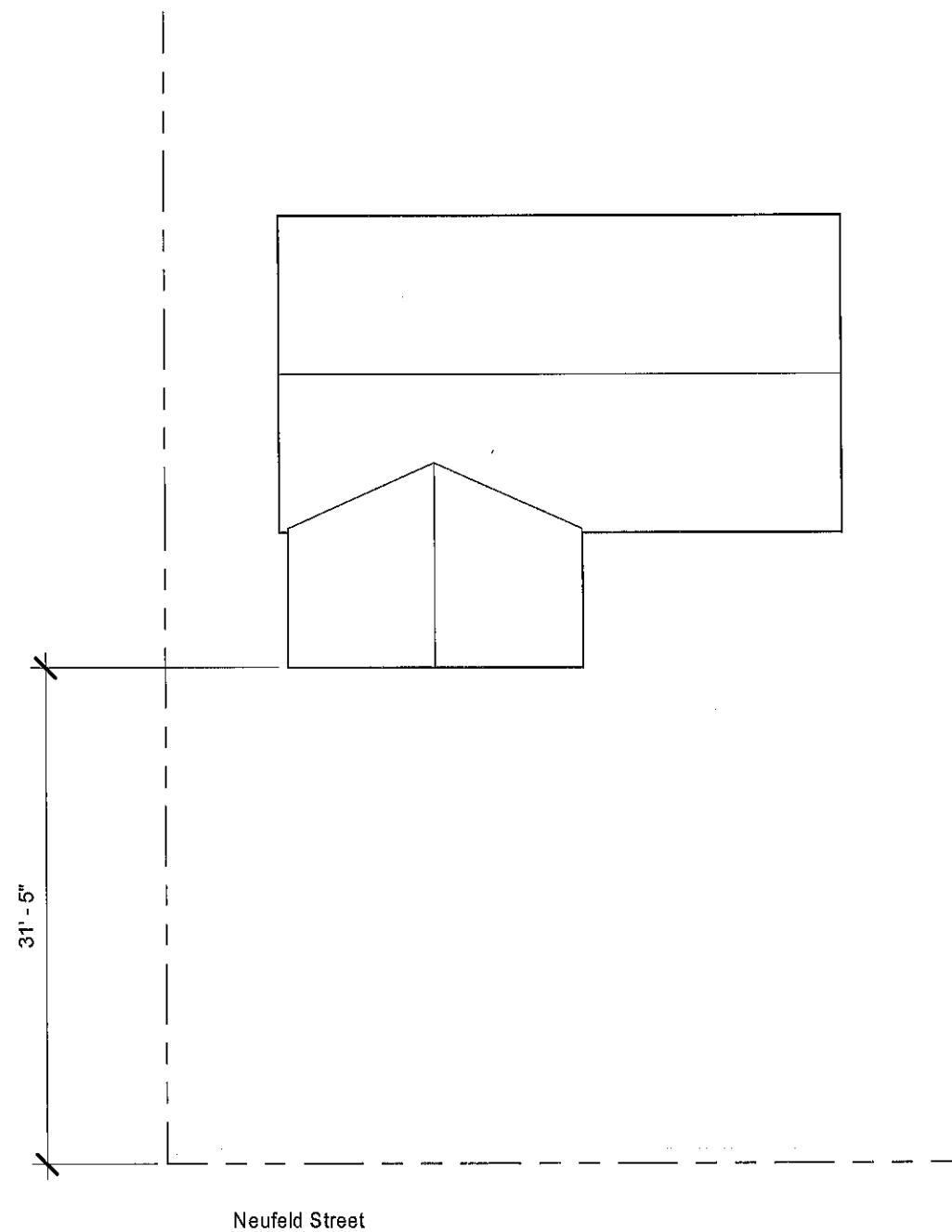
Karstin VanStechelman
Front Porch Addition

No.	Description	Date

3D View

Project number	Project Number	E3
Date	Issue Date	
Drawn by	Author	
Checked by	Checker	
Scale		

10/30/2024 8:56:26 AM



① Site Plan
1" = 10'-0"



www.autodesk.com/revit

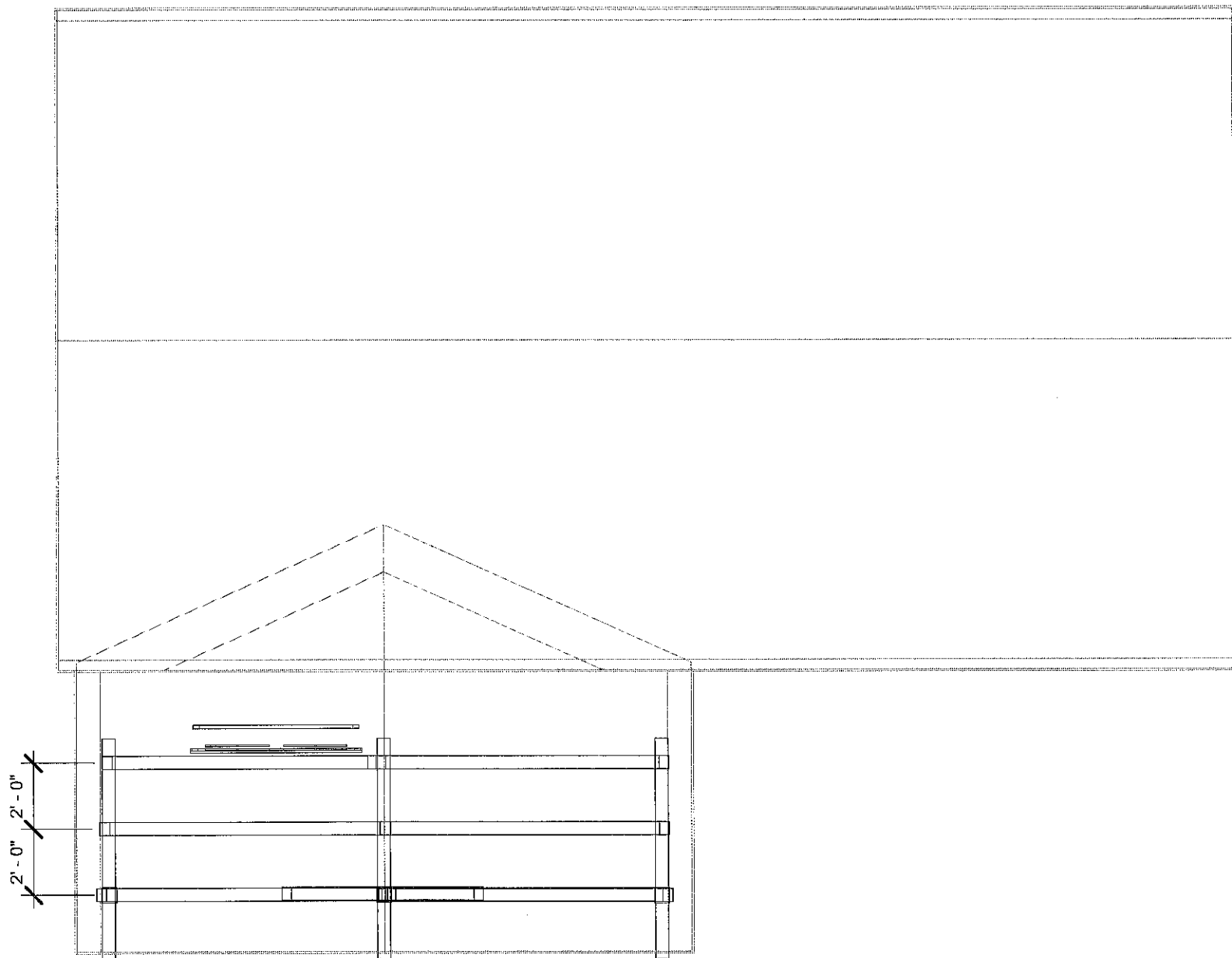
Karstin VanStechelman
Front Porch Addition

No.	Description	Date

Roadway Setback

Project number	Project Number	E6
Date	Issue Date	
Drawn by	Author	
Checked by	Checker	
Scale 1" = 10'-0"		

10/30/2024 11:29:49 AM



1 Roof Framing
1/4" = 1'-0"



www.autodesk.com/revit

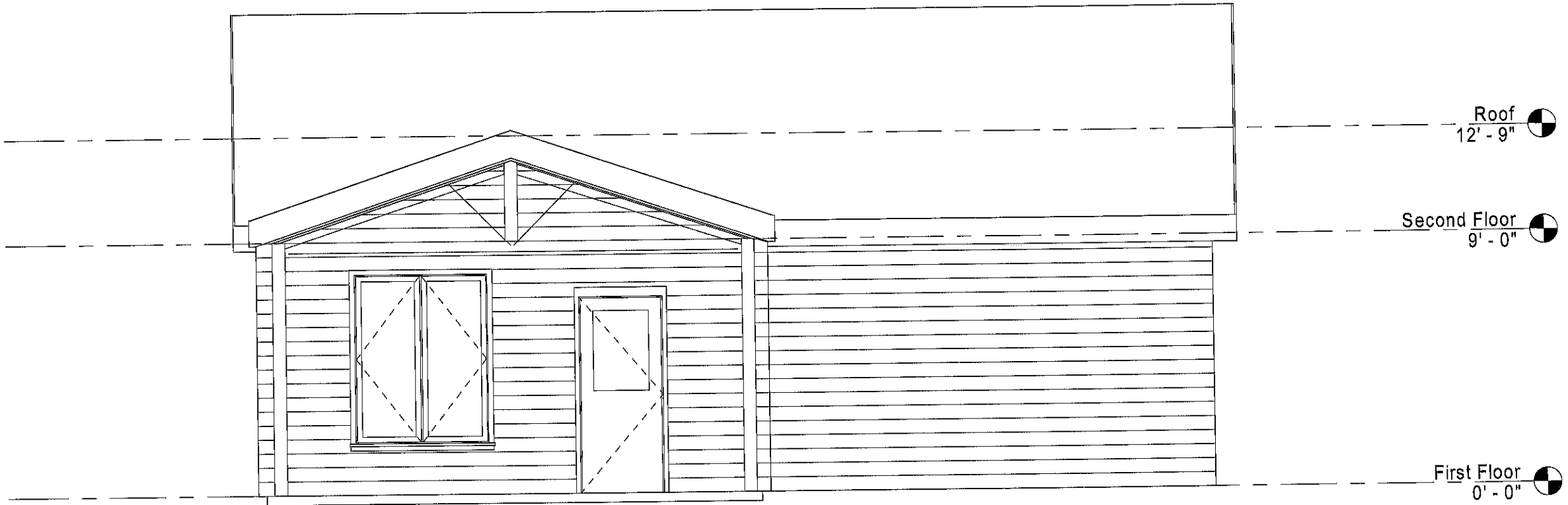
Karstin VanStechelman
Front Porch Addition

No.	Description	Date

Roof Framing

Project number	Project Number	E4
Date	Issue Date	
Drawn by	Author	
Checked by	Checker	Scale 1/4" = 1'-0"

10/30/2024 8:54:12 AM



① South
1/4" = 1'-0"



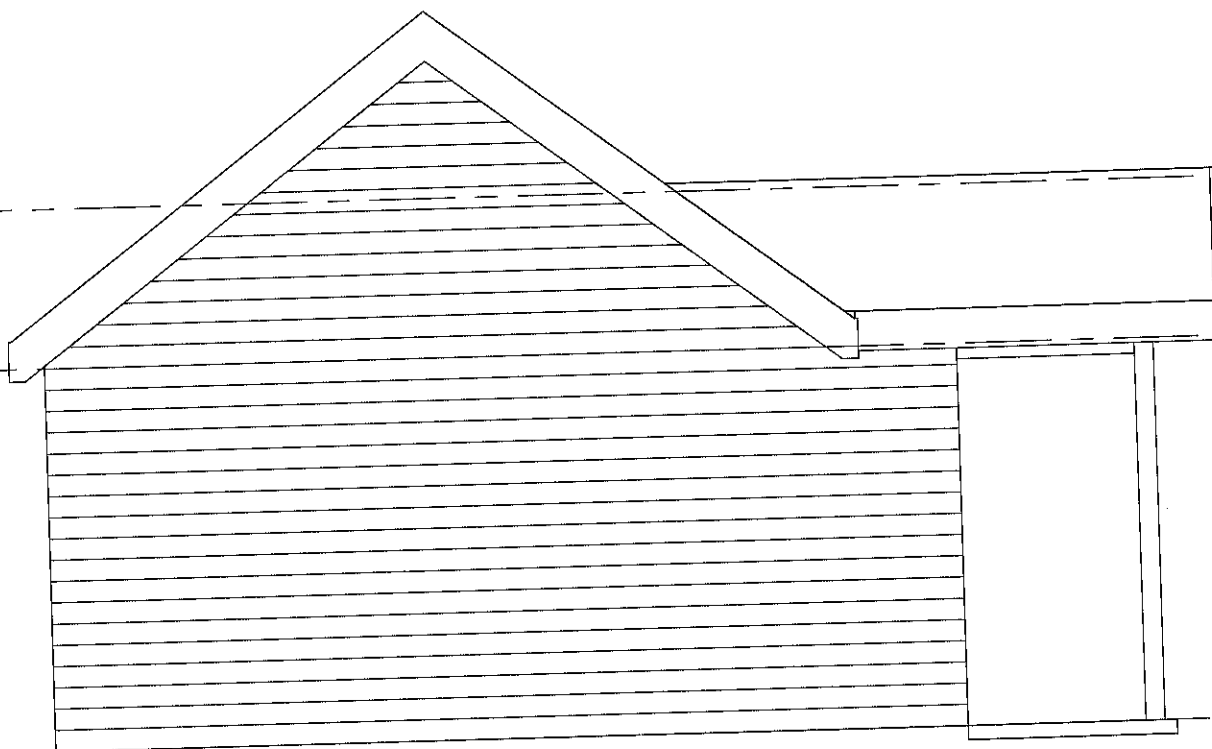
www.autodesk.com/revit

Karstin VanStechelman
Front Porch Addition

No.	Description	Date

Front Elevation (Neufeld Street)		
Project number	Project Number	E7
Date	Issue Date	
Drawn by	Author	Scale 1/4" = 1'-0"
Checked by	Checker	

10/30/2024 9:52:50 AM



Roof
12' - 9"

Second Floor
9' - 0"

First Floor
0' - 0"

Foundation
-8' - 6"

T.O. Footing
-9' - 3"

B.O. Footing
-10' - 3"

① West
1/4" = 1'-0"



www.autodesk.com/revit

Karstin VanStechelman
Front Porch Addition

No.	Description	Date

West Elevation

Project number	Project Number	E5
Date	Issue Date	
Drawn by	Author	Scale 1/4" = 1'-0"
Checked by	Checker	

10/30/2024 9:46:03 AM

823 Neufeld St. Narrative

Looking to build an attached Porch to house which span the length of front House bump out. Total length is 18' and width 5 ft. There will be an overhang open beam roof over Porch which will match existing roof line. Beams will be 6" x 6" ASH Lumber. Roof Materials will match new roof being installed. Front Porch will be built with composite decking material to match the ASH beams. Looking to do a natural stain color for beams with black trim. Also to note there will be a step running the width of Porch.



REQUEST FOR CITY ACTION PLAN COMMISSION

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

Location of Property: 823 NEUFELD ST GB, WI 54304
Parcel Number(s): 6-160-1
Petitioner(s): KARSTIN VANSTECHELMAN Date: 10/30/24
Email: KARSTIN.VANSTECHELMAN@gmail.com Phone Number: (920) 461 2389
Address: 823 NEUFELD ST City: GB State: WI Zip: 54304
Property Owner: KARSTIN VANSTECHELMAN Phone Number: (920) 461 2389

Submit this Request Form and all required attachments to the Community and Economic Development Department, Room 608, City Hall

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

I, KARSTIN VANSTECHELMAN, respectfully request that the City of Green Bay take the following action:

- ☐ Rezone Property (\$375.00 Review Fee)
- ☒ Conditional Use and CUP Amendment, including Single Lot Duplexes (\$375.00 Review Fee)
- ☐ PUD and PUD Amendments (\$425.00 Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 + \$35.00 per Lot/Outlot Review Fee)
- ☐ Approve Preliminary Condominium Plat (\$250.00 + \$35.00 per Lot/Outlot/Lot Equivalent Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Certified Survey Map (\$250.00 Review Fee)
- ☐ Approve Final City/Extraterritorial Subdivision Plat (\$150.00 Review Fee)
- ☐ Approve Final Condominium Plat (\$150.00 Review Fee)
- ☐ Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee)
- ☐ 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 (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Closure of Street/Alley/Pedestrian Way (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Comprehensive Plan Amendments (\$275.00 Review Fee)
- ☐ Other (\$200.00 Administration Fee): _____

Owner Signature: [Signature] Date: 10/30/24

Petitioner Signature(s): [Signature] 10/30/24

Checklist of required attachments:

- Map
- Legal Description
- Applicant Narrative Describing Project
- All Other Pertinent Information

For office use only:

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



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.9

(ZP 24-42) Public hearing on a request to rezone Parcel 21-1336-2 located on the 1600 Block of Amy Street from Low-Density Residential (R1) to Medium-Density Residential (R2), submitted by Dalton Ruesch, JJP Acquisitions LLC, property owner. (Ald. B Galvin, District 4)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

David Buck, Staff

AGENDA ITEM # E.10

(ZP 24-42) Consideration with possible action on a request to rezone Parcel 21-1336-2 located on the 1600 Block of Amy Street from Low-Density Residential (R1) to Medium-Density Residential (R2), submitted by Dalton Ruesch, JJP Acquisitions LLC, property owner. (Ald. B Galvin, District 4)

BACKGROUND

Primary Addresses: 1600 Block of Amy Street / Parcel 21-1336-2

Aldersperson/District: Ald. B. Galvin, District 4

Reason for Request: The proposed request for rezoning will allow the property to be subdivided and developed with two-family uses as permitted uses.

Surrounding Zoning and Land Uses:

Subject: Low-Density Residential (R1) | Undeveloped

North: Light Industrial (LI) | Media Company, Cell Tower & Miscellaneous Commercial

South: Low-Density Residential (R1) | Single- & Two-Family Homes

East: Office Residential (OR) and Varied Density Residential (R-3) | Media Company, Cell Tower & Multi-Family Apartments

West: Low-Density Residential (R1) | Predominately Single-Family Homes

Comprehensive Plan: The 2022 Smart Growth Green Bay Comprehensive Plan currently recommends Medium and High-Density Residential uses for this parcel. This rezoning is consistent with this recommendation.

Report: The subject property is roughly located on along the 1600 Block of Amy Street, the eastern terminus of Edison Street and the 800 Block of Victoria Street. The “L” shaped corner lot is 3.188 acres/ 138,869 square feet in size with approximately 470 feet of frontage on Amy Street, 96 feet of frontage on Victoria Street and 60 feet of frontage on Edison Street. Edison Street dead-ends without a cul-de-sac or “turn-around” at the western property line of the subject property.

The petitioner is requesting the change in zoning district designation with the intent of dividing the existing lot into seven parcels: five along the Amy Street frontage and two at the end of Edison Street. Once divided, it is the intent to construct seven two-family semi-detached buildings (aka side-by-side duplexes). The petitioner has indicated that they own many properties within the region and that this proposal will enhance the neighborhood with new housing stock, provide additional housing options and maintain a cohesive community aesthetic to what is currently developed in the area.

The requested zone change is consistent with the future land use designation and their use will act as a buffer from the commercial uses to the north and east to the lower density residential character of the greater Starlite neighborhood. Low-density uses are expected to have 4-8 units per acre and medium to

high-density uses would be expected to be greater than 8 units per acre. The proposed land division and development would be less than the future land use recommendation at just over 4 units per acre. However, due to the lots geometry (depth, width and shape) higher densities would be difficult to achieve.

Ald. Galvin and neighbors within 400 feet have been notified of the meeting and signage placed on the property based on Plan Commission policy. The applicant also held a neighborhood meeting on November 18, 2024 that had approximately 14 attendees. Two inquiries were made, one of which was an objection to the two-family and rental nature of the uses. No other comments have been received by staff as of the drafting of this report.

RECOMMENDATION

Approval of the request.

FISCAL IMPACT

ATTACHMENTS

1. ZP 24-42 Application - Amy St Rezone
2. ZP 24-42 Location Map



REQUEST FOR CITY ACTION PLAN COMMISSION

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

Location of Property: Amy St. Green Bay WI

Parcel Number(s): 21-1336-2

Petitioner(s): Dalton Ruesch

Date: 10-8024

Email: daltonruesch@gmail.com

Phone Number: 715-459-3263

Address: 1241 Bellevue St

City: Green Bay

State: WI

Zip: 54312

Property Owner: JJP Acquisitions LLC

Phone Number: 920-471-6028

Submit this Request Form and all required attachments to the Community and Economic Development Department, 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:

- ☒ Rezone Property (\$375.00 Review Fee)
- ☐ Conditional Use and CUP Amendment, including Single Lot Duplexes (\$375.00 Review Fee)
- ☐ PUD and PUD Amendments (\$425.00 Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 + \$35.00 per Lot/Outlot Review Fee)
- ☐ Approve Preliminary Condominium Plat (\$250.00 + \$35.00 per Lot/Outlot/Lot Equivalent Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Certified Survey Map (\$250.00 Review Fee)
- ☐ Approve Final City/Extraterritorial Subdivision Plat (\$150.00 Review Fee)
- ☐ Approve Final Condominium Plat (\$150.00 Review Fee)
- ☐ Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee)
- ☐ 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 (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Closure of Street/Alley/Pedestrian Way (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Comprehensive Plan Amendments (\$275.00 Review Fee)
- ☐ Other (\$200.00 Administration Fee): _____

Owner Signature: _____

Date: 10/10/2024

Petitioner Signature(s): _____

Checklist of required attachments:

- Map
- Legal Description
- Applicant Narrative Describing Project
- All Other Pertinent Information

For office use only:

Review Fee: _____

Receipt No.: _____

Zoning Petition No.: _____



Part of Brown County WI

Map printed on 10/8/2024

1:1,800

1 inch = 150 feet*

1 inch = 0.0284 miles*

*original page size: 8.5"x11"

Appropriate format depends on zoom level

Parcel ownership key



Parcel Boundary



Condominium



Gap or Overlap

*"hooks" indicate parcel ownership crosses a line

Parcel line

Right of Way line

Meander line

Lines between deeds or lots

Historic Parcel Line

Vacated Right of Way

A complete key (legend) is available at:
tinyurl.com/BrownDogLegend



(920) 448-6480

www.browncountywi.gov

Project Proposal: Re-Zoning and Development Plan

Project Overview

We propose to rezone the property to R2 and divide the existing lot into seven individual parcels. Specifically, this plan includes the creation of five parcels along Amy Street and two parcels along Edison Street.

Development Plan

Upon completion of the subdivision, we intend to construct seven side by side duplexes on the newly created parcels. This development aims to enhance the neighborhood by providing additional housing options while maintaining a cohesive community aesthetic.

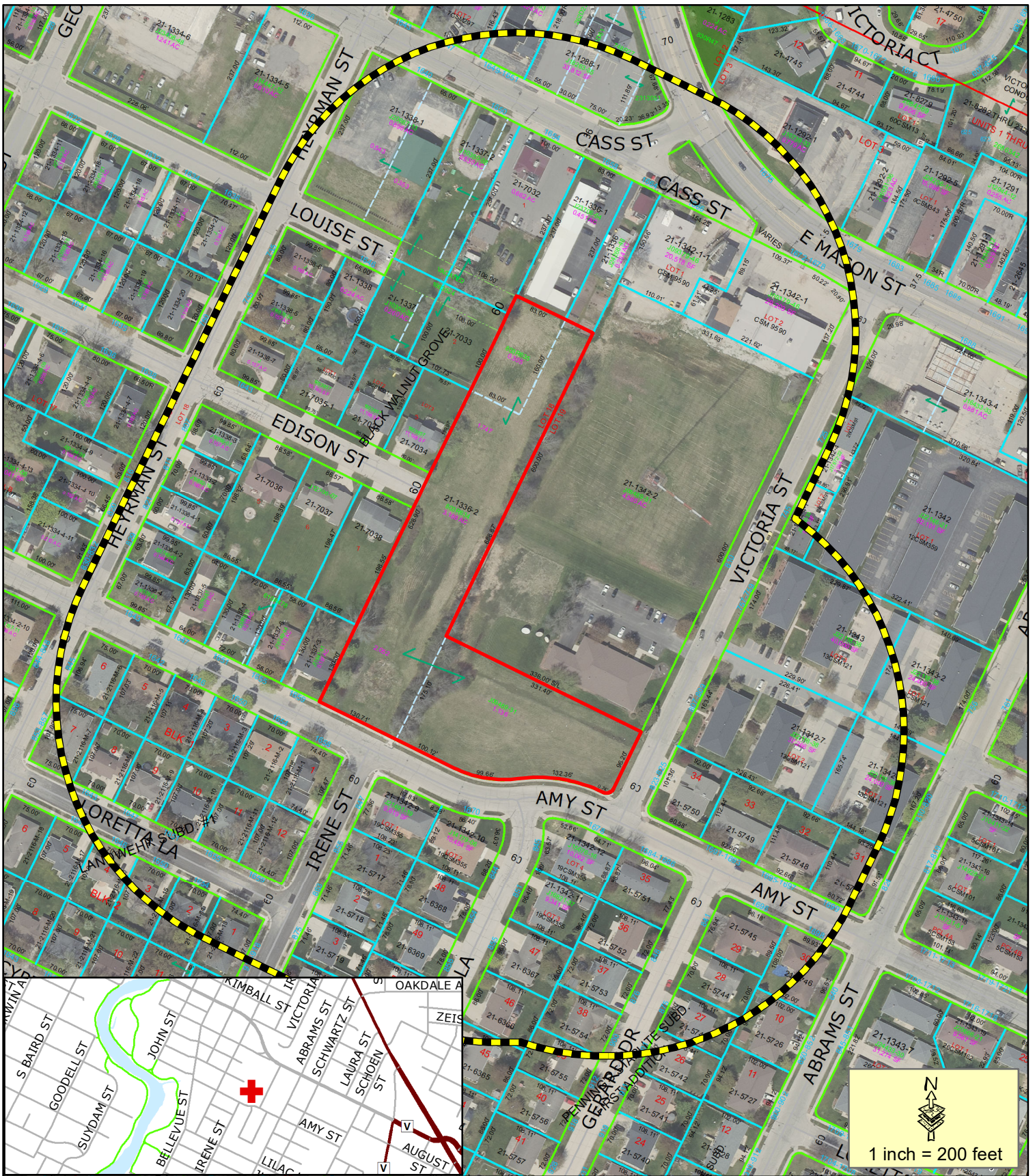
We appreciate your consideration of this proposal and look forward to discussing this project.

Dalton Ruesch

Owner

Ruesch Management

10/08/24



- Proposed Zone Change
- 400' 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 DB

Zoning Petition 24-42

Proposed Zone Change from **R-1 Low Density Residential District to R-2 Medium Density Residential District** at 1600 Block of Amy Street





Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.11

(ZP 24-43) Public hearing on a request to amend uses and physical development standards of a Planned Unit Development (PUD) at 216 S Military Avenue, submitted by David Martin of Henry Real Estate Development LLC, applicant and property owner. (Ald. M. Eck, District 11)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Jon LeRoy, Zoning Administrator

AGENDA ITEM # E.12

(ZP 24-43) Consideration with possible action on a request to amend uses and physical development standards of a Planned Unit Development (PUD) at 216 S Military Avenue, submitted by David Martin of Henry Real Estate Development LLC, applicant and property owner. (Ald. M. Eck, District 11)

BACKGROUND

Primary Address: 216 S Military Ave

Aldersperson/District: Ald. Melinda Eck / District 11

Reason for Request: To permit the permanent expansion of limited Light Industrial (LI) and General Commercial (CI) uses at the parcel.

Surrounding Zoning and Land Uses:

Subject Property: Community Center Commercial (C3) with existing ZO No. 14-21 overlay.

North: Community Center Commercial | Q Tea Premium Tea House

South: General Commercial (CI) and Light Industrial (LI) | HJ Martin showroom, HJ Martin installation service center and flooring distribution center

East: General Commercial (CI) | Bay Area Diamond Company BMO Harris Bank

West: Varied Density Residential (R3) | Mixture of single, two, and multi-family residences

Comprehensive Plan: The 2022 Smart Growth Plan designates this area for commercial use. It recommends medium/high density residential areas and low-density residential areas to the west of Parcel 6-266E (across Randall Court), and commercial areas to the north, east, and south.

The proposed zoning change to a Planned Unit Development, as drafted, is not fully consistent with the recommendation of the Comprehensive Plan for the particular property which calls for commercial use. However, the draft PUD designates three separate development areas:

Development Area A: Area along Military Avenue, a depth of 150-200 feet. This development area would retain commercial frontage along the Military Avenue corner and provide sufficient depth and area to encourage redevelopment of the street frontage along Military Avenue.

Development Area B is designated for the existing Superior Discount Liquor store and retains commercial uses into the future on Alfran Street

Development Area C is designated for the remainder of the parcel continuing existing limited light industrial uses.

Analysis: This request allows permanent status for limited LI uses and CI uses within the entire site.

This parcel was a part of an initial PUD which was approved in December 2021 permitted limited light industrial use on the site for HJ Martin and Bellin Health on a property which is zoned C3 Community Center Commercial. The PUD has a sunset of December 2024 for the light industrial use components.

An update to the initial PUD came before the Plan Commission and Common Council during winter 2022-2023. At that time, proposals called for a multi-story multi-family residential building in the existing parking lot fronting Military Avenue, commercial use in the vicinity of the existing liquor store along Alfran and continued permanent light industrial use for the remainder of the existing former department store/grocery store building and the parking area to the north and west of the existing building.

Ultimately, the PUD did not pass Common Council. Stated concerns about residential uses along Military Avenue were voiced by both nearby property owners and the existing property owner.

City staff and Henry Real Estate Development LLC, the property owner, have been in discussions regarding a PUD update for many months. The old Shopko/Jubilee Foods store building has been used by HJ Martin for limited production/processing, warehousing, and training facilities since 2021. Additionally, Bellin Health has been a tenant for medical equipment service and repair. The property owner seeks to permit light industrial uses of a majority of the building as well as the parking areas to the west and north of the building and an approximate 27-foot wide strip of land to accommodate vehicle access to a garage door facing Military Avenue with a landscape buffer in between.

City staff is content with the uses listed above so long as commercial uses can be developed along Military Avenue, existing uses do not expand, and sufficient physical landscape separation occurs around neighboring users.

Staff and Henry Real Estate Development agreed to separate the development standards for three separate areas in the current parcel.

Development Area A:

(C1) General Commercial uses along Military Avenue. Generally, to a depth of 200 feet, depth is reduced to 150 feet in the south 100 linear feet of the parcel off of the railroad tracks. The final 100 feet uses the existing 100-foot by 100-foot annex of the old Shopko building. Any use by the existing/future property owners of this 100 x 100 foot portion of the building must be a C1 use. HJ Martin is looking to change this portion of the building to contractor showroom or office space. The remainder of the parking lot must be for commercial purposes and Henry Real Estate Development is seeking users to build in the old parking lot. A depth of 200 feet on the property gives sufficient space to build storefronts which could front Military Avenue while having limited production and processing, distribution of building materials and supplies, additional contractor showrooms, training facilities and storage of materials related to uses permitted.

Development Area B:

(C1) General Commercial uses with additional vehicular-use commercial categorizations permitted by right. This area is the northernmost 157 feet of the parcel where the existing liquor store operates. The liquor store is legal use and may continue operating.

Development Area C:

The remainder southwestern portion of the parcel. This is the majority of the existing old Shopko/Jubilee Foods building as well as area west to Randall, north to Development Area B and east to Development Area A. The gap between the primary east wall of the building and Development Area A is approximately 28 feet. This 28 feet shall have a minimum 5 foot wide buffer which requires landscaping and a 100 percent opaque 6 foot tall buffer. This leaves 22-23 feet of space for a vehicle to access a single garage stall off the eastern wall of the building. This is the area HJ Martin and Bellin Health have been operating from and wish to continue to operate from. Staff and Henry Real Estate LLC are content with the following permitted uses:

- a. Limited production and processing
- b. Distribution of building materials and supplies
- c. Contractor showroom

- d. Training facilities to include fixture installation, case work mockups, shower mockups, stair mockups, and other similar training activities with classrooms and chairs.
- e. Office space
- f. Medical equipment service and repair
- g. Storage of materials directly related to uses permitted within the PUD limited to the following:

- 1. Flooring materials
- 2. Flooring sundries
- 3. Tools and equipment
- 4. Acoustical ceiling tile and grid
- 5. Shower doors and windows
- 6. Wheelchairs
- 7. Oxygen tanks
- 8. Any other similar materials as submitted to the Zoning Administrator for approval by Zoning Administrator or their designee:

h. Training facilities to include fixture installation, case work mockups, shower mockups, stair mockups, and other similar training activities with classrooms and chairs.

Staff believes appropriate physical design features are needed to create a transition from the uses permitted in Development Area C and the surrounding neighborhood. Staff has put forth the following landscaping and buffer requirements in the PUD to better facilitate a separation of uses from the commercial corridor on Military and the residential neighborhood along Randall.

Separation between Development Area A (Along Military) and Area C (SW corner of property)

A 5-foot buffer is required. A landscape buffer which is a minimum of 5 feet in width is required east of the main building. Such buffer must include a combination of 1 tree for every 50 linear feet and 8 shrubs for every 50 linear feet. This buffer can be removed if and when 65 percent of the overall linear footage along Military Avenue has a building footprint with commercial use. This places a strong presence of commercial up along Military Avenue and places the existing limited light production and processing to the rear of the block.

Separation between Development Area C and (Northern portion of property west of Leo and alongside Alfran) A landscape buffer which is a minimum of 20 feet in width is required adjacent to Development Area B. 1 tree for every 50 linear feet and 8 shrubs for every 50 linear feet.

Separation between Development Area C and Randall Court.

A landscape buffer which is a minimum of 25 feet in width (with the exception of the cul-de-sac bulb) adjacent to the westerly ROW along Randall Court. 1 tree for every 50 linear feet and 8 shrubs for every 50 linear feet.

An updated, approved, and constructed landscape plan must be completed within 6 months of approval of the PUD.

Ald. Eck, Military Avenue BID and property owners within 400-feet have been notified of the request. We have received no objections as of the drafting of this report. A neighborhood meeting was held by the petitioner at the HJ Martin showroom on October 17. One member of the public attended as well as Alder Eck.

RECOMMENDATION

Approval of the request, subject to the draft PUD.

FISCAL IMPACT

ATTACHMENTS

1. 24-43 Application Packet
2. ZP 24-43 Map
3. Draft Z.O. 26-24 PUD Amendment 216 S Military



REQUEST FOR CITY ACTION PLAN COMMISSION

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

Location of Property: 216 S. Military Avenue, Green Bay, Wisconsin

Parcel Number(s): 6-266-E

Petitioner(s): Henry Real Estate Development, LLC/David Martin Date: October 22, 2024

Email: david@hmartin.com Phone Number: 920-490-3104

Address: P.O. Box 11387 City: Green Bay State: WI Zip: 54307

Property Owner: Henry Real Estate Development, LLC Phone Number: 920-494-3461

Submit this Request Form and all required attachments to the Community and Economic Development Department, Room 608, City Hall

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

I, David N. Martin, respectfully request that the City of Green Bay take the following action:

- ☒ Rezone Property (\$375.00 Review Fee)
- ☐ Conditional Use and CUP Amendment, including Single Lot Duplexes (\$375.00 Review Fee)
- ☒ PUD and PUD Amendments (\$425.00 Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 + \$35.00 per Lot/Outlot Review Fee)
- ☐ Approve Preliminary Condominium Plat (\$250.00 + \$35.00 per Lot/Outlot/Lot Equivalent Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Certified Survey Map (\$250.00 Review Fee)
- ☐ Approve Final City/Extraterritorial Subdivision Plat (\$150.00 Review Fee)
- ☐ Approve Final Condominium Plat (\$150.00 Review Fee)
- ☐ Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee)
- ☐ 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 (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Closure of Street/Alley/Pedestrian Way (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Comprehensive Plan Amendments (\$275.00 Review Fee)
- ☐ Other (\$200.00 Administration Fee):

Owner Signature: David Martin

Date: October 22, 2024

Petitioner Signature(s): _____

Checklist of required attachments:

- Map
- Legal Description
- Applicant Narrative Describing Project
- All Other Pertinent Information

For office use only:

Review Fee: _____

Receipt No.: _____

Zoning Petition No.: _____

Applicant Narrative - Request for City Action

Here is a brief timeline of the conditions leading to the current request.

An affiliated entity of H.J. Martin & Son, Inc. ("H.J. Martin") owns the old Shopko building located at 216 S. Military Avenue ("the Property"). The affiliated entity, Henry Real Estate Development, LLC ("Henry Real Estate") is currently leasing the Property to H.J. Martin and Bellin Memorial Hospital ("Bellin").

A Development Agreement, which allows H.J. Martin temporary uses of warehousing, employee training and product assembly, as well as maintenance of equipment by Bellin, will expire in December, 2024.

Although the Agreement allows for extensions, it also requires a concept plan with significant activity for future redevelopment. The Property has been listed for the past three years, and the Martins have met with countless interested parties for sale or lease of the building, and out lots. In each case, the potential buyer was not the right fit for the neighborhood's long-term plan.

In July, the Martins met with Jon LeRoy and Matthew Buchanan from the City of Green Bay. The intent of the meeting was to highlight improvements made on the Military Avenue/Western Avenue neighborhoods, discuss the difficulties in finding a redevelopment project for the Property.

Over ensuing meetings with the City staff, the Martins requested a three (3) year extension to find the right redevelopment opportunity. City officials denied this request.

Thereafter, the Martins received feedback from the City staff to indicate a willingness to allow the Martins a permanent use of the Shopko building, if they meet certain conditions with respect to screening/landscaping, maximizing the commercial depth of the Property frontage to improve marketability and removal of barriers and addition of greenspace. Based upon City staff recommendation, the Martins hired ISG, Inc. to provide a landscape concept design ("the Concept Design") to support the City's landscape screening and buffering proposal. The Martins do have existing leases and would seek to balance those agreements with City requirements.

The Permanent PUD would allow H.J. Martin and Bellin their current uses of warehousing, employee training and product assembly, as well as maintenance of equipment by Bellin become permanent based upon the Concept Design which incorporates: 1) Randall frontage – addition planting density, with berm height and visual screening to meet code specifics; 2) 130 S. Military – The Martins have a lease with the liquor store owner, which property is grandfathered and not subject to landscape screening; and 3) Alfran and Military frontage – providing screening by use of landscaping beds and landscape islands between the "new" commercial parcel and the old Shopko building.

The attached Concept Design is based on the following:

A) The commercial use for H.J. Martin's Shower Doors division offices (southeast front corner along Military Avenue), which is within the current zoning, will allow for parking and island type buffering with possible signage on the façade.

B) The landscaping "at grade" bed being added along Military Avenue will buffer the view of the property up to the driveway – the Martins would like this frontage along Military, south of the curb cut and to the railroad crossing be able to include trees and screening in the existing wide green terrace, using the terrace to screen that segment of the building. Doing so would screen the two-story portion of the building but maintain usefulness of that narrow segment of the parcel.

C) The Martins seek to retain their garage doors in the front of the building but add landscape beds to screen and overlap the garage view. Bellin's lease allows it to service all of its equipment for use within the City's various medical facilities. The leased space allows a pull through area, as they drive around back and pull through the front garage door with a box truck. This lease space is crucial to the day-to-day operations of Bellin. With the additional screening around the side of the building, as well as the island landscaping, this area is suitably screened. The H.J. Martin two (2) garage doors are also screened in the attached Concept Design. The garage door facing Military Avenue is used for our woodshop, and the garage door facing Leo Street is used for the H.J. Martin Shower Door division. This would in essence create an alleyway behind the new commercial property while maintaining security as to not have hidden or blocked areas. Security is an utmost concern on this property which led to island type buffering versus a landscape bed or berm in front of the building.

D) This Concept Design adds necessary landscape buffering, defines the "new" commercial parcel in front, adds beautification to the property, and maintains the integrity of the property as a whole as to not segment it for an end user who might purchase/lease the entire property.

In an effort to find an end user for either the "new" commercial parcel, or the entire property, along with seeking a permanent PUD for the Martin's current uses of warehousing, employee training and product assembly and office space, as well as maintenance of equipment by Bellin, the Martins also seek a change in zoning from C3 to C1 for the property.

The Martins' future expansion and redevelopment of their surrounding parcels will eventually negate the need for light industrial use in the former Shopko building. The Martins and the City share the belief that the continuity of commercial use along Military Avenue is important.



CITY LANDSCAPE REQUIREMENTS		
44-196L - PERIMETER LANDSCAPE BUFFER REQUIREMENTS:		
•	FOR NON-RESIDENTIAL OR MULTIFAMILY USES WHEN ADJACENT TO RESIDENTIALLY ZONED PROPERTY OR PROPERTY USED FOR RESIDENTIAL PURPOSES, THE FOLLOWING BUFFER SHALL BE AT LEAST TWO FEET WIDE.	
•	THE BUFFER SHALL BE PLANTED WITH TREES, SHRUBS, OR PERENNIALS TO COVER THE GROUND SURFACE AND PREVENT THE GROWTH OF WEEDS.	
•	REQUIRE TREE PLANTINGS IN LANDSCAPE ISLANDS.	
•	MINIMUM OF ONE CANOPY TREE SHALL BE PLANTED PER 100 SQUARE FEET OF LANDSCAPE ISLAND ON THE SITE.	
44-196E - PERIMETER PARKING LOT LANDSCAPING:		
•	A MINIMUM OF ONE CANOPY TREE AND FIVE SHRUBS PER 400 LINEAL FEET SHALL BE PLANTED WITHIN THE PERIMETER PARKING LOT LANDSCAPE AREA.	
44-196F - BUILDING FOUNDATION LANDSCAPING:		
•	FOUNDATION PLANTINGS SHALL INCLUDE TREES PLANTED AT THE RATE OF ONE TREE PER 50 LINEAL FEET OF BUILDING FACADE, AND MAY ALSO INCLUDE SHRUBS, HERBACEOUS PERENNIALS, BIOPRETENTION OR BARN GARDEN PLANTINGS, AND GROUND COVER. TREE PLANTING SHALL BE PLANTED WITHIN THE PERIMETER PARKING LOT LANDSCAPE AREA.	
•	MINIMUM PLANT MATERIAL SIZES:	
•	DECIDUOUS TREES - TWO-INCH CALIPER (MINIMUM REQUIRED SIZE AT TIME OF PLANTING);	
•	EVERGREEN TREES - SIX FEET IN HEIGHT (MINIMUM REQUIRED SIZE AT TIME OF PLANTING);	
•	SHRUBS - TWO-INCH CALIPER (MINIMUM REQUIRED SIZE AT TIME OF PLANTING);	
•	PERENNIAL GRASS - ONE AND ONE-HALF INCH CALIPER (MINIMUM REQUIRED SIZE AT TIME OF PLANTING).	

STREET FRONTAGE TREE REQUIREMENTS			
STREET	LINEAL FEET	REQUIRED	PROPOSED
LEO STREET	40'-0"	1	0
MILITARY AVENUE	205'-0"	6	0
RANDALL COURT	69'-0"	18	4
TOTAL		27	4
STREET FRONTAGE SHRUB REQUIREMENTS			
STREET	LINEAL FEET	REQUIRED	PROPOSED
LEO STREET	40'-0"	5	43
MILITARY AVENUE	205'-0"	26	28
RANDALL COURT	69'-0"	97	122
TOTAL		119	198
BUILDING FOUNDATION TREE REQUIREMENTS			
LINEAL FEET FACING MILITARY AVENUE	REQUIRED TREES	PROPOSED TREES	
595'-0"	11	11	

CONCEPT PLANT SCHEDULE

DECIDUOUS TREE

29

PERENNIAL GRASS

13

EVERGREEN TREE

9

EXISTING TREES

4

MEDIUM DECIDUOUS SHRUB

173

PERENNIAL GRASS

198

EXHIBIT "A"

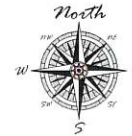
LEGAL DESCRIPTION

Lot 1 of Volume 5 Certified Survey Maps, Page 177, Map Number 1366, Document Number 802454, being part of Private Claim 1 West and part of vacant strip in the City of Green Bay, West side of Fox River, Brown County, Wisconsin.



ALTA / NSPS Land Title Survey

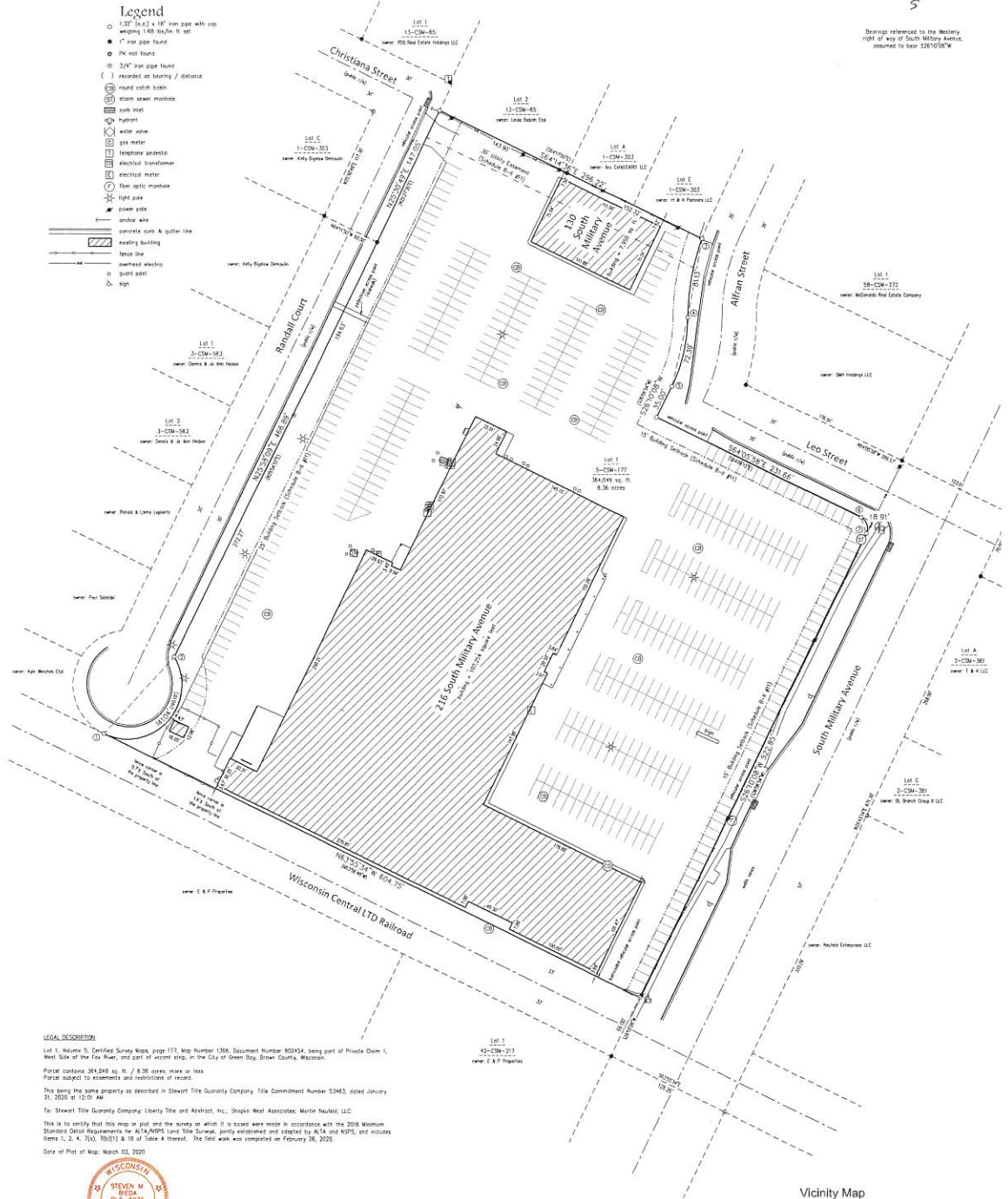
Lot 1, Volume 5, Certified Survey Maps, page 177, Map Number 1366, Document Number 802454, being part of Private Claim 1, West Side of the Fox River, and part of vacant strip, in the City of Green Bay, Brown County, Wisconsin.



Bearings referenced to the Westerly right of way of South Military Avenue, assumed to bear S28°10'00" W.

Legend

- 1.32" (x.1) x 18" iron pipe with cap
- 1.5" iron pipe found
- PK not found
- 3/4" iron pipe found
- recorded as bearing / distance
- found catch basin
- found sewer manhole
- turb inlet
- hydrant
- water valve
- gas meter
- telephone pedestal
- electrical transformer
- electrical meter
- fire hydrant
- light pole
- power pole
- anchor wire
- concrete curb & gutter line
- existing building
- fence line
- overhead electric
- guard post
- sign



LEGAL DESCRIPTION

Lot 1, Volume 5, Certified Survey Maps, page 177, Map Number 1366, Document Number 802454, being part of Private Claim 1, West Side of the Fox River, and part of vacant strip, in the City of Green Bay, Brown County, Wisconsin.

Parcel contains 344,648 sq. ft. / 8.36 acres, more or less.

Parcel subject to easements and restrictions of record.

This being the same property as described in Stewart Title Surety Company, Title Commitment Number 53463, dated January 31, 2020 at 12:01 AM.

To: Stewart Title Surety Company, Liberty Title and Abstract, Inc.; Shapiro West Associates; Martin Neufeld, 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 Survey, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 4, 7(c), 7(d)(1) & 19 of Table A thereof. The field work was completed on February 26, 2020.

Date of Plat: March 03, 2020



Steven M. Bieda
P.L.S. 32375
www.mau-associates.com
www.spsa.com

Notes

Site was snow covered at the time of field work.

Schedule B-1 Notes

(1) Restrictive Covenants, Notes, Easements and any other matters as contained on the recorded Certified Survey Maps recorded in Vol. 5, Page 177, Map No. 1366 as Document Number 802454 (as shown on survey).

Curve Data

CURVE	ARC LENGTH	BEARING	CHORD LENGTH	CHORD BEARING	CENTRAL ANGLE	TANGENT BEARING
1-2	147.09	S5.08°	100.45	N42°28'00" E	148°35'24"	S64°29'00" W, N32°28'41" W
2-3	88.31	S11.32°	89.70	S20°14'45" W	208°45'24"	S20°14'45" W, S20°27'44" W
4-5	73.30	S1.32°	73.78	S12°01'17" W	22°14'24"	S28°32'28" W, N28°32'28" W
6-7	53.61	S1.00°	110.01	S10°12'24" E	301°10'00"	

Vicinity Map



Martin Neufeld, LLC

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

TAX PARCEL NO. 6-266-E
ALTA / NSPS
Land Title Survey
Date Filed: 10/18/2020

PROJECT NO.
17-120
SHEET NO.
1 of 1
DRAWING NO.
S-3232

SCALE
1"=50'
DATE
10/18/2020

ZONING ORDINANCE NO. 26-24

**AN ORDINANCE
AMENDING A PLANNED UNIT DEVELOPMENT (PUD)
OVERLAY DISTRICT FOR PROPERTY LOCATED AT
216 SOUTH MILITARY AVENUE
(ZP 24-43)**

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

SECTION 1. Section 44-30, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by amending a Planned Unit Development Overlay District on the following described property, as also depicted on Exhibit A - Location Map:

Lot 1 of Volume 5 Certified Survey Maps, Page 177, Map Number 1366, Document Number 802454, being part of Private Claim 1 West and part of vacant strip in the City of Gren Bay, West Side of Fox River, Brown County, Wisconsin.

Tax Parcel: 6-266-E

Land Area: Comprises approximately 363,980 square feet / 8.356 acres

SECTION 2. Pursuant to Chapter 44, Article XX, Green Bay Municipal Code, as it applies, the following conditions are imposed:

- A. Purpose and Intent. The purpose and intent of the amended Planned Unit Development (PUD) is to permit the current operations as a mix of commercial and light industrial uses. The following requirements are intended to allow for commercial redevelopment and expansion while minimizing impact on residential properties by providing appropriate buffering for limited light industrial use.
- B. Development Site. The area included within this PUD consists of all land included at 216 S Military Avenue. (Parcel 6-266-E) A PUD amendment shall be required for any future changes that do not comply with this PUD.

The site shall be denoted as three different use areas; Development Areas A, B, and C (As shown in Exhibit B)

Development Area A:

Frontage along Military Avenue, to depth of 200 feet off the Military Avenue right of way from the southern railroad property line, north to Leo Street. Depth is reduced to approximately 150 feet off the Military Avenue right of way for the southernmost 100 feet of the parcel to accommodate an existing 100 foot by 100 foot existing building.

Development Area B: The northernmost 157 feet of the property, with frontage to the east along Alfran Street and to the west along Randall Court.

Development Area C: Remaining acreage on the site, generally considered the southwestern portion of the parcel, including the existing building less the 100 foot by 100 foot annex which fronts Military Avenue.

C. Land Use Regulations. The principal and accessory land uses which may be established are as follows:

1. Development Area A:
 - a. All uses defined by General Commercial (C1) district
2. Development Area B:
 - a. All uses defined by General Commercial (C1) district, except for the following auto-oriented primary uses:
 1. Auto rental
 2. Car wash
 3. Convenience store
 4. Fuel gas station
 5. Minor vehicle repair
 6. Major vehicle repair
 7. Drive through facility
3. Development Area C:
 - a. All uses defined by General Commercial (C1) district
 - b. Limited production and processing
 - c. Distribution of building materials and supplies
 - d. Contractor showroom
 - e. Training facilities to include fixture installation, case work mockups, shower mockups, stair mockups, and other similar training activities with classrooms and chairs.
 - f. Office space
 - g. Medical equipment service and repair
 - h. Storage of materials directly related to uses permitted within the PUD limited to the following:
 1. Flooring materials
 2. Flooring sundries
 3. Tools and equipment
 4. Acoustical ceiling tile and grid
 5. Shower doors and windows
 6. Wheelchairs
 7. Oxygen tanks
 8. Modular construction and pod assembly
 9. Furniture assembly
 10. Any other similar materials as submitted to the Zoning Administrator for approval by Zoning Administrator or their designee:

- i. Training facilities to include fixture installation, case work mockups, shower mockups, stair mockups, and other similar training activities with classrooms and chairs.
- D. Prohibited Uses. Land uses not listed in Section C shall be considered prohibited uses within this PUD. A PUD amendment is required for any additional uses. Outdoor storage is not permitted. Outdoor display is not permitted in Development Area A or Development Area C.
- E. Dimensional and Area Requirements. Dimensional and area requirements for principal structure on the subject property shall generally comply with Exhibit B and be regulated as follows:
 - 1. Development Area A (For new or remodeled construction)
 - a. All bulk requirements as defined by General Commercial (C1) standards. Additional standards include the following:
 - b. One single garage door is permitted in the 100 foot by 100 foot existing building footprint. Said garage door must include fenestration which includes a man door entrance to the building for customers. Both the garage door and man door shall be designed with glass or a similar transparent material.
 - c. If a parking lot is constructed fronting the right of way, the parking lot buffer design area must be a minimum of 10 feet in width off of an adjacent right of way.
 - d. No outdoor storage or display is permitted.
 - 2. Development Area B (For new or remodeled construction)
 - a. If a new or reconstructed parking lot fronts Alfran Street, the parking lot buffer design area shall be a minimum of 10 feet in width.
 - b. No outdoor storage is permitted.
 - 3. Development Area C
 - a. Building footprint cannot exceed the existing conditions of the existing primary structure as of December 17, 2024 unless a new site plan is submitted to and approved by the Department of Community and Economic Development which meets the physical requirement standards of General Commercial (C1) district and all design requirements noted in this PUD.
 - b. No accessory structures are permitted.
 - c. No outdoor storage or display is permitted.
 - d. A single garage door is permitted on the eastern wall of the existing building facing Military Avenue. The eastern wall must include a landscape buffer which is a minimum of five (5) feet in width and include the following design requirements:
 - 1 A visual buffer shall be designed to create a 100% opaque

barrier between Development Area A and C.

2 Said barrier can be a combination of a wall, fence (wooden or vinyl), earthen berm, and or vegetation. Said barrier shall be 6 feet in height

3 The linear length of the buffer must include a minimum of one tree for every 50 feet of linear length of the buffer and eight shrubs for every 50 linear feet of the buffer.

- e. Additional garage entrances may be installed along the eastern wall facing Military Avenue provided at least 65% of the overall linear frontage of Military Avenue has built building foot prints facilitating C1 uses from the southern property line northward to Leo Street. A landscape buffer between Development Area A and C may be removed if said minimum linear footprint requirement is satisfied.
- f. Existing legal non-conforming loading docks located on the north and west walls of the existing building can remain.
- g. Existing garage entries on the west wall of the building may remain. Additional garages can be built provided maintenance of an approved landscape buffer along Randall Street is built and maintained.
- h. No outdoor storage or display is permitted.

F. Architectural Design. All new or remodeled building elevations shall substantially comply with the following requirements:

- 1. Wall articulation. No wall that faces a street or connecting walkway shall have a blank, uninterrupted length exceeding thirty (30) feet without including at least one (1) of the following: change in plane, change in texture or masonry pattern, windows, or an equivalent element that subdivides the wall into human scale proportions.
- 2. Building materials. All building facades shall be designed with architecturally-finished materials. Durable materials, such as masonry or stucco, shall be used on all street-facing facades. All subsequent additions and outbuildings constructed after the erection of an original building or buildings shall be constructed of comparable materials and designed in a manner consistent with the original design, unless the entire building is being renovated.
- 3. All rooftop and ground level mechanical equipment shall be screened from public view using architectural treatments consistent with the overall design of the structure.

G. Lighting. Existing lighting is located on the site which remain as is until the time a new development occurs within Development Area A. At such time, lighting shall be regulated by Chapter 44, Article V, Division 8, Green Bay Municipal Code.

H. Signage. All signs on the subject property shall conform to the standards as

set forth within Chapter 30 of the Green Bay Municipal Code for the General Commercial Zoning District with the additional standards:

1. One (1) pole/pylon directory sign or one (1) monument directory sign is permitted to display the whole of the tenants within Development Area A, B, and C campus. The display of whole of tenants sign shall be located within Development Area A.
 2. Any tenant within Development Area A, B, or C may be a part of signage
 3. Freestanding signage to display the whole of tenants is limited to either one (1) pylon directory sign or one (1) monument directory sign.
 4. Either pole/pylon sign or monument sign must meet height and size standards of C1 Zoning District requirements.
 5. No wall, pole/pylon, or monument signage shall be permitted to face Randall Court
 6. An existing pylon sign located approximately 270 feet south of the Leo Street right of way may remain on site at its current height until such time a new construction development occurs with Development Area A. At such time, an approved site plan must include either removal or compliance Chapter 30, Green Bay Municipal Code or exceptions granted within this PUD. The existing pylon sign shall be removed before a new sign is permitted on site.
- I. Access, Circulation, and Parking. Access, circulation, and parking within the PUD area shall meet the standards as set forth within the Green Bay Zoning Code, Article XVIII of the Green Bay Municipal Code. Existing parking is considered legal non-conforming. Any reconstruction shall meet standards set forth with Green Bay Zoning Code, Article XVIII of the Green Bay Municipal Code.
- J. Refuse and Mechanical Equipment. All refuse areas are to be enclosed impervious to sight. Screening of refuse material containers and mechanical equipment throughout the PUD area shall meet the standards as set forth within the Green Bay Zoning Code, Article XIX of the Green Bay Municipal Code. No refuse material containers shall be permitted between the front of a building and right of way with the exception of Randall Court.
- K. Landscaping and Transitional Yards. Landscaping within the PUD area shall meet the standards as set forth within the Green Bay Zoning Code, Article XIX of the Green Bay Municipal Code with the following additional standards:
- a. Prior to the issuance of any building permits, detailed landscape plans shall be submitted and reviewed per Chapter 44, Article XIX, Division 5, Green Bay Municipal Code.
 - b. Within 6 months of approval of PUD by Common Council, Development Area C must be improved to meet standards of Article XIX, Division 5, Section 44-1964, Green Bay Municipal Code along the right of way adjacent to Randall Court and separation of Development Area C from Development Areas A and B.

- c. Development Area C: A landscape buffer which is a minimum of 5 feet in width is required east of the main building. Such buffer must include a combination of 1 tree for every 50 linear feet and 8 shrubs for every 50 linear feet.
 - d. A landscape buffer which is a minimum of 20 feet in width is required adjacent to Development Area B. 1 tree for every 50 linear feet and 8 shrubs for every 50 linear feet.
 - e. A landscape buffer which is a minimum of 25 feet in width (with the exception of the cul-de-sac bulb) adjacent to the westerly ROW along Randall Court. 1 tree for every 50 linear feet and 8 shrubs for every 50 linear feet.
 - f. A modified parking area to be built north of the 100 x 100 foot building which includes bookend curb and gutter landscaped islands will be installed. This addition of new parking will not trigger full bulk requirements for reconstruction of parking lot.
 - g. A landscape plan must be submitted and approved by the Department of Community and Economic Development. The final landscape plan shall be in the spirit of the conceptual landscape draft noted in Exhibit C.
- L. Compliance with all the regulations of the Green Bay Municipal Code not covered under the PUD. If not covered as part of this PUD, the base zoning for the parcel shall be considered General Commercial (C1). Prior to the issuance of any building permits, stormwater management plans, meeting the standards established by the City's Department of Public Works, shall be submitted to and approved by the City.

SECTION 3. The provisions of this ordinance, including, without limitation, the granting of a conditional-use permit and all obligations, conditions, restrictions, and limitations related thereto shall run with and be jointly and severally binding upon the fee simple owner and the beneficial owner of all or any portion of the subject property. All obligations, requirements, and rights of the owner shall run with the land and shall automatically be assigned to be binding upon and inure to the benefit of its successors and assigns, including, but not limited to, any entity acquiring any financial interest in the subject property and/or any subsequent owner and/or beneficial owner of all or any portion of the subject property.

SECTION 4. Each exhibit which is attached to this ordinance is deemed to be and is expressly made a part of and incorporated into this ordinance to the same extent as if each such exhibit, and the plans identified therein, had been set forth in its entirety in the body of this ordinance.

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

SECTION 6. In addition to all other remedies available to the City of Green Bay, the City may decline to issue any building or other permits otherwise required by any ordinance of this City while any violation of this ordinance remains uncured.

SECTION 7. If any provision in this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such a decision shall not affect the validity of any other provision of this ordinance. It is hereby declared to be the intention of the City of Green Bay that all provisions of this ordinance are separable.

SECTION 8. This ordinance shall not take effect until a public hearing is held thereon as provided by Chapter 44, Article II, Division 2, Section 44-82 Zoning Amendments, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2024.

APPROVED:

Eric Genrich, Mayor

ATTEST:

Celestine Jeffreys, City Clerk

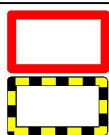
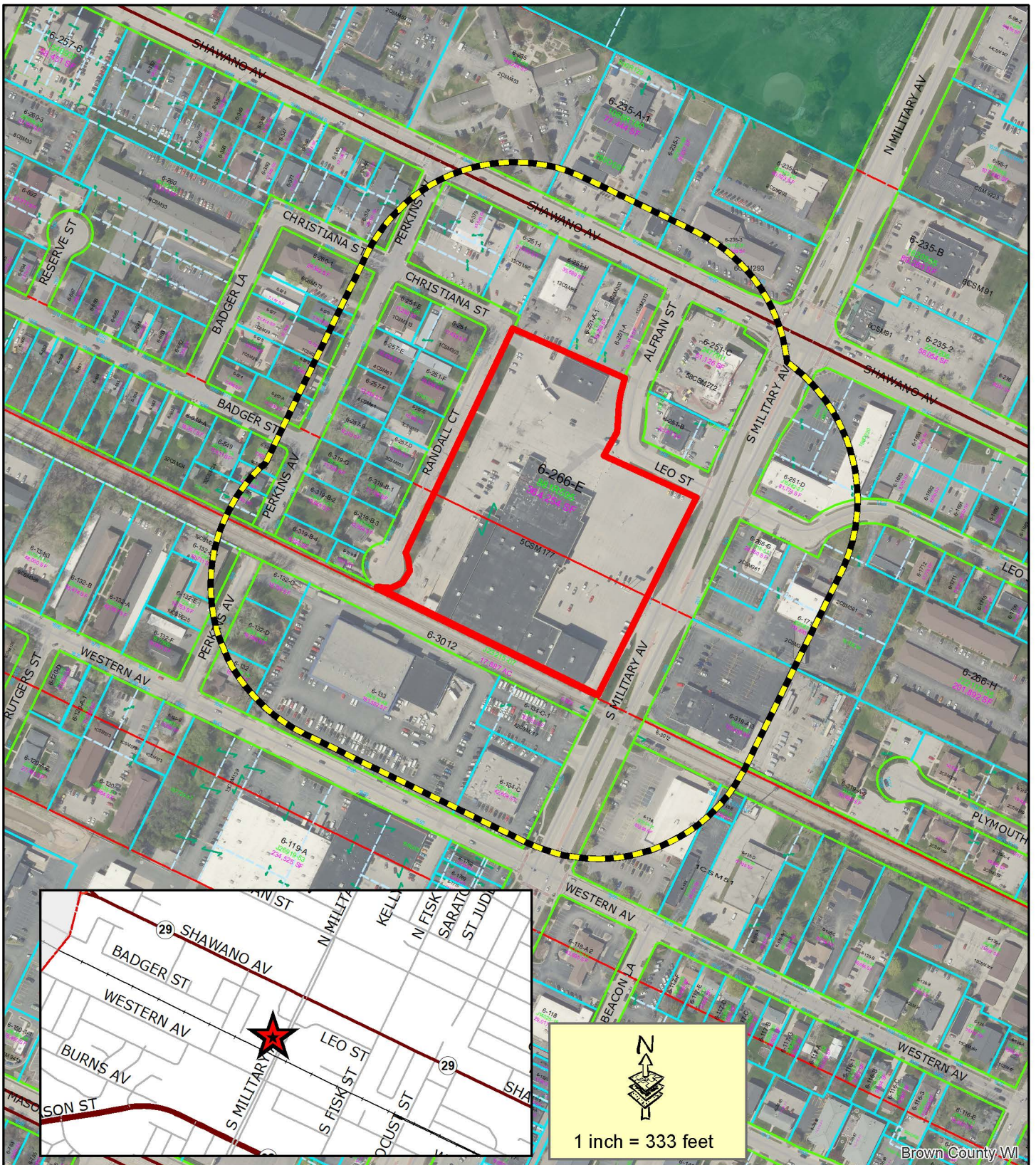
jl:

Attachments:

Exhibit A - Location Map

Exhibit B – Development Area Map

Exhibit C – Conceptual Landscape Plan



Subject Area

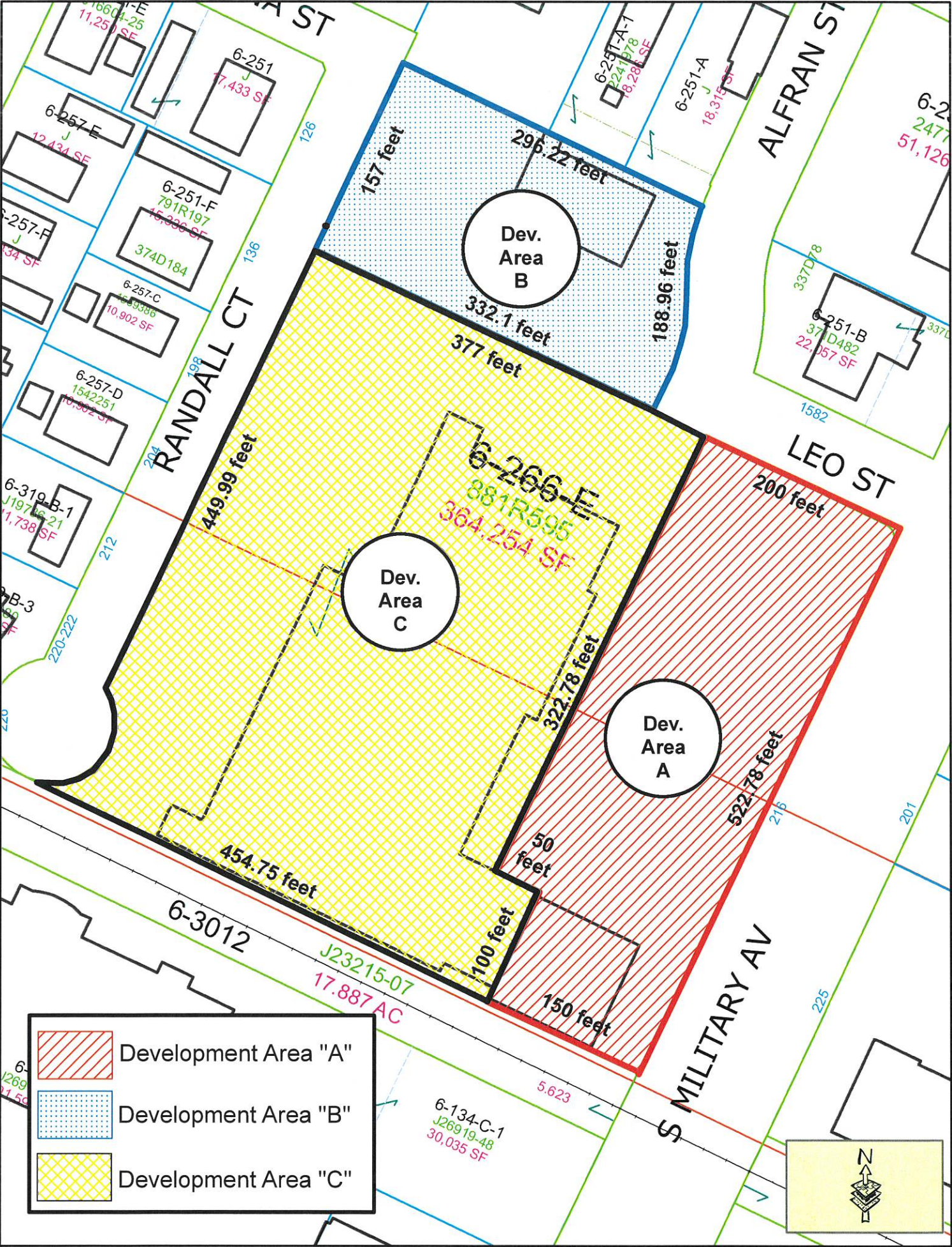
400' Property Owner Notice

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 DM.

Zoning Petition (ZP 24-43) **Planned Unit Development** **(PUD) Amendment** **at 216 S. Military Avenue**



Exhibit B - Development Area Map





CITY LANDSCAPE REQUIREMENTS

- 44 - 1964. - PERIMETER LANDSCAPE BUFFER REQUIREMENTS:**
- FOR NON-RESIDENTIAL OR MULTIFAMILY USES WHEN ADJACENT TO RESIDENTIALLY ZONED PROPERTY OR PROPERTY USED FOR RESIDENTIAL PURPOSES, BUFFERS SHALL BE AT LEAST 20 FEET WIDE. THE FOLLOWING BUFFERS SHALL BE AT LEAST 25 FEET WIDE:
BUFFERS FOR NON-RESIDENTIAL OR MULTIFAMILY BUILDINGS OF 25,000 SQUARE FEET OF FLOOR AREA OR MORE WHEN ADJACENT TO RESIDENTIALLY ZONED PROPERTY OR PROPERTY USED FOR RESIDENTIAL PURPOSES.
 - BUFFERS ALONG LOADING DOCKS, SERVICE AREAS, OR OUTDOOR MECHANICAL SYSTEMS WHEN ADJACENT TO RESIDENTIALLY ZONED PROPERTY OR PROPERTY USED FOR RESIDENTIAL PURPOSES.

44 - 1965. - INTERIOR PARKING LOT LANDSCAPING:

- **PLANTING AREA:**
AT LEAST TEN PERCENT OF THE INTERIOR AREA OF PARKING LOTS WITH 25 OR MORE PARKING SPACES AT THE MINIMUM RATE OF ONE TREE PER 15 SPACES. TREES REQUIRED TO BE PLANTED IN LANDSCAPE ISLANDS, LANDSCAPE MEDANS, AND PERIMETER AREAS SHALL COUNT TOWARD THIS REQUIREMENT.
- **LANDSCAPE ISLANDS:**
LANDSCAPE ISLANDS SHALL BE PROVIDED AT THE END OF EACH PARKING ROW AND WITHIN THE ROW OF PARKING SPACES SO THAT THERE ARE NO MORE THAN 15 CONSECUTIVE PARKING SPACES WITHOUT A LANDSCAPE ISLAND.
- **LANDSCAPE ISLANDS SHALL HAVE MINIMUM INTERIOR DIMENSIONS OF AT LEAST TEN FEET IN WIDTH AND 18 FEET IN LENGTH. DOUBLE ROWS OF PARKING SHALL PROVIDE PARKING LOT ISLANDS OPPOSITE ONE ANOTHER TO FORM CONTINUOUS DOUBLE ISLANDS.**
- **EACH LANDSCAPE ISLAND SHALL BE PLANTED WITH A MIX OF HERBACEOUS OR WOODY GROUND COVER, SHRUBS, MULCH, OR OTHER DECORATIVE GROUND COVER SUFFICIENT TO FULLY COVER THE GROUND SURFACE AND PREVENT THE GROWTH OF WEEDS.**
- **REQUIRED TREE PLANTINGS IN LANDSCAPE ISLANDS:**
A MINIMUM OF ONE CANOPY TREE SHALL BE PLANTED PER 180 SQUARE FEET OF LANDSCAPE ISLAND ON THE SITE.

44 - 1966. - PERIMETER PARKING LOT LANDSCAPING:

- A MINIMUM OF ONE CANOPY TREE AND FIVE SHRUBS PER 40' LINEAL FEET SHALL BE PLANTED WITHIN THE PERIMETER PARKING LOT LANDSCAPE AREA.

44 - 1967. - BUILDING FOUNDATION LANDSCAPING:

- FOUNDATION PLANTINGS SHALL INCLUDE TREES PLANTED AT THE RATE OF ONE TREE PER 50' LINEAL FEET OF BUILDING FACADE, AND MAY ALSO INCLUDE SHRUBS, HERBACEOUS PERENNIALS, BIORETENTION OR RAIN GARDEN PLANTINGS, AND GROUND COVER. TREE PLANTING REQUIREMENTS MAY BE VARIED, OR REQUIRED TREES LOCATED ON ANOTHER PORTION OF THE SITE, IF A MINIMUM DISTANCE OF FIVE FEET FROM THE BUILDING CANNOT BE MAINTAINED.

44 - 1968. - PLANT MATERIAL:

- **PLANT SPECIES MIX** - WHERE 20 OR MORE TREES ARE PROPOSED, AT LEAST THREE SPECIES OF TREE SHALL BE UTILIZED, AND NO SINGLE SPECIES OF TREE SHALL MAKE UP MORE THAN 50 PERCENT OF THE TOTAL TREE PLANTINGS FOR THE PROPERTY. WHERE 30 OR MORE SHRUBS ARE PROPOSED, NO SINGLE SPECIES OF SHRUB SHALL COMPRISE MORE THAN ONE THIRD OF SHRUB PLANTINGS.
- **MINIMUM PLANT MATERIAL SIZES:**
 - DECIDUOUS TREES - TWO-INCH CALIPER (MINIMUM REQUIRED SIZE AT TIME OF PLANTING);
 - ORNAMENTAL DECIDUOUS TREES - ONE AND ONE-HALF-INCH CALIPER (MINIMUM REQUIRED SIZE AT TIME OF PLANTING);
 - EVERGREEN TREES - SIX FEET IN HEIGHT (MINIMUM REQUIRED SIZE AT TIME OF PLANTING);
 - SHRUBS - FIVE-GALLON CONTAINER SIZE (MINIMUM REQUIRED SIZE AT TIME OF PLANTING);

STREET FRONTAGE TREE REQUIREMENTS				
STREET	LINEAL FEET	REQUIRED	EXISTING	PROPOSED
LEO STREET	40'-0"	1	0	1
MILITARY AVENUE	205'-0"	6	0	6
RANDALL COURT	690'-0"	18	4	21
TOTAL	-	27	4	28

STREET FRONTAGE SHRUB REQUIREMENTS				
STREET	LINEAL FEET	REQUIRED	EXISTING	PROPOSED
LEO STREET	40'-0"	5		48
MILITARY AVENUE	205'-0"	26		28
RANDALL COURT	690'-0"	87		122
TOTAL	-	118		198

BUILDING FOUNDATION TREE REQUIREMENTS			
LINEAL FEET FACING MILITARY AVENUE	REQUIRED TREES	PROPOSED TREES	
505'-0"	11		11

CONCEPT PLANT SCHEDULE

	OVERSTORY DECIDUOUS TREE	29
	ORNAMENTAL DECIDUOUS TREE	13
	EVERGREEN TREE	9
	EXISTING TREES	4
	MEDIUM DECIDUOUS SHRUB	173
	PERENNIAL GRASS	156



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

AGENDA ITEM # E.13

(ZP 24-45) Public Hearing on a request to amend a Planned Unit Development (Southwest Woods) located at 2405 W. Mason Street Frontage Road and the 1100-1200 Block of Hinkle Street from W. Mason Street Frontage Road to Hobart Drive, submitted by DT HMC West Mason, LLC, on behalf of multiple property owners. (Ald. M. Eck, District 11)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Dena Mooney, Staff

AGENDA ITEM # E.14

(ZP 24-45) Consideration with possible action on a request to amend a Planned Unit Development (Southwest Woods) located at 2405 W. Mason Street Frontage Road and the 1100-1200 Block of Hinkle Street from W. Mason Street Frontage Road to Hobart Drive, submitted by DT HMC West Mason, LLC, on behalf of multiple property owners. (Ald. M. Eck, District 11)

BACKGROUND

Primary Address: 2405 W. Mason Street Frontage Road and the 1100-1200 Block of Hinkle Street from W. Mason Street Frontage Road to Hobart Drive

Aldersperson/District: Ald. Eck / District 11

Reason for Request: ZO 03-24 Southwest Woods Subdivision Planned Unit Development (PUD) - To amend the existing PUD boundary, allow driveway exceptions for Dollar Tree, and identify land use and dimensional standards for Lot 17 of Southwest Woods (Parcel 6H-4475).

Subject Parcel Zoning and Land Use: Subject property is zoned Planned Unit Development (PUD) and involves a variety of uses including commercial, townhomes, single-family homes, and parkland.

Surrounding Zoning and Land Uses:

North: General Commercial (C1) | Retail, W. Mason Street Corridor

South: Low-Density Residential (R1) | Parkland, Vacant

East: General Commercial (C1) | Business, Medical, Vacant

West: General Commercial (C1), Highway Commercial (C2), Low-Density Residential (R1), Planned Unit Development (PUD) | Retail, Automotive Uses, Single, Two and Multi-Family Dwellings

Comprehensive Plan: The 2022 Smart Growth Plan designates this area for Commercial and High Intensity Retail, Office or Housing. This Planned Unit Development (PUD) amendment is consistent with this designation.

Analysis: On March 5, 2024, the City approved the Southwest Woods Subdivision PUD (ZO 03-24). The PUD includes commercial, residential (single family and townhomes), and park uses.

The applicant is requesting four (4) amendments to the PUD:

1. Adjust the Southwest Woods Subdivision PUD boundary to follow property lines of future Lot 4 of CSM 24-17 (2405 W. Mason Street Frontage, Parcel 6H-4459).
2. Allow a driveway at 2405 W. Mason Street Frontage Road (Parcel 6H-4459) 80' from the W. Mason Street Frontage Road and Hinkle Street intersection where 200' is required (Sec. 44-1698(a)).
3. Allow a reduction in the separation of driveways at 2405 W. Mason Street Frontage (Parcel 6H-4459) from 200' to 180' (Sec. 44-1773(a)(1)).

4. The addition of regulations for Lot 17 (Parcel 6H-4475) to PUD (uses and dimensional regulations).

Amendment #1 - The applicant has submitted a Certified Survey Map (CSM 24-17). The proposed CSM creates an additional lot and reconfigures parcel lines at 2425, 2415 and 2405 W. Mason Street Frontage Road. The alteration and addition of parcel lines causes the PUD to extend onto other parcels and split zone the properties. The applicant is requesting that the PUD boundary be amended to follow the parcel lines of proposed Lot 4 of the CSM.

Staff Recommendation for Amendment #1 – This was an issue staff had while reviewing the proposed CSM. Staff does not support split zoning of parcels as it causes administrative challenges. Therefore, staff recommends approval of the amendment.

Amendments #2 and #3 – A site plan for 2405 W. Mason Street Frontage Road (Dollar Tree) was conditionally approved on May 22, 2024. On October 15, 2024, a revised site plan for the parcel was submitted for review. The revised site plan includes the addition of two driveways onto future Hinkle Street extension and the closure of the driveway on W. Mason Street Frontage Road. One driveway is located on the northern end of the parcel and the other on the southern end. The driveways do not comply with City Codes.

Amendment #2 – The northern driveway is too close to the W. Mason Street Frontage Road/Hinkle Street intersection. Sec. 44-1698 of the Green Bay Municipal Code states, driveway approaches measured along the property line shall be a minimum distance from the intersection of the street right-of-way lines on a corner lot based on roadway design speed/speed limit. For a roadway with a design speed of 30 mph, the distance to the driveway edge shall be 200 feet. The applicant is requesting an 80-foot intersection separation distance for the northern driveway.

Amendment #3 – The separation distance between the two driveways on future Hinkle Street extension does not comply with Green Bay City Code. Sec. 44-1773 (a)(1) states, “Multiple two-way driveways may be permitted on one street frontage, provided the distance between the driveway centerlines is no less than 200 feet.” The applicant is requesting a 180-foot distance between the driveway centerlines.

Staff Recommendation for Amendments #2 and #3 – Planning staff met with Department of Public Works (DPW) to discuss these amendments as these regulations are the purview of DPW. DPW does not support Amendment #2. The Traffic Impact Analysis (TIA) that was submitted to the City for the construction of Hinkle Street does not match what is included in the site plan submittal and this request. The driveway is also too close to the intersection of W. Mason Street Frontage and Hinkle Street and creates significant points of conflict. Representative(s) from DPW will be at the Plan Commission meeting to share their concerns. Due to traffic safety concerns, staff does not recommend approval of Amendment #2. Planning staff and DPW are not opposed to allowing Amendment #3. Since Amendment #2 is not recommended for approval, Amendment #3 may be a moot point and is not included in the amended PUD.

Amendment #4 – The Southwest Woods Subdivision PUD did not address Lot 17 of the Southwest Woods Subdivision (Parcel 6H-4475). The applicant is requesting to include this lot in the PUD to allow single and two-family dwellings and for these uses to have setbacks similar to the lots on Southwest Vie Court. This includes a minimum front yard setback of 12 feet, a minimum rear yard setback of 10 feet, and a minimum side yard setback of 6 feet. The setback from the Bellwood Lane right-of-way would be treated as a side yard, not a front yard.

Staff Recommendation for Amendment #4 – Staff has found that the requested amendments are compatible with the PUD and the lot on which they are requested.

Ald. Eck and property owners within 400-feet have been notified of the request. We have received no inquiries or objections as of the drafting of this report.

RECOMMENDATION

Approval of the request with the exception of access distance from intersection (Amendment #2) and driveway separation distance (Amendment #3), subject to approval of the draft PUD with the following condition:

- I) Approval and recording of CSM 24-17.

FISCAL IMPACT

ATTACHMENTS

1. ZP 24-45 Application
2. ZP 24-45 PUD Amendment Hinkle Development Narrative
3. ZP 24-45 Map
4. CSM 24-17 Hinkle_W. Mason Frontage
5. Site Plan - GB REAL ESTATE DOLLAR TREE 24X36 2024-11-11
6. Draft ZO 28-24 - Southwest Woods PUD Amendment w_Exhibits 11.25.24



REQUEST FOR CITY ACTION PLAN COMMISSION

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

Location of Property: (old) 6H-1109 (New) 6H-4459

Parcel Number(s): 2405 W. Mason St.

Petitioner(s): DT HMC West Mason, LLC Date: 10-29-24

Email: gb@gb-re.com Phone Number: 813-500-0296

Address: 300 N. Van Buren St City: GB State: WI Zip: 54301

Property Owner: DT HMC West Mason, LLC Phone Number: 813-500-0296

Submit this Request Form and all required attachments to the Community and Economic Development Department, Room 608, City Hall

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

I, Garnett Bader, respectfully request that the City of Green Bay take the following action:

- ☐ Rezone Property (\$375.00 Review Fee)
- ☐ Conditional Use and CUP Amendment, including Single Lot Duplexes (\$375.00 Review Fee)
- ☒ PUD and PUD Amendments (\$425.00 Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 + \$35.00 per Lot/Outlot Review Fee)
- ☐ Approve Preliminary Condominium Plat (\$250.00 + \$35.00 per Lot/Outlot/Lot Equivalent Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Certified Survey Map (\$250.00 Review Fee)
- ☐ Approve Final City/Extraterritorial Subdivision Plat (\$150.00 Review Fee)
- ☐ Approve Final Condominium Plat (\$150.00 Review Fee)
- ☐ Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee)
- ☐ 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 (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Closure of Street/Alley/Pedestrian Way (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Comprehensive Plan Amendments (\$275.00 Review Fee)
- ☐ Other (\$200.00 Administration Fee): _____

Owner Signature: [Signature] Date: 10-29-24

Petitioner Signature(s): [Signature]

Checklist of required attachments:

- Map
- Legal Description
- Applicant Narrative Describing Project
- All Other Pertinent Information

For office use only:

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

PUD Amendment – Southwest Woods Subdivision

The existing Zoning Ordinance No. 03-24 is proposed to be amended with the below text:

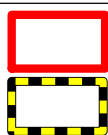
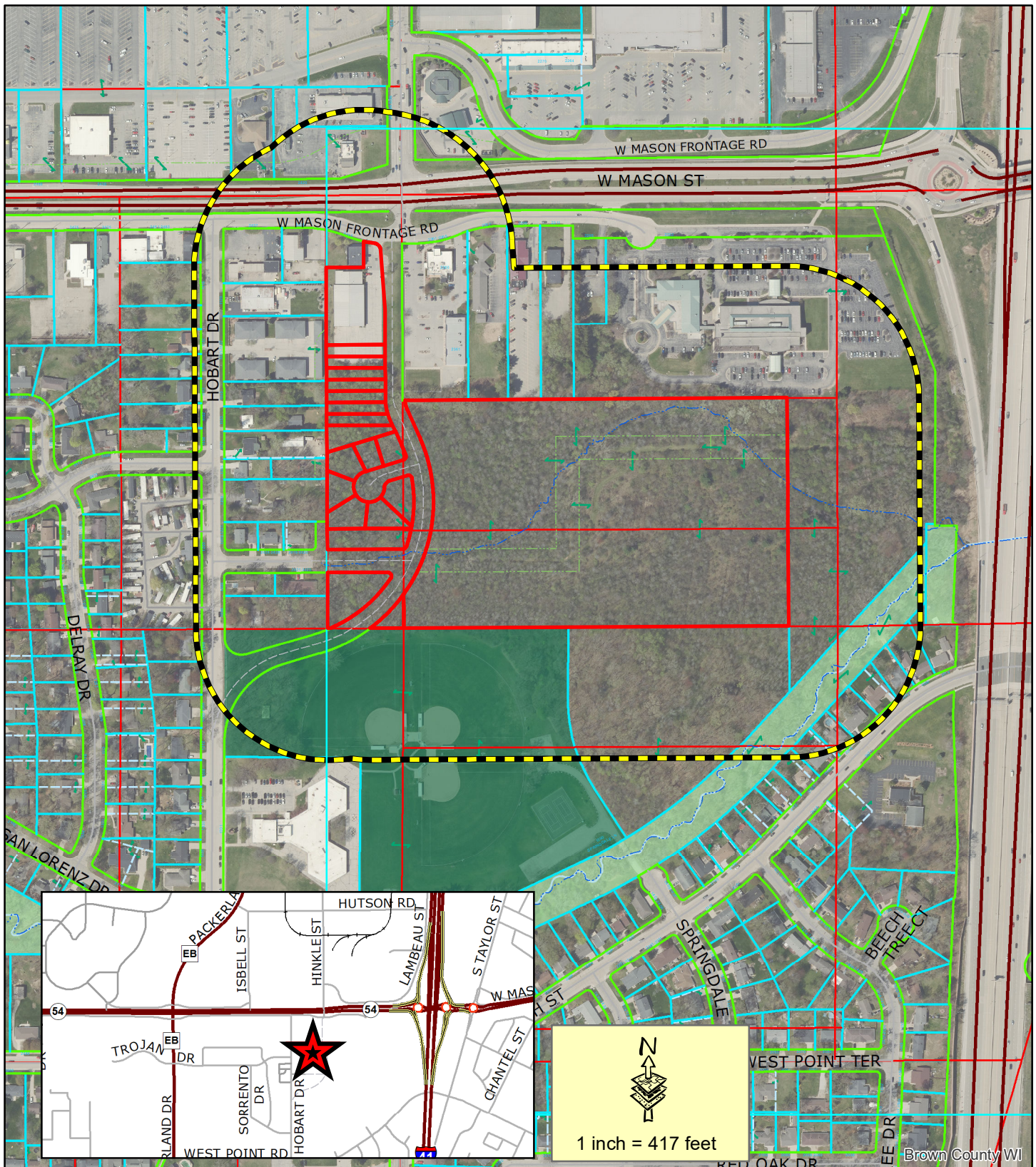
- Reduce the PDD area of existing Lot 1 of the Southwest Woods PUD Doc. 3060725 to the Legal Description of Lot 4 of a future CSM:

Part of Lot 1, Southwest Woods, located in Lot 14, Section 29, Township 24 North, Range 20 East, City of Green Bay, Brown County, Wisconsin more fully described as follows:

BEGINNING at the southwest corner of said Lot 1; thence N00°16'57"W, 190.26 feet on the west line of said Lot 1; thence N89°26'03"E, 137.58 feet; thence N00°16'57"W, 119.36 feet to the south right of way of West Mason Frontage Road; thence 10.84 feet on the arc of a 325.00 foot radius curve to the left, having a long chord which bears S83°16'41.5"E, 10.83 feet on said south right of way; thence 27.92 feet on the arc of a 20.00 foot radius curve to the right, having a long chord which bears S44°14'36.5"E, 25.71 feet on said south right of way to the west right of way of Hinkle Street; thence S04°15'13"E, 184.96 feet on said west right of way; thence S00°16'57"E, 105.95 feet on said west right of way to the southeast corner of said Lot 1; thence S89°43'03"W, 178.99 feet on the south line of said Lot 1 to the Point of Beginning.

Said parcel contains 37,522 Square Feet (0.861 Acres) of land more or less.

- Dimensional and Area Requirements
 - Commercial Redevelopment Site minimum distance between two-way drives at the curbline from 200' to 180' from center.
 - Commercial Redevelopment Site minimum distance from the intersection of a street right-of-way line for a 30-mph roadway from 200' to 80'
- Add Lot 17 (Parcel 6H-4475) of the Southwest Woods PUD Doc. 3060725 into the PUD with the following setbacks for the lot:
 - Front yard: 12 feet
 - Rear yard: 10 feet
 - Side yard: 6 feet
 - The frontage along Bellwood Lane right-of-way is a side yard, not rear yard
- Lot 17 can support uses as stipulated in city code for R-1 or R-2 parcels.



Subject Area

400' Property Owner Notice

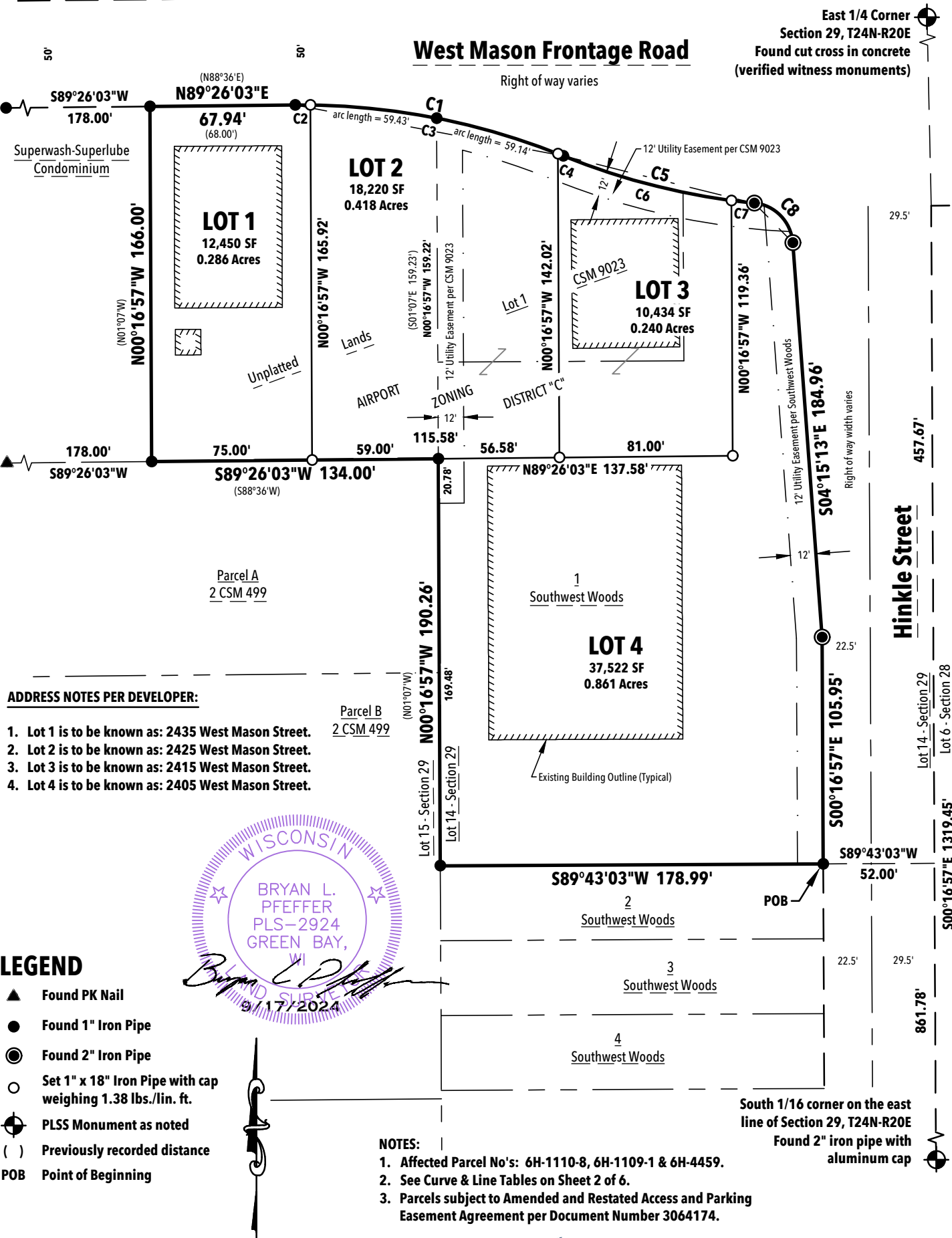
This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by DM.

Zoning Petition (ZP 24-45)
PUD Amendment at 2405 W. Mason
Street Frontage Road and the 1100-1200
Block of Hinkle Street from
W. Mason Street Frontage Road to
Hobart Drive



PRELIMINARY
CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023,
DOCUMENT NUMBER 2851838, AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT
NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29, ALL LOCATED IN
TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.



CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838, AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29, ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, Bryan L. Pfeffer, Professional Land Surveyor, do hereby certify that by the order and under the direction of the owners listed herein, I have surveyed, divided and mapped part of Lot 15 of Section 29, all of Lot 1 of Certified Survey Map Number 9023, Document Number 2851838, and all of Lot 1 of Southwest Woods, Document Number 3060725, said maps being part of Lot 14 of Section 29, all located in Township 24 North, Range 20 East, City of Green Bay, Brown County, Wisconsin, more fully described as follows:

Commencing at he East 1/4 corner of said Section 29; thence S00°16'57"E, 457.67 feet on the east line of said Lot 14 to the south line of said Lot 1 of Southwest Woods, extended easterly; thence S89°43'03"W, 52.00 feet on said south line to the southeast corner of said Lot 1, the POINT OF BEGINNING; thence continuing S89°43'03"W, 178.99 feet on said south line to the southwest corner of said Lot 1; thence N00°16'57"W, 190.26 feet on the west line of said Lot 1 to the northeast corner of Parcel A of Volume 2, Certified Survey Maps, Page 499, Map Number 599, Document Number 666009; thence S89°26'03"W, 134.00 feet on the north line of said Parcel A to the west line of the east 134.00 feet of said Lot 15; thence N00°16'57"W, 166.00 feet on said west line to the south right of way of the West Mason Street Frontage Road; thence N89°26'03"E, 67.94 feet on said south right of way; thence on said south right of way 128.31 feet on the arc of a 325.00 foot radius curve to the right, having a long chord which bears S79°15'20.5"E, 127.48 feet; thence on said south right of way 92.39 feet on the arc of a 325.00 foot radius curve to the left, having a long chord which bears S76°05'22"E, 92.08 feet; thence on said south right of way 27.92 feet on the arc of a 20.00 foot radius curve to the right, having a long chord which bears S44°14'36.5"E, 25.71 feet to the west right of way of Hinkle Street; thence S04°15'13"E, 184.96 feet on said west right of way; thence S00°16'57"E, 105.95 feet on said west right of way to the Point of Beginning

Said described lands contains 78,626 square feet or 1.805 acres more or less subject to all easements and restrictions of record.

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

Dated this _____ day of _____, 2024.

Bryan L. Pfeffer PLS #2924
ROBERT E. LEE & ASSOCIATES, INC.

This certified survey map is all of tax parcel number's: 6H-1110-8, 6H-1109-1 & 6H-4459.

- The property owner(s) of record is/are:
- 1) GB Real Estate Investments, LLC, a Wisconsin limited liability company.
 - 2) DJG WEST MASON, LLC, a Wisconsin limited liability company.
 - 3) DT HMC WEST MASON, LLC, a Wisconsin limited liability company.

- This certified survey map is contained wholly within the property described in the following recorded instrument:
- 1) Document Number 3064169.
 - 2) Document Number 2852454.
 - 3) Document Number 2985031.

Curve Table							
Curve #	Delta	Radius	Length	Chord Direction	Chord Length	Tangent Bearing	Second Tangent Bearing
C1	22°37'13"	325.00'	128.31'	S79°15'20.5"E	127.48'	S67°56'44"E	N89°26'03"E
C2	1°14'40"	325.00'	7.06'	S89°56'37"E	7.06'	S89°19'17"E	N89°26'03"E
C3	20°54'10"	325.00'	118.57'	S78°52'12"E	117.91'	S68°25'07"E	S89°19'17"E
C4	0°28'23"	325.00'	2.68'	S68°10'55.5"E	2.68'	S67°56'44"E	S68°25'07"E
C5	16°17'16"	325.00'	92.39'	S76°05'22"E	92.08'	S67°56'44"E	S84°14'00"E
C6	14°22'39"	325.00'	81.55'	S75°08'03.5"E	81.34'	S67°56'44"E	S82°19'23"E
C7	1°54'37"	325.00'	10.84'	S83°16'41.5"E	10.83'	S82°19'23"E	S84°14'00"E
C8	79°58'47"	20.00'	27.92'	S44°14'36.5"E	25.71'	S04°15'13"E	S84°14'00"E

CERTIFIED SURVEY MAP

**PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.**

OWNER'S CERTIFICATE:

GB Real Estate Investments, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. GB Real Estate Investments, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

GB Real Estate Investments, LLC, a Wisconsin limited liability company	Date
---	-------------

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named _____ to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires: _____

AIRPORT ZONING DISTRICT NOTE:

The Austin Straubel International Airport Director shall be contacted for review and approval to any development and land disturbing activities within Airport Zoning districts

RESTRICTIVE COVENANTS:

1. The land on all side and rear lot lines of all lots shall be graded by the property owner and maintained by the abutting property owners to provide for adequate drainage of surface water.
2. Each lot owner shall grade the property to conform to the adopted sidewalk grade elevation and maintain said elevation for future sidewalks.
3. No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along any lot lines or street line, a disturbance of a survey stake by anyone is a violation of section 236.32 of the Wisconsin Statutes.

SURVEYOR'S NOTES:

- 1. City of Green Bay zoning and building approvals are required prior to commencing construction of buildings, structures, drives, or parking areas, and may also be required prior to commencing grading, excavation, filling, or other land disturbing activity.**
- 2. The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the City has an adopted soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.**



1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

DJG WEST MASON, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. DJG WEST MASON, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

DJG WEST MASON, LLC Date
a Wisconsin limited liability company

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named
to me known to be the same persons who executed the foregoing instrument and
acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

DT HMC WEST MASON, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. DT HMC WEST MASON, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

DT HMC WEST MASON, LLC Date
a Wisconsin limited liability company

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named
to me known to be the same persons who executed the foregoing instrument and
acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14, ALL
LOCATED IN SECTION 28, TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

CERTIFICATE OF THE GREEN BAY PLANNING DEPARTMENT:

Approved by the City of Green Bay, as required by Wisconsin Statutes Chapter 236, and the City of Green Bay Municipal Code Chapter 36, Subdivision and Platting.

on this _____ day of _____, 2024.

Cheryl Renier-Wigg
Development Director

CERTIFICATE OF THE GREEN BAY CITY CLERK:

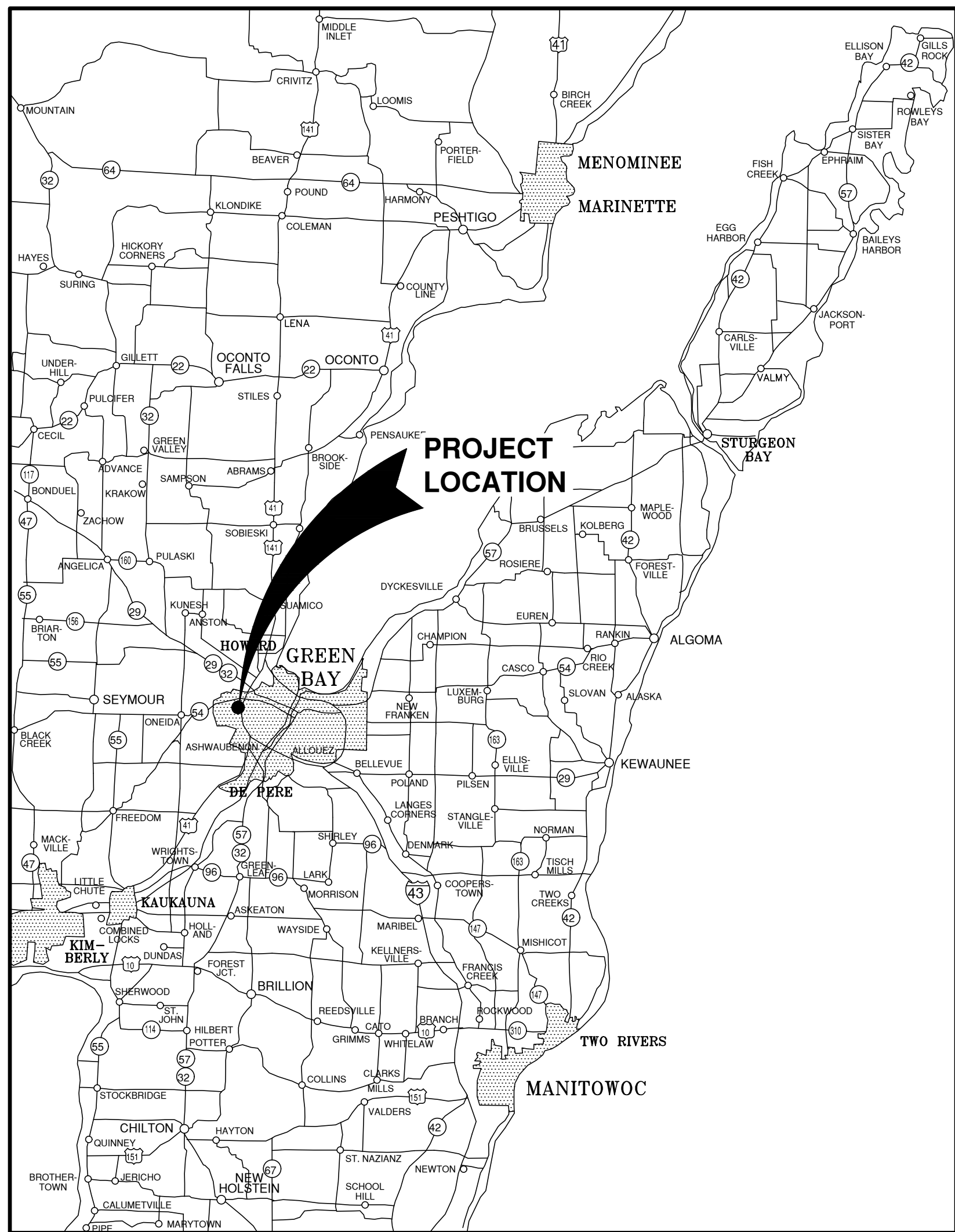
As duly appointed City Clerk for the City of Green Bay, I hereby certify that the records in my office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map (6H-1110-8, 6H-1109-1 & 6H-4459) as of the date listed below.

Celestine Jeffreys
Green Bay City Clerk

Date

2405 W MASON REDEVELOPMENT FOR GB REAL ESTATE INVESTMENTS, LLC CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN

ATTENTION!
DOWNLOADED PLANS ARE NOT SCALEABLE, NEITHER THE
OWNER OR THE ENGINEER SHALL BE HELD RESPONSIBLE
FOR THE SCALE OR PRINT QUALITY OF DOWNLOADED PLANS.
ONLY PRINTED PLANS FROM BLUE PRINT SERVICE CO., INC.
SHALL BE CONSIDERED TO BE SCALEABLE PLANS.



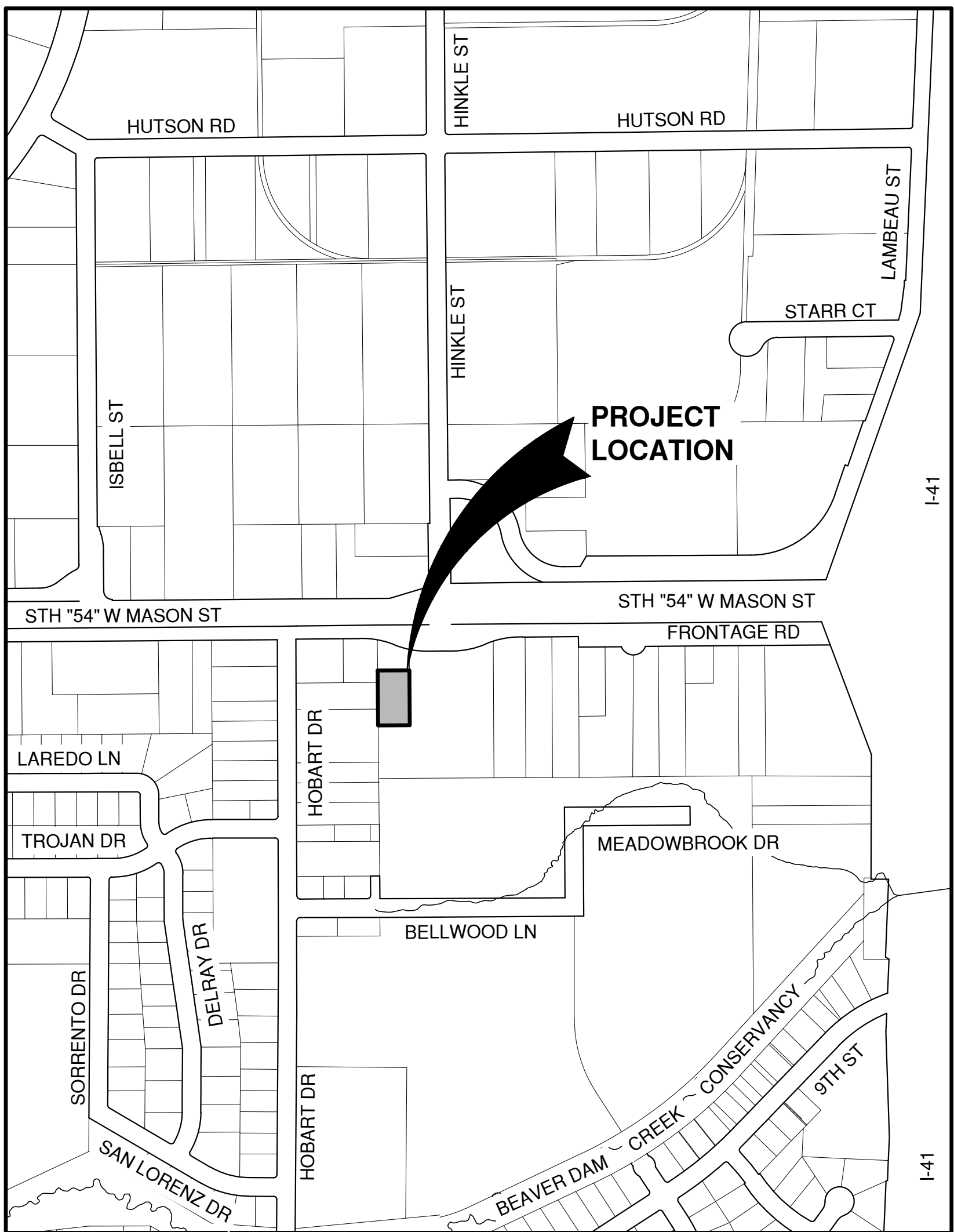
VICINITY MAP

NOTE:
EXISTING UTILITIES SHOWN ON PLANS ARE APPROXIMATE. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND ELEVATIONS OF ALL UTILITIES, WHETHER SHOWN OR NOT, FROM THE OWNERS OF THE RESPECTIVE UTILITIES. ALL UTILITY OWNERS SHALL BE NOTIFIED FOR LOCATES BY THE CONTRACTOR 72 HOURS PRIOR TO EXCAVATION.

NOTE:
ALL EROSION CONTROL MEASURES SHALL BE IN PLACE PRIOR TO CONSTRUCTION AND SHALL CONFORM TO THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES CONSTRUCTION SITE EROSION CONTROL AND TECHNICAL STANDARDS.

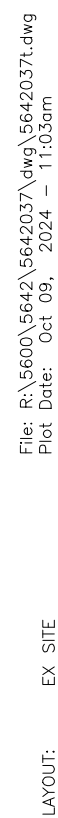
INDEX TO DRAWINGS

SHT. NO.	DESCRIPTION
C	LOCATION MAPS AND INDEX TO DRAWINGS
1	EXISTING SITE CONDITIONS AND DEMOLITION PLAN
2	SITE PLAN
3	UTILITY PLAN
4	GRADING PLAN
5	EROSION CONTROL PLAN
6	MISCELLANEOUS DETAILS
7	MISCELLANEOUS DETAILS
8	MISCELLANEOUS DETAILS
9	EROSION CONTROL - INLET PROTECTION TYPES A, B, C AND D
10	EROSION CONTROL - INLET PROTECTION TYPE D-HR AND TYPE D-M
11	EROSION CONTROL - DITCH CHECK DETAILS
12	EROSION CONTROL - SHEET FLOW DETAILS
13	EROSION CONTROL - TRACKOUT CONTROL PRACTICES
L1	LANDSCAPE PLAN



LOCATION MAP

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN	2405 W MASON REDEVELOPMENT FOR GB REAL ESTATE INVESTMENTS, LLC CITY OF GREEN BAY BROWN COUNTY, WISCONSIN	LOCATION MAPS AND INDEX TO DRAWINGS	DATE 02/2024 FILE 5642037C JOB NO. 5642037	SHEET NO. C
1	10/10/24	BDR	CITY RESUBMITTAL					CHECKED BDR				
								DESIGNED JGS				



- ### LEGEND

- | | |
|---|------------------|
|  | DECIDUOUS TREE |
|  | CONIFEROUS TREE |
|  | BUSH |
|  | RIP RAP |
|  | CULVERT |
|  | WETLANDS |
|  | HANDICAP PARKING |
|  | TO BE REMOVED |
|  | TO BE DEMOLISHED |

DEMOLITION NOTES

- | Curve Table | | | | | | | |
|-------------|-----------|---------|--------|-----------------|--------------|-----------------|------------------------|
| Curve # | Delta | Radius | Length | Chord Direction | Chord Length | Tangent Bearing | Second Tangent Bearing |
| C1 | 5°57'11" | 325.00' | 33.77' | S81°15'24"E | 33.75' | S78°16'49"E | S84° 14' 00"E |
| C2 | 79°58'47" | 20.00' | 27.92' | N44°14'37"W | 25.71' | N04°15'13"W | N84° 14' 00"W |

UTILITIES PRESENT:
CITY OF GREEN BAY DPW, ONEIDA NATION, WPS, AT&T, BROWN COUNTY TECHNOLOGY, TDS METROCOM, TIME WARNER, TILSON TECH MANAGEMENT, WIN LLC, AND WINDSTREAM.

UTILITIES SHOWN ON THIS MAP ARE BASED ON LOCATES FROM:

DIGGER'S HOTLINE TICKET NUMBER 20232921156 DATED 7/30/2023 & 20232921138 DATED 8/14/2023, VISIBLE OBSERVATION AND RECORD UTILITY PLAN DOCUMENTS. UTILITY LINE LOCATIONS SHOULD BE VERIFIED PRIOR TO ANY DIGGING. THIS SITE MAY CONTAIN BURIED UTILITIES NOT IDENTIFIED ON THIS MAP.

DIGGERS HOTLINE = 1-800-242-8511

SANITARY/STORM SEWER:
DEPARTMENT OF PUBLIC WORKS
CITY OF GREEN BAY
100 N. JEFFERSON ST.
GREEN BAY, WI 54301

(920) 448-3100

TELECOMMUNICATIONS:
TDS METROCOM / TDS TELECOM
1029 W. MASON ST.
GREEN BAY, WI 54303

(920)884-3340

WATER/SANITARY/STORM SEW
ONEIDA UTILITY DEPARTMENT
3783 W MASON ST
ONEIDA, WI 54155

(920) 869-2210

TELECOMMUNICATIONS:
TIME WARNER CABLE
2580 W. MASON ST.
GREEN BAY, WI 54303

(920) 944-1581

R: GAS & ELECTRIC:
WISCONSIN PUBLIC SERVICE CORP.
700 N. ADAMS ST.
GREEN BAY, WI 54307

(800) 797-7434

TELECOMMUNICATIONS:
TILSON TECH MANAGEMENT
16 MIDDLE ST.
4TH FLOOR
PORTLAND, ME 04101

(207) 591-6427

TELECOMMUNICATIONS:
P. AT & T / SBC
205 S. JEFFERSON ST.
GREEN BAY, WI 54301

(920) 433-4147

TELECOMMUNICATIONS:
WIN TECHNOLOGY
4955 BULLS FARM ROAD
EAU CLAIRE, WI. 54701

(920) 840-6861

TELECOMMUNICATIONS:
BROWN COUNTY TECHNOLOGY
111 N. JEFFERSON ST.
GREEN BAY, WI 54301

(920) 448-6266

TELECOMMUNICATIONS:
WINDSTREAM COMMUNICATIONS
4001 RODNEY PARHAM RD.
LITTLE ROCK, AR 72212

(501) 748-7000

NOTE:

LOT 1 WILL BE CREATED BY THE SOUTHWEST WOODS PLAT CURRENTLY UNDER REVIEW BY THE CITY OF GREEN BAY FOR APPROVAL AND RECORDING.

2405 W MASON REDEVELOPMENT
FOR GB REAL ESTATE INVESTMENTS, LLC
CITY OF GREEN BAY,
BROWN COUNTY, WISCONSIN

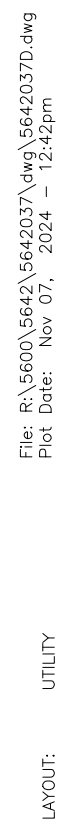
EXISTING SITE CONDITIONS AND DEMOLITION PLAN



1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com

SHEET NO.

1



DRAWN	JMM/LLP
CHECKED	BDR
DESIGNED	JGS

UTILITY PLAN

 **REL** Robert E. Lee
& Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com

SHEET NO.

3

	PROPOSED SANITARY SEWER
	EXISTING SANITARY SEWER (SIZE NOTED)
	PROPOSED STORM SEWER
	EXISTING STORM SEWER (SIZE NOTED)
	PROPOSED WATERMAIN
	EXISTING WATERMAIN (SIZE NOTED)

ED

Gr

FIRE HYDRANT

WATER VALVE/CURB STOP

WATER MANHOLE

REDUCER/INCREASER

SANITARY MANHOLE

LIFT STATION

TRACER WIRE

CLEANOUT

STORM MANH

STORM CATCH BA

STORM INLET

STORM INLET
STORM INLET

STORM INLET MANHOLE
YARD DRAINYARD DRAIN
SEWERAGE

STANDPIPE

ROOF DOWNSPOUT

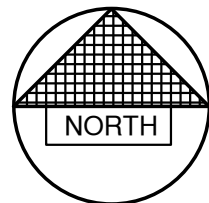
DISCHARGE STRUCTURE

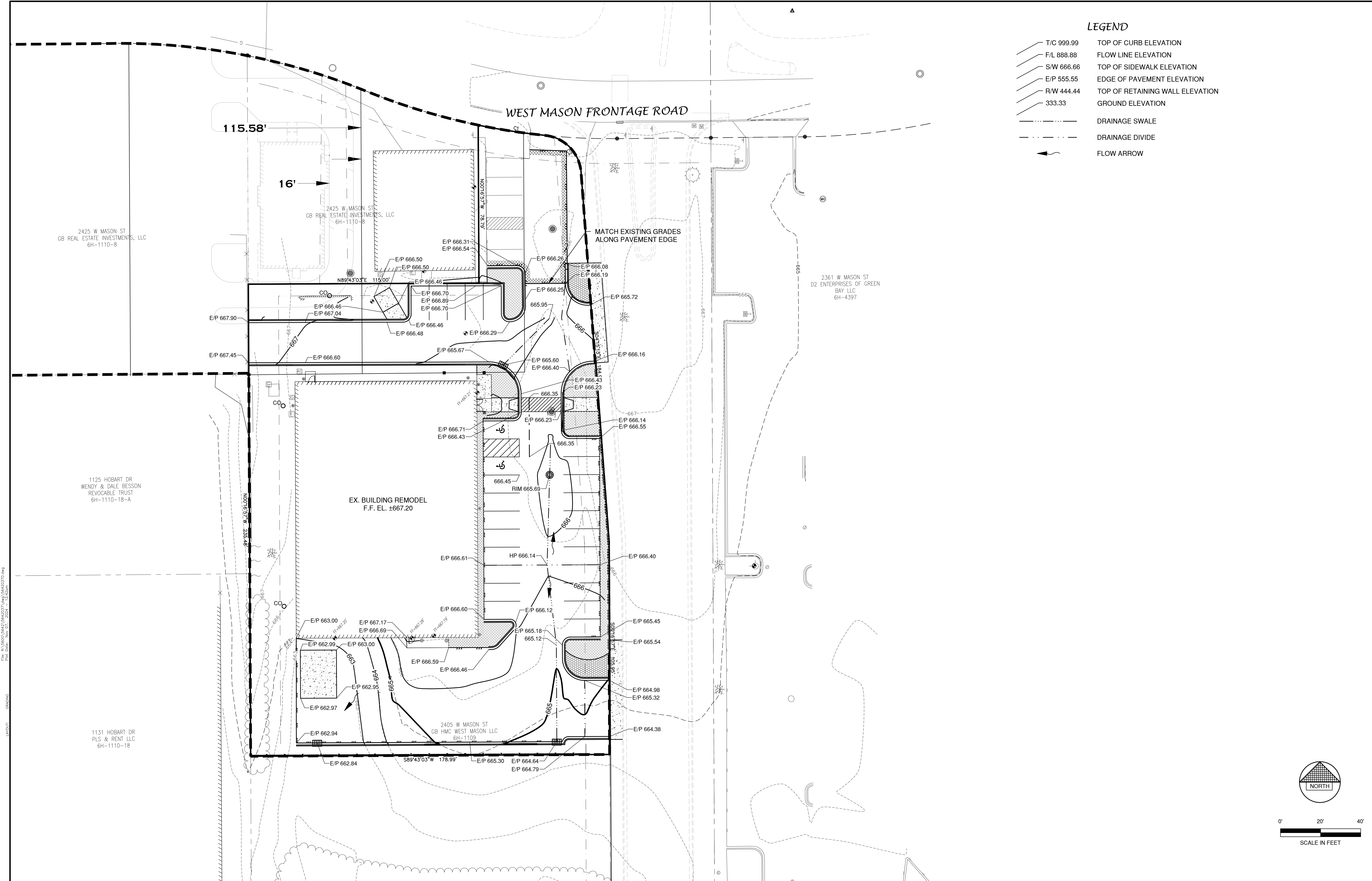
PLUMBING DATA

DRAINAGE FIXTURE UNITS = 12
WATER FIXTURE UNITS = 18

NOTE

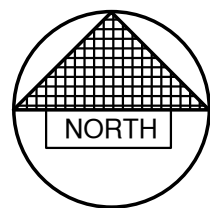
1. A MINIMUM OF 6.5 FEET OF COVER SHALL BE MAINTAINED OVER ALL WATERMAIN.
2. SANITARY SEWER, WATERMAIN AND STORM SEWER SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CURRENT STANDARD SPECIFICATIONS FOR SEWER AND WATER CONSTRUCTION IN WISCONSIN AND ADMINISTRATIVE CODE CHAPTERS SPS 381-387.
3. FIELD VERIFY LOCATION OF EXISTING UTILITIES. IF EXISTING LOCATIONS DIFFER FROM WHAT IS INDICATED ON THE PLANS, **CONTACT ENGINEER**, PRIOR TO CONTINUED WORK.
4. ALL SANITARY SEWER, STORM SEWER AND WATER SERVICES MAINS SHALL BE PROVIDED WITH TRACER WIRE OR OTHER METHOD TO BE LOCATED.
5. EXISTING GAS, ELECTRIC, CABLE TELEVISION AND TELEPHONE TO BE REMOVED AND/OR RELOCATED BY OTHERS. WORK SHALL BE COORDINATED BY GENERAL CONTRACTOR.





LEGEND

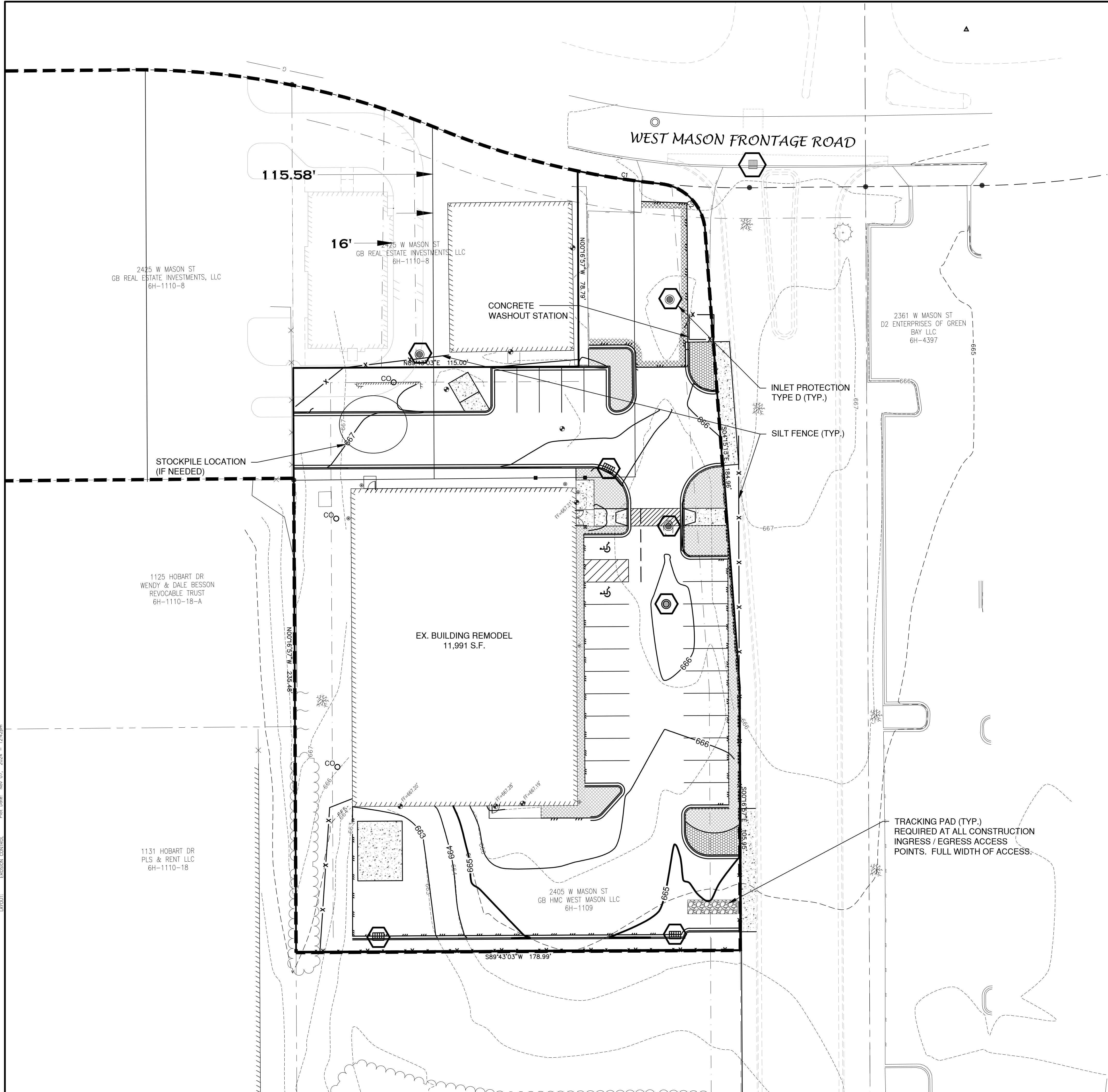
- T/C 999.99 TOP OF CURB ELEVATION
- F/L 888.88 FLOW LINE ELEVATION
- S/W 666.66 TOP OF SIDEWALK ELEVATION
- E/P 555.55 EDGE OF PAVEMENT ELEVATION
- R/W 444.44 TOP OF RETAINING WALL ELEVATION
- 333.33 GROUND ELEVATION
- DRAINAGE SWALE
- - - DRAINAGE DIVIDE
- ← FLOW ARROW



NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN	DATE	 Robert E. Lee & Associates, Inc. 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com	SHEET NO. 4
1	10/10/24	BDR	CITY RESUBMITTAL					CHECKED	02/2024		
								BDR	FILE		
								DESIGNED	5642037D		
								JGS	JOB NO.		
									5642037		

2405 W MASON REDEVELOPMENT
FOR GB REAL ESTATE INVESTMENTS, LLC
CITY OF GREEN BAY
BROWN COUNTY, WISCONSIN

GRADING PLAN



LEGEND

- DRAINAGE SWALE
- DRAINAGE DIVIDE
- FLOW ARROW
- SILT FENCE (PER WDNR TECHNICAL STANDARD 1056)
- DITCH CHECK (PER WDNR TECHNICAL STANDARD 1062)
- TRACKING PAD (PER WDNR TECHNICAL STANDARD 1057)
- EROSION MAT (PER WDNR TECHNICAL STANDARD 1053)
- INLET PROTECTION (PER WDNR TECHNICAL STANDARD 1060)

EROSION CONTROL

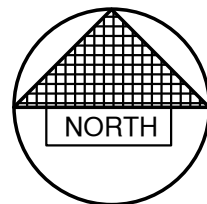
ALL EROSION CONTROL PRACTICES INDICATED ON THIS PLAN ARE APPROXIMATE LOCATIONS ONLY. THE ACTUAL SITE MAY REQUIRE MORE OR LESS EROSION CONTROL DEPENDING ON THE CURRENT CONDITION OF THE SITE.

- SILT FENCE IS REQUIRED DOWNSLOPE OF ANY DISTURBED LAND THAT MAY CARRY SEDIMENTS OFF SITE.
- PROPER INLET PROTECTION SHALL BE USED DEPENDING ON THE INLET TYPE.
- ALL NECESSARY SITE DEWATERING SHALL BE PERFORMED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1061.
- CONTRACTOR TO SPRAY DOWN THE CONSTRUCTION SITE DURING DRY PERIODS TO AVOID DUST ENTERING THE AIR DURING CONSTRUCTION.
- CONTRACTOR TO MITIGATE ANY TRACKING FROM THE SITE DURING SITE GRADING AND SEEDING.
- WEEKLY INSPECTION OF ALL EROSION CONTROL BMPs AND INSPECTION AFTER A 0.5" RAINFALL EVENT IS REQUIRED AND THE INSPECTION REPORT SHOULD BE SENT TO EROSIONCONTROL@GREENBAYWI.GOV

CONSTRUCTION SEQUENCE

- EROSION CONTROL PRECONSTRUCTION MEETING WITH CITY AND CONTRACTOR (APRIL 2024)
- INSTALL TRACKING PAD AND INLET PROTECTION. (APRIL 2024)
- INSTALL PERIMETER SILT FENCE (APRIL 2024)
- DEMO EXISTING BUILDING (APRIL 2024)
- CONSTRUCT UTILITIES (MAY 2024)
- REMODEL BUILDING (MAY 2024)
- MILL EXISTING PAVEMENT, FINE GRADE AND REPAVE PARKING LOT AND SIDEWALKS (SEPTEMBER 2024)
- FINISH BUILDING (SEPTEMBER 2024)
- TOPSOIL, SEED AND MULCH. FINAL STABILIZATION, AND PROJECT COMPLETION. (OCTOBER 2024).

TRACKING PAD (TYP.)
REQUIRED AT ALL CONSTRUCTION
INGRESS / EGRESS ACCESS
POINTS. FULL WIDTH OF ACCESS.



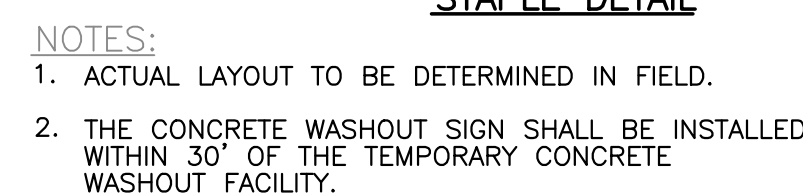
NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN	DATE	 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releeeinc.com	SHEET NO. 5
1	10/10/24	BDR	CITY RESUBMITTAL					CHECKED	02/2024		
								BDR	FILE		
								DESIGNED	5642037D		
								JGS	JOB NO.		
									5642037		

2405 W MASON REDEVELOPMENT
FOR GB REAL ESTATE INVESTMENTS, LLC
CITY OF GREEN BAY
BROWN COUNTY, WISCONSIN

EROSION CONTROL PLAN



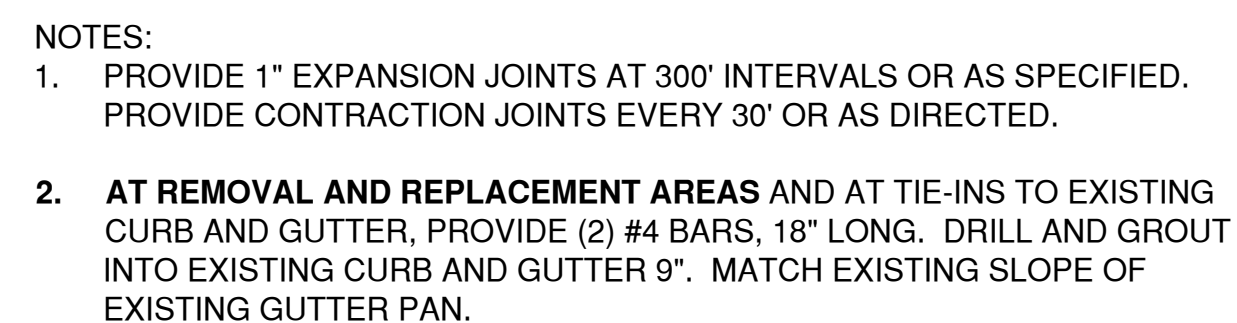
TYPE 'B' STORM INLET



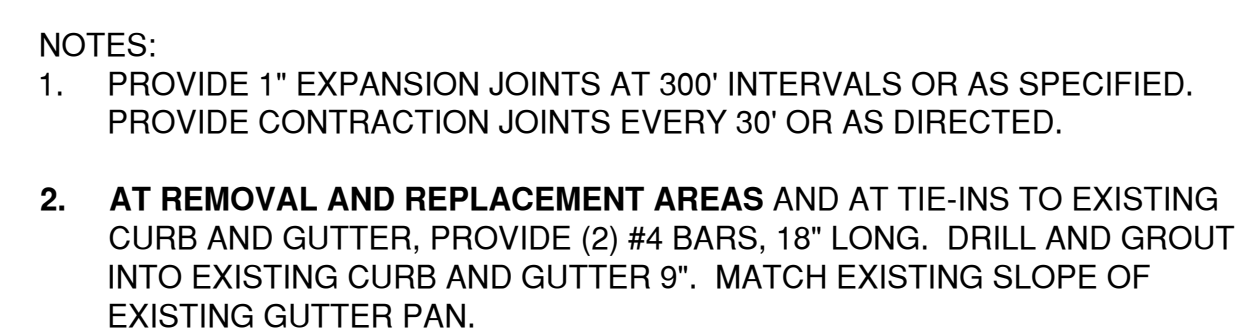
2405 W MASON REDEVELOPMENT
FOR GB REAL ESTATE INVESTMENTS, LLC
CITY OF GREEN BAY
BROWN COUNTY, WISCONSIN

MISCELLANEOUS DETAILS

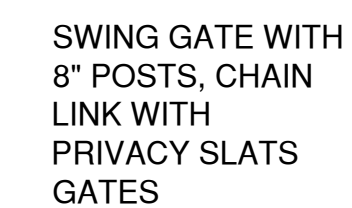
DATE 02/2024	 REL Robert E. Lee & Associates, Inc.	SHEET NO. 6
FILE 5642307.DET JOB NO. 620393		1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com



MOUNTABLE CURB AND GUTTER



MOUNTABLE SHEDDING CURB AND GUTTER

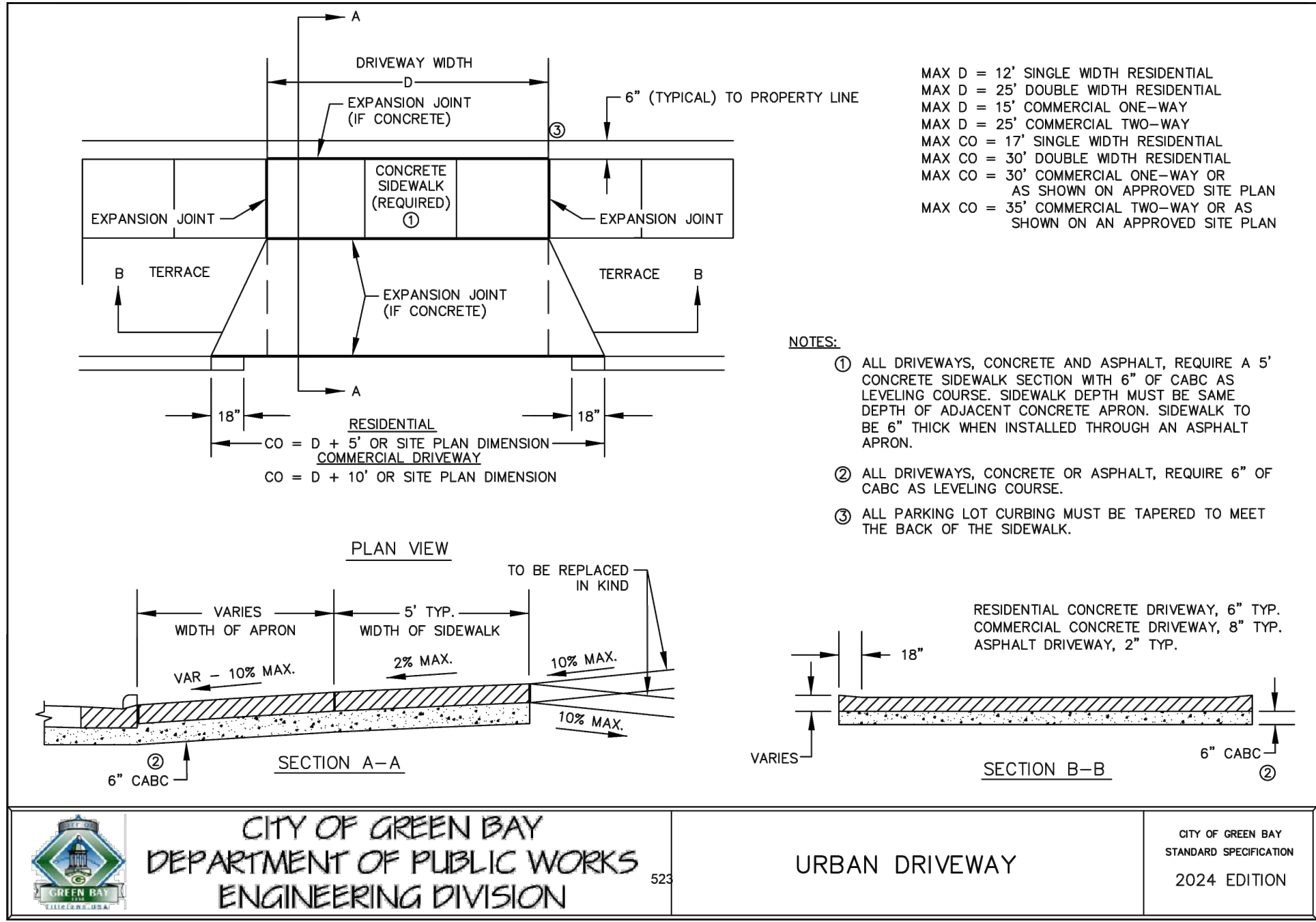
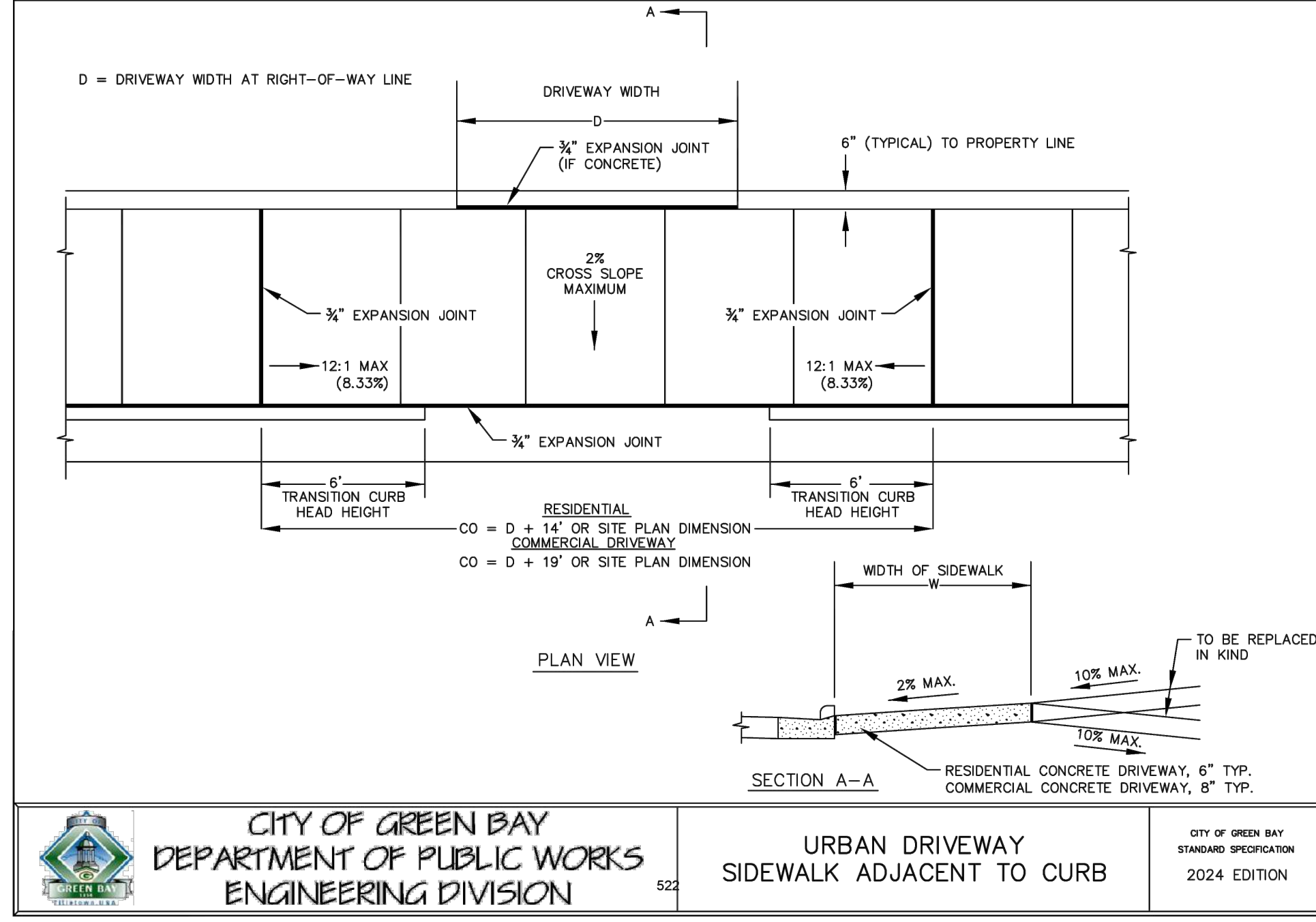
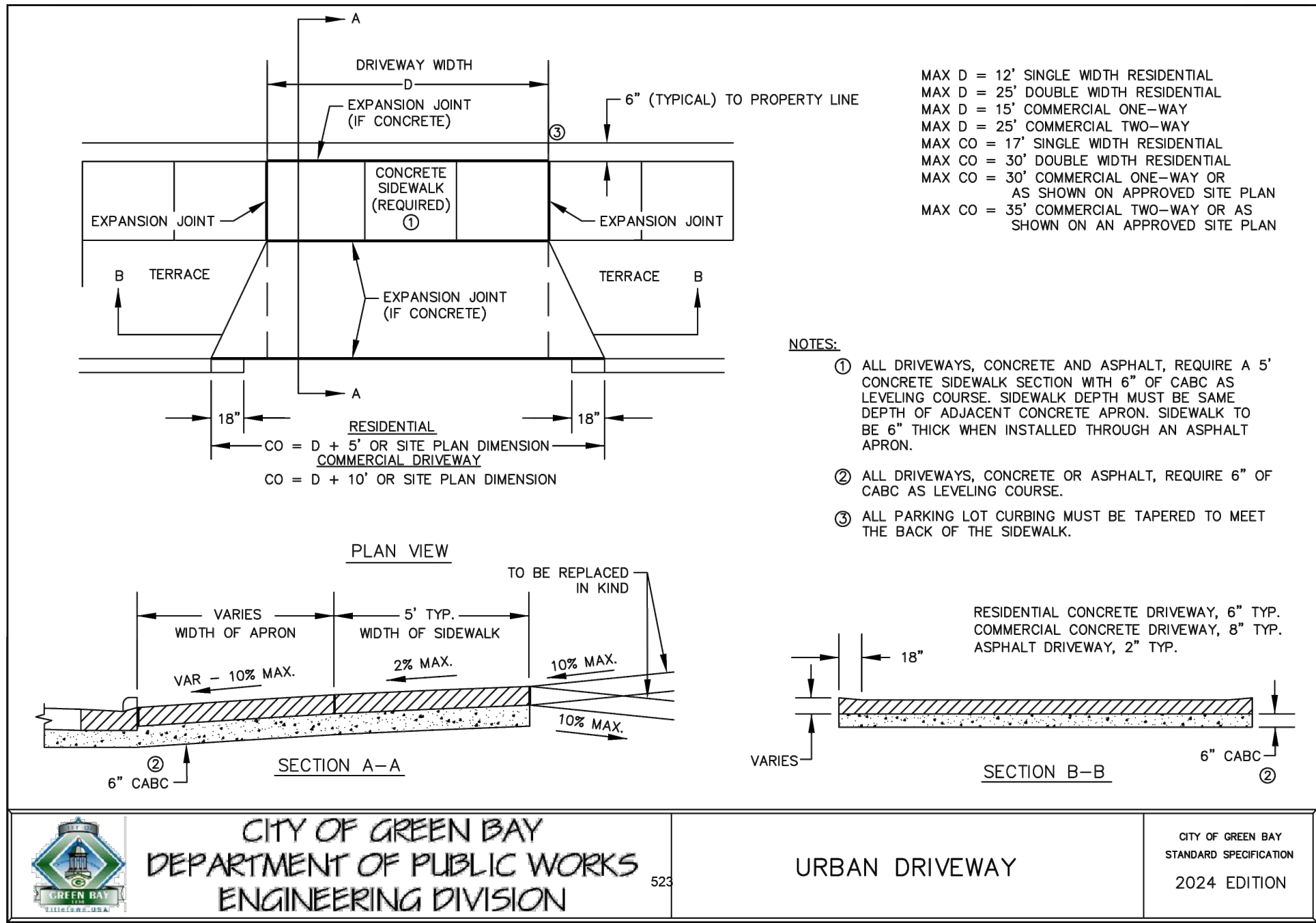


2405 W MASON REDEVELOPMENT
FOR GB REAL ESTATE INVESTMENTS, LLC
CITY OF GREEN BAY
BROWN COUNTY, WISCONSIN

MISCELLANEOUS DETAILS


REL Robert E. Lee
 & Associates, Inc.
 1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com

File: P:\3600\5642\37\46\5642037DET.dwg
Plot Date: Nov 27, 2024 - 11:35am
LAYOUT: DETAILS (3)



NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN
1	10/10/24	BDR	CITY RESUBMITTAL					KDC
								CHECKED
								BDR
								DESIGNED
								JGS

2405 W MASON REDEVELOPMENT
FOR GB REAL ESTATE INVESTMENTS, LLC
CITY OF GREEN BAY
BROWN COUNTY, WISCONSIN

MISCELLANEOUS DETAILS

DATE
02/2024
FILE
5642037DET
JOB NO.
5642037

REL Robert E. Lee
& Associates, Inc.
1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releinc.com

SHEET NO.
8

INLET PROTECTION DEVICES SHALL BE IN ACCORDANCE WITH
WDNR TECHNICAL STANDARD 1060, STORM DRAIN INLET
PROTECTION FOR CONSTRUCTION SITES.

WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED ON THE GEOTEXTILE FABRIC DOES NOT FALL INTO THE INLET. ANY MATERIAL FALLING INTO THE INLET SHALL BE REMOVED IMMEDIATELY.

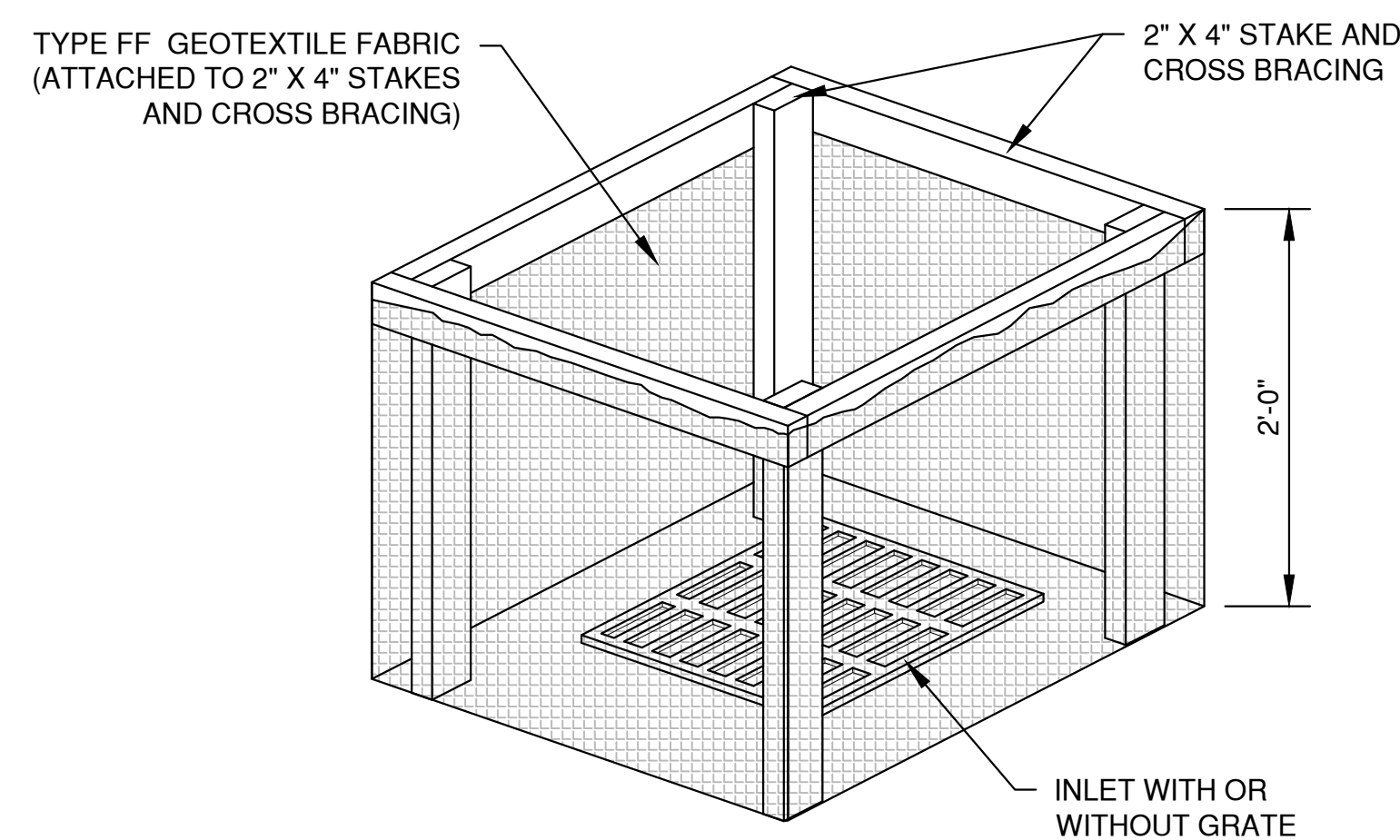
WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE FABRIC DOES NOT FALL INTO THE STRUCTURE. MATERIAL THAT HAS FALLEN INTO THE INLET SHALL BE IMMEDIATELY REMOVED.

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

TYPE "D"

TRIM EXCESS FABRIC IN THE FLOW LINE TO WITHIN 3" OF THE GRATE.

1. TAPER BOTTOM OF BAG TO MAINTAIN THREE INCHES OF CLEARANCE BETWEEN THE BAG AND THE STRUCTURE, MEASURED FROM THE BOTTOM OF THE OVERFLOW OPENINGS TO THE STRUCTURE WALL.
2. GEOTEXTILE FABRIC TYPE FF FOR FLAPS, TOP AND BOTTOM OF THE OUTSIDE OF FILTER BAG. FRONT, BACK AND BOTTOM OF FILTER BAG BEING ONE PIECE.
3. FRONT LIFTING FLAP IS TO BE USED WHEN REMOVING AND MAINTAINING FILTER BAG.
4. SIDE FLAPS SHALL BE A MAXIMUM OF TWO INCHES LONG. FOLD THE FABRIC OVER AND REINFORCE WITH MULTIPLE STITCHES.
5. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2" X 4". THE REBAR, STEEL PIPE, OR WOOD SHALL BE INSTALLED IN THE REAR FLAP AND SHALL NOT BLOCK THE TOP HALF OF THE CURB FACE OPENING.



TYPE FF GEOTEXTILE FABRIC
(EXTEND FABRIC A MINIMUM OF
10" AROUND GRATE PERIMETER
FOR MAINTENANCE OR
REMOVAL)

FLAP POCKET
SEE NOTE 5

WOOD 2" X 4" EXTENDS 8" BEYOND
GRATE WIDTH ON BOTH SIDES,
LENGTH VARIES. SECURE TO
GRATE WITH PLASTIC TIES.

TYPE FF GEOTEXTILE FABRIC
(EXTEND FABRIC A MINIMUM OF
10" AROUND GRATE PERIMETER
FOR MAINTENANCE OR
REMOVAL)

LAYOUT: 1 INLET PROTECTION

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN	2405 W MASON REDEVELOPMENT FOR GB REAL ESTATE INVESTMENTS, LLC CITY OF GREEN BAY BROWN COUNTY, WISCONSIN	EROSION CONTROL INLET PROTECTION TYPES A, B, C AND D	DATE	 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com	SHEET NO.
1	10/10/24	BDR	CITY RESUBMITTAL					CHECKED			02/2024		9
								YES			FILE		
								DESIGNED			564203/EC		
								BDS			JOB NO.		
									164201				

1. TAPER BOTTOM OF BAG TO MAINTAIN THREE INCHES OF CLEARANCE BETWEEN THE BAG AND THE STRUCTURE, MEASURED FROM THE BOTTOM OF THE OVERFLOW OPENINGS TO THE STRUCTURE WALL.
2. GEOTEXTILE FABRIC TYPE FF FOR FLAPS AND TOP HALF OF FILTER BAG. GEOTEXTILE FABRIC TYPE HR FOR BOTTOM HALF OF FILTER BAG. FRONT, BACK AND BOTTOM OF FILTER BAG BEING ONE PIECE.
3. FRONT LIFTING FLAP IS TO BE USED WHEN REMOVING AND MAINTAINING FILTER BAG.
4. SIDE FLAPS SHALL BE A MAXIMUM OF TWO INCHES LONG. FOLD THE FABRIC OVER AND REINFORCE WITH MULTIPLE STITCHES.
5. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2" X 4". THE REBAR, STEEL PIPE, OR WOOD SHALL BE INSTALLED IN THE REAR FLAP AND SHALL NOT BLOCK THE TOP HALF OF THE CURB FACE OPENING.

WHEN REMOVING OR MAINTAINING INLET PROTECTION, CARE SHALL BE TAKEN SO THAT THE SEDIMENT TRAPPED IN THE FABRIC DOES NOT FALL INTO THE STRUCTURE. MATERIAL THAT HAS FALLEN INTO THE INLET SHALL BE IMMEDIATELY REMOVED.



1. TAPER BOTTOM OF BAG TO MAINTAIN THREE INCHES OF CLEARANCE BETWEEN THE BAG AND THE STRUCTURE, MEASURED FROM THE BOTTOM OF THE OVERFLOW OPENINGS TO THE STRUCTURE WALL.
2. GEOTEXTILE FABRIC TYPE FF FOR FLAPS, TOP AND BOTTOM OF OUTSIDE OF FILTER BAG. FRONT, BACK AND BOTTOM OF FILTER BAG BEING ONE PIECE.
3. FRONT LIFTING FLAP IS TO BE USED WHEN REMOVING AND MAINTAINING FILTER BAG.
4. SIDE FLAPS SHALL BE A MAXIMUM OF TWO INCHES LONG. FOLD THE FABRIC OVER AND REINFORCE WITH MULTIPLE STITCHES.
5. FLAP POCKETS SHALL BE LARGE ENOUGH TO ACCEPT WOOD 2" X 4". THE REBAR, STEEL PIPE, OR WOOD SHALL BE INSTALLED IN THE REAR FLAP AND SHALL NOT BLOCK THE TOP HALF OF THE CURB FACE OPENING.

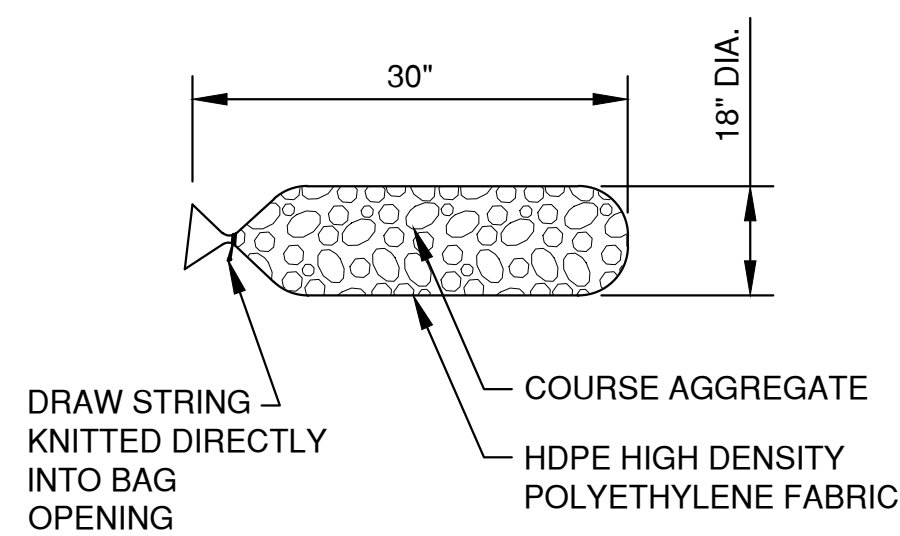


EXPOSED SOIL TEXTURE	EXPOSED SOIL PARTICLE DIAMETER (Average) (mm)	FILTER FABRIC TYPE*	RECOMMENDED INLET PROTECTION DEVICE TYPE
COARSE (SAND)	≥0.0625	FF	D, D-M
MEDIUM (SILT LOAM)	0.0624 - 0.005	DF	D, D-M
FINE (CLAY)	≤ 0.004	R	D-M
		HR	D-HR

** FOLLOW DESIGN CRITERIA OF WDNR TECHNICAL STANDARD 1060

[illegible]

File: P:\3600\5642\5642037.dwg, 5642037C.dwg
Plot Date: Nov 07, 2024 - 11:35am
3. DITCH CHECKS
LAYOUT:



FILTER BAG DETAIL

NOTES:

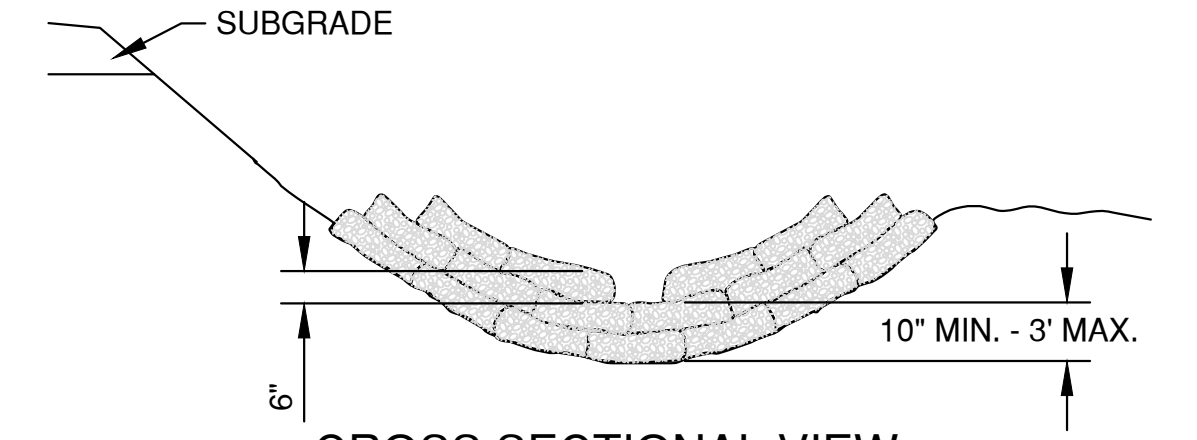
1. 18" X 30" ROCK FILLED FILTER BAG SHALL BE COMPRISED OF THE FOLLOWING:

HDPE HIGH DENSITY POLYETHYLENE
HDPE HIGH DENSITY POLYETHYLENE DRAW STRING KNITTED DIRECTLY INTO BAG OPENING.
80% FABRIC CLOSURE WITH APPARENT OPENING SIZE NO LARGER THAN 1/8" X 1/8"
ROLLED SEAM USING A MINIMUM OF 480 DENIER POLYESTER SEWING YARN FOR STRENGTH AND DURABILITY.

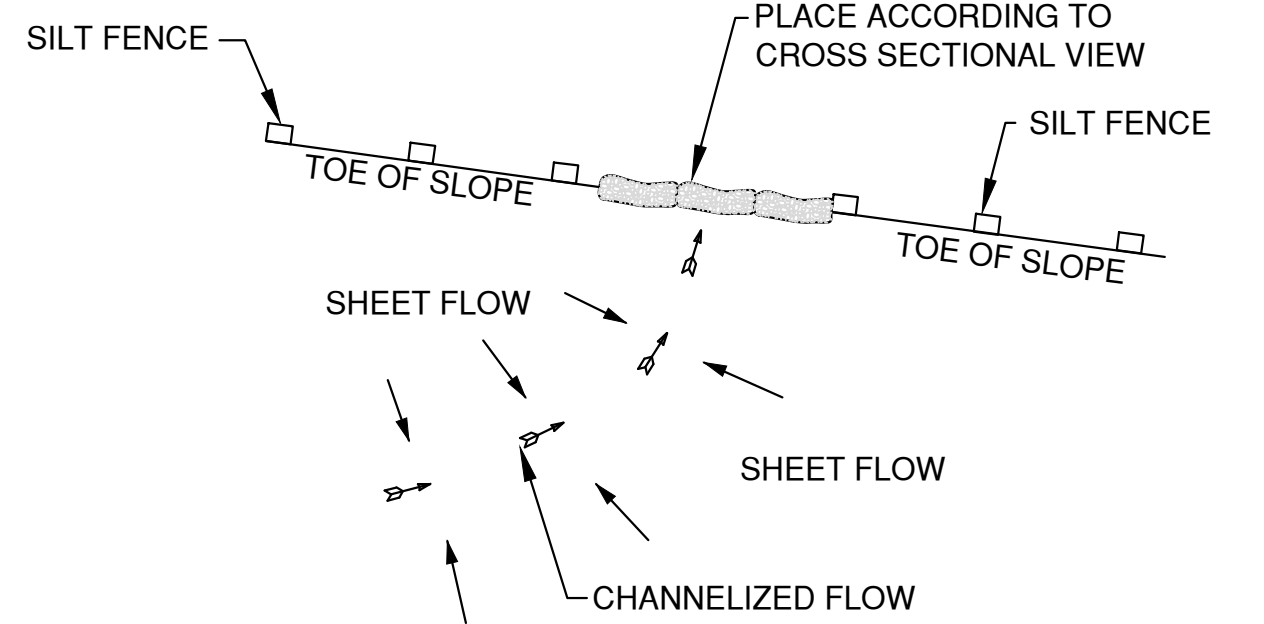
2. USE WELL GRADED COURSE AGGREGATE CONFORMING TO THE FOLLOWING GRADATION REQUIREMENTS

SIEVE SIZE	SIZE NO. AASHTO No. 67 (1)
2 INCH (50 mm)	-
1 1/2 INCH (37.5mm)	-
1 INCH (25.0 mm)	100
3/4 INCH (19.0mm)	90-100
3/8 INCH (9.5mm)	20-55
No. 4 (4.75mm)	0-10
No. 8 (2.36mm)	0-5

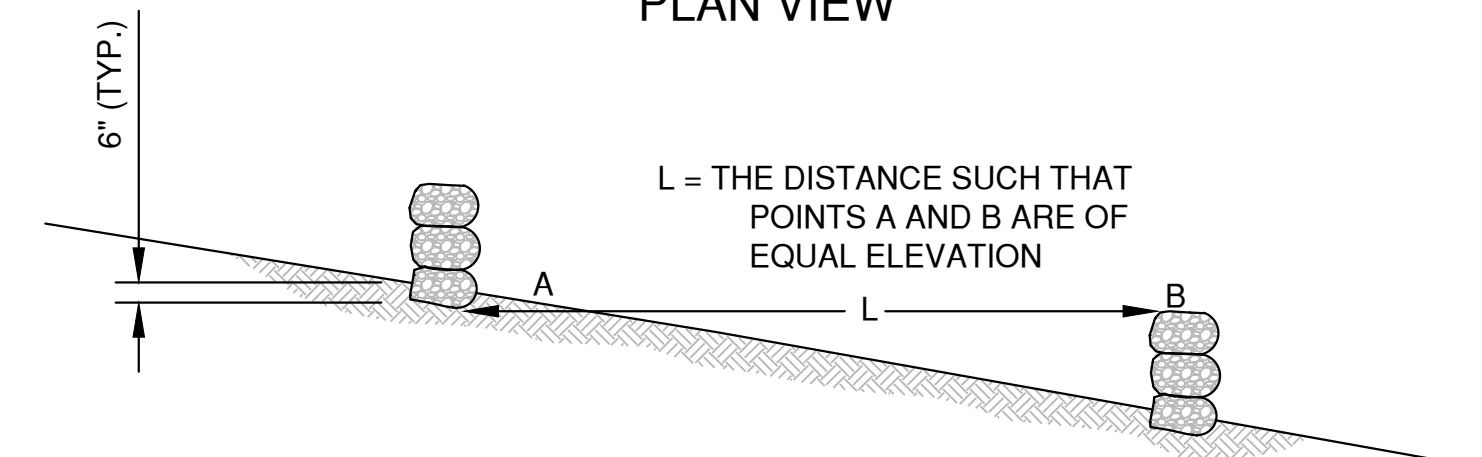
(1) SIZE No. ACCORDING TO AASHTO M 43



CROSS SECTIONAL VIEW



PLAN VIEW



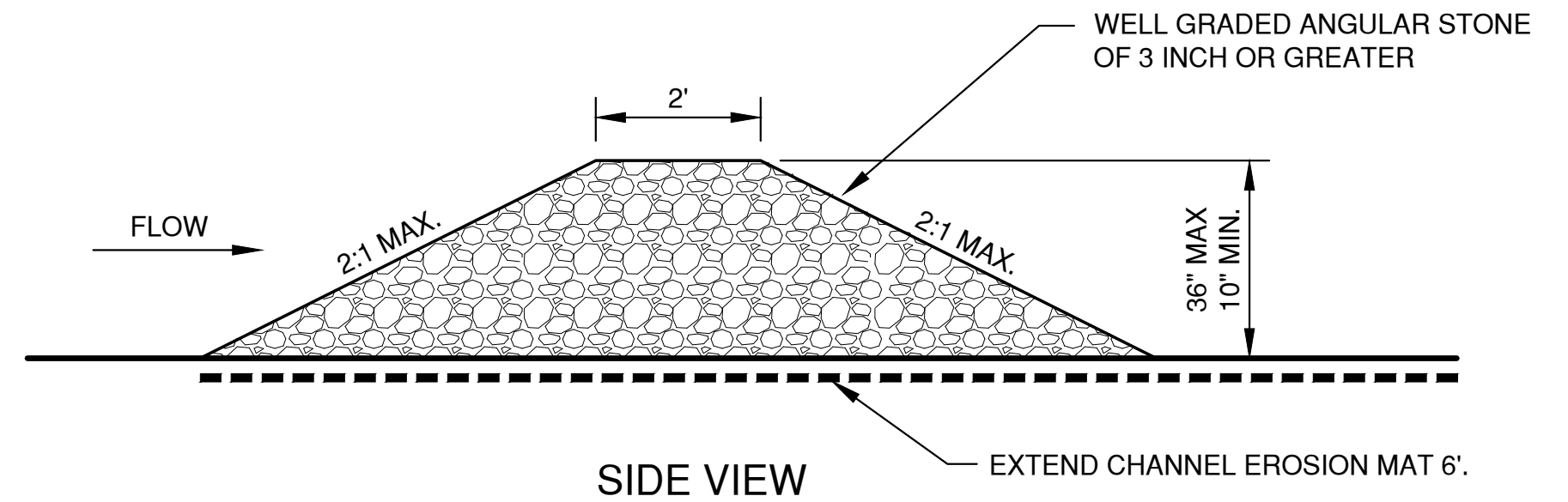
SIDE VIEW

DITCH CHECK DETAIL

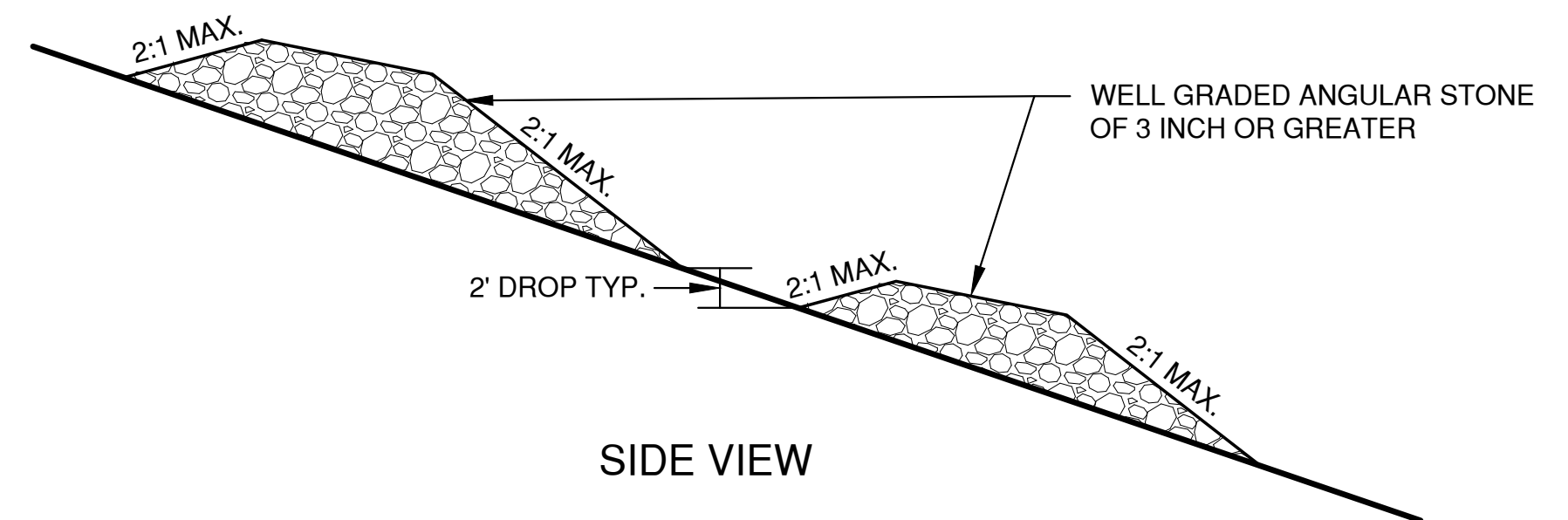
ROCK FILLED EROSION CONTROL BAGS

DITCH CHECK GENERAL NOTES:

1. DITCH CHECKS SHALL BE CONSTRUCTED IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1062.
2. AT A MINIMUM, INSTALL ONE DITCH CHECK FOR EVERY 2 FEET OF VERTICAL DROP.
3. DITCH CHECKS SHALL BE PLACED SUCH THAT THE RESULTING PONDING WILL NOT CAUSE AN INCONVENIENCE OR DAMAGE TO ADJACENT AREAS.



SIDE VIEW

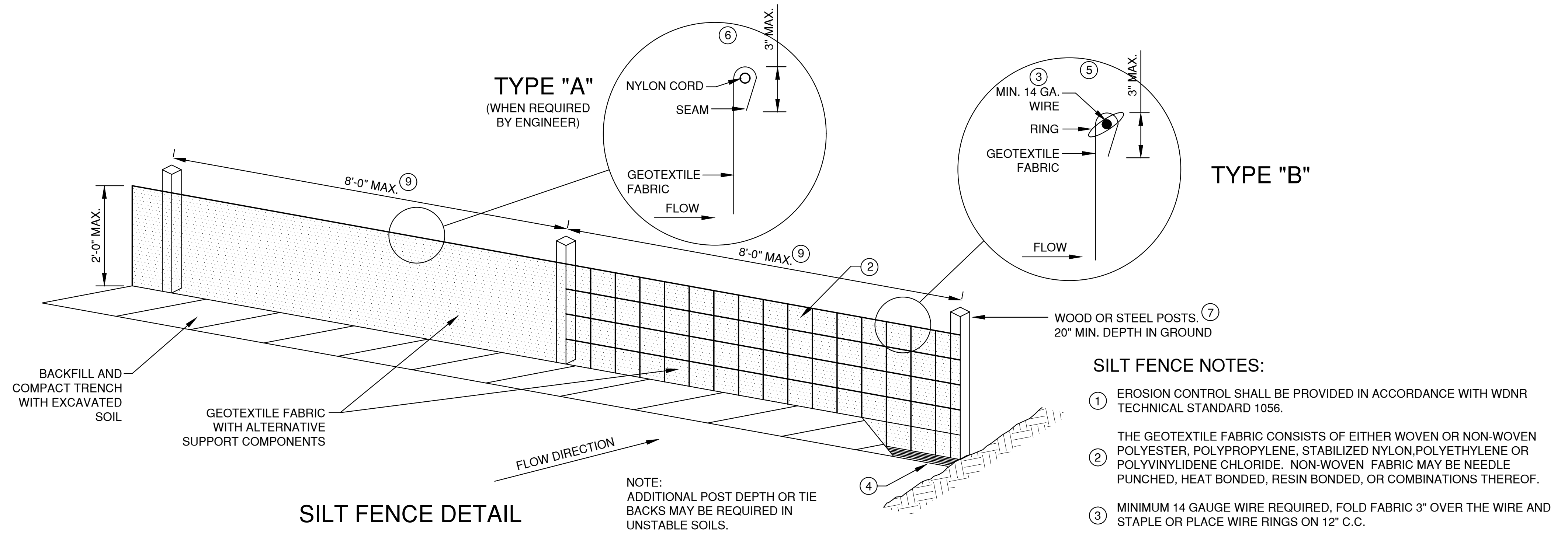


SIDE VIEW

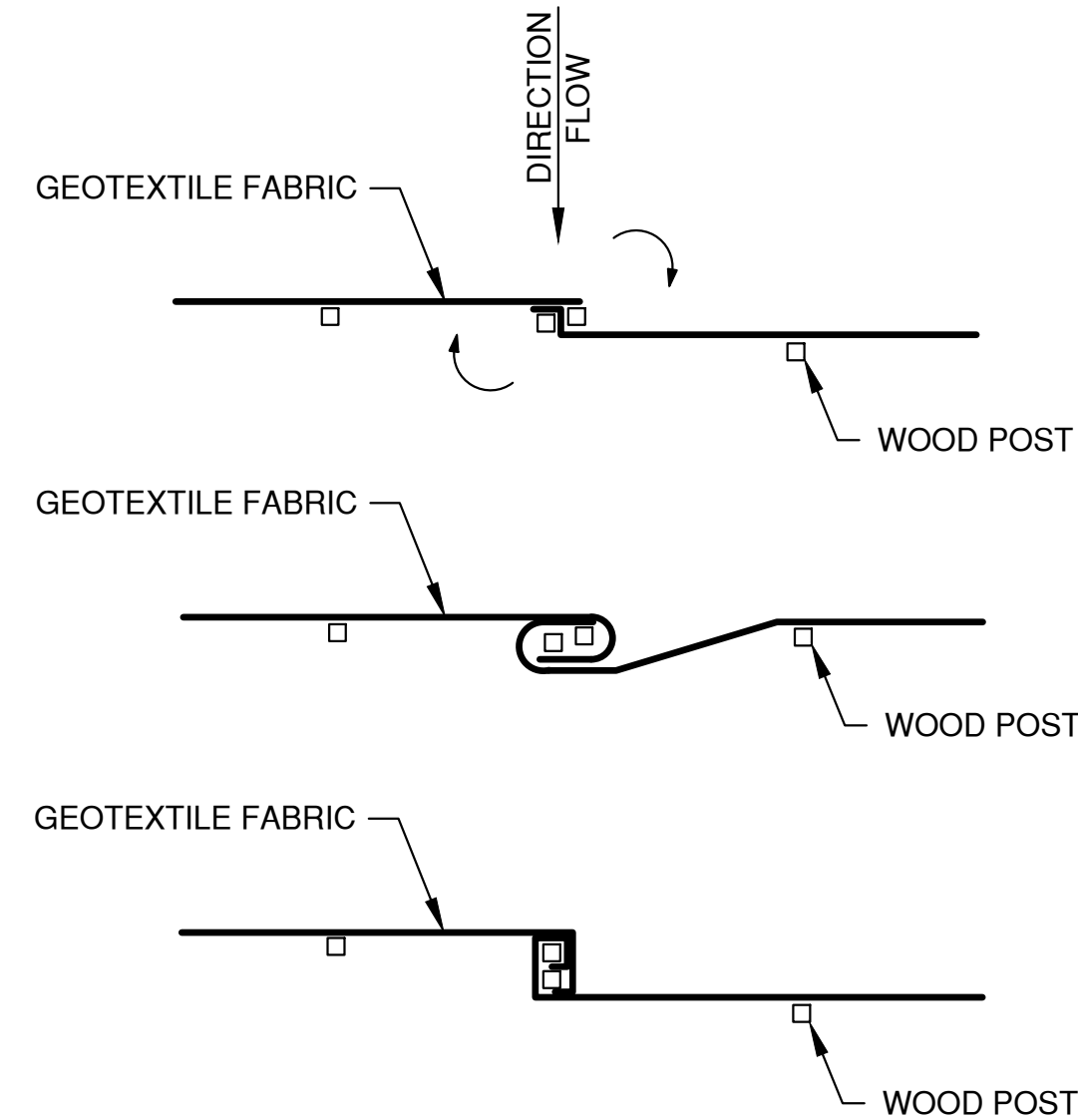
TEMPORARY DITCH CHECK USING STONE

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN KDC	2405 W MASON REDEVELOPMENT FOR GB REAL ESTATE INVESTMENTS, LLC CITY OF GREEN BAY BROWN COUNTY, WISCONSIN	EROSION CONTROL DITCH CHECK DETAILS	DATE 02/2024	 Robert E. Lee & Associates, Inc. 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com	SHEET NO. 11
1	10/10/24	BDR	CITY RESUBMITTAL					CHECKED JGS			FILE 5642037EC		
								DESIGNED BDR			JOB NO. 5642037		

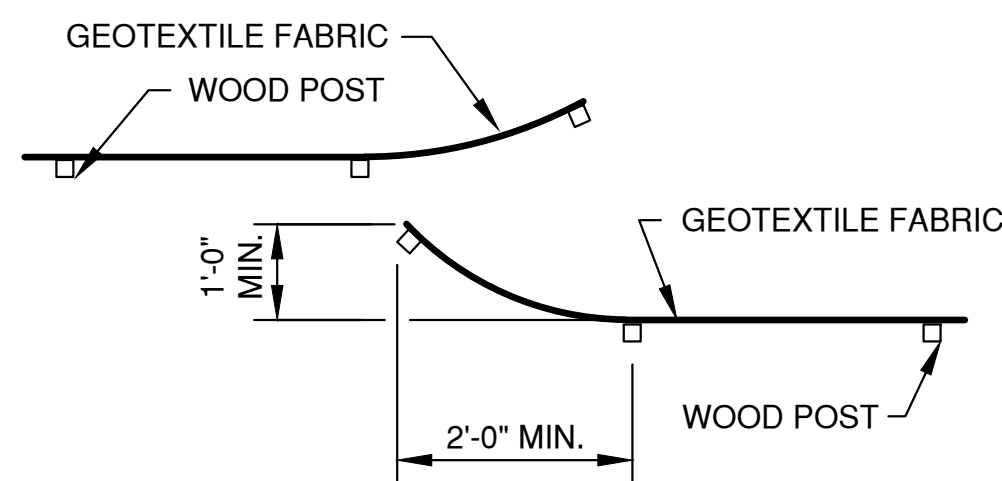
File: R:\3600\5642\56420377.dwg 56420377.dwg
Plot Date: Nov 07, 2024 11:35am
LAYOUT: 4 SHEET FLOW



SILT FENCE DETAIL

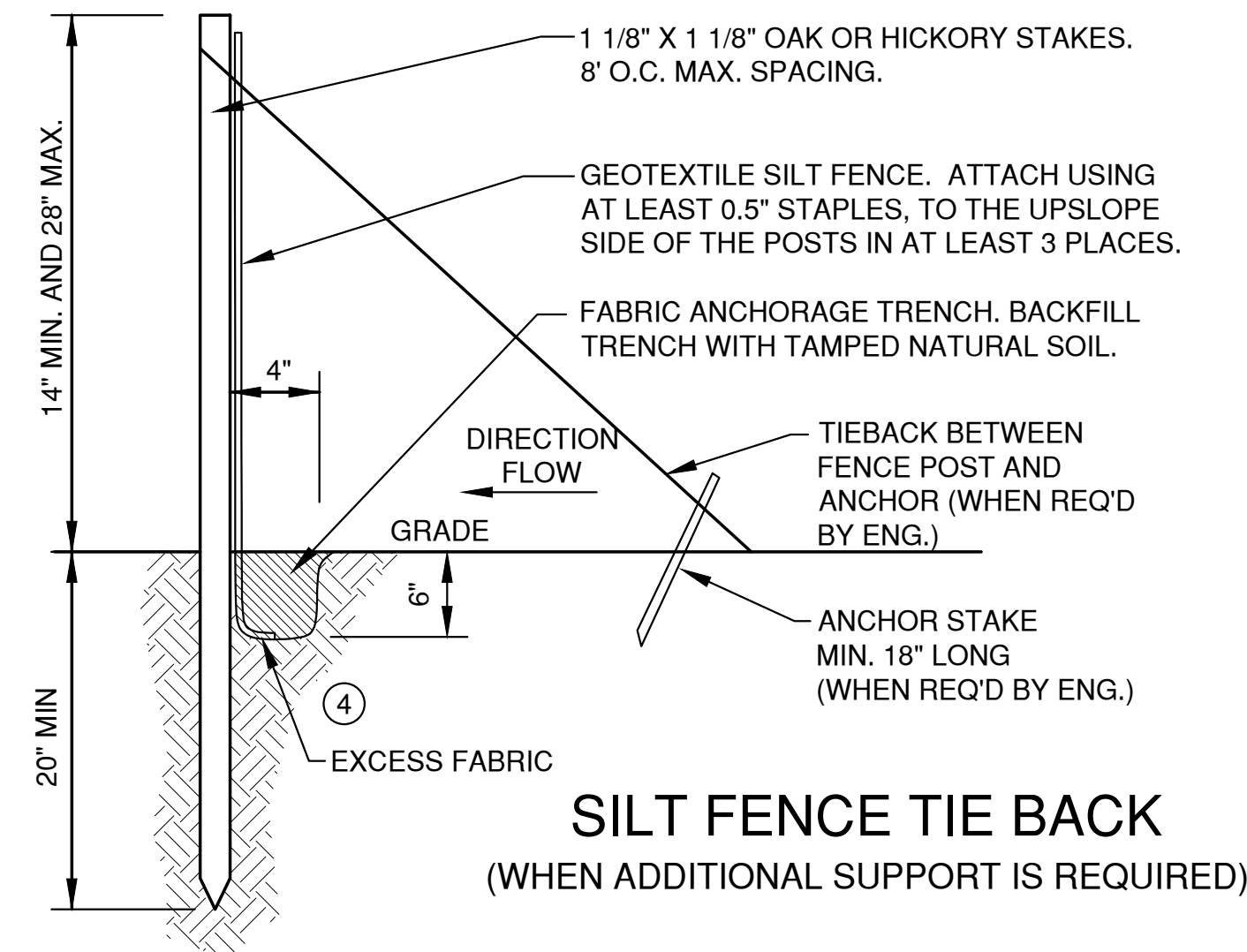


TWIST METHOD ⑧



HOOK METHOD ⑧

JOINING TWO LENGTHS OF SILT FENCE



SILT FENCE TIE BACK
(WHEN ADDITIONAL SUPPORT IS REQUIRED)

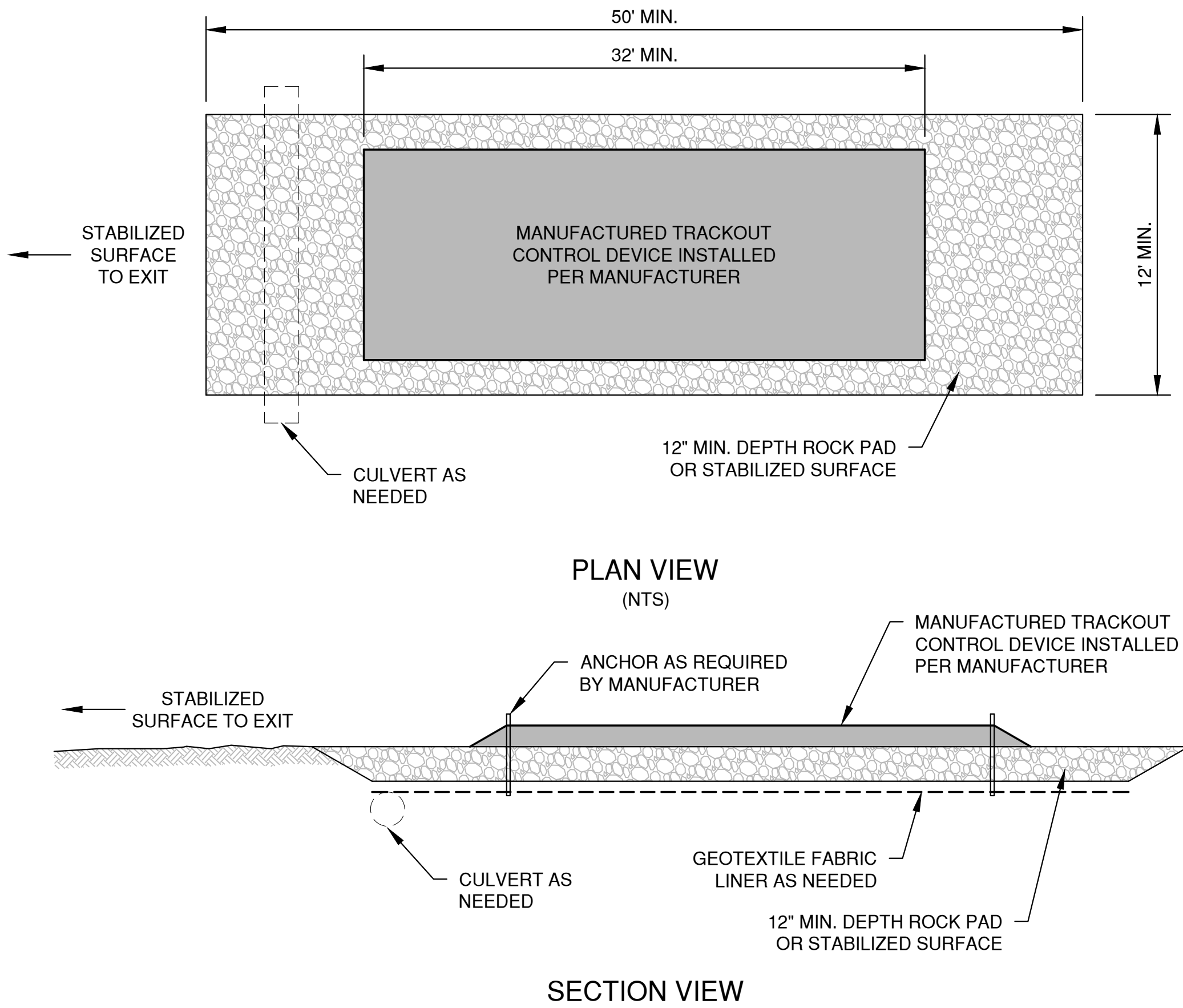
EROSION CONTROL SHEET FLOW NOTES:

1. ANY SOIL STOCKPILED THAT REMAINS FOR MORE THAN 7 DAYS, SHALL BE COVERED OR TREATED WITH STABILIZATION PRACTICES SUCH AS TEMPORARY OR PERMANENT SEEDING AND MULCHING.
2. A MINIMUM OF 4" OF TOPSOIL MUST BE APPLIED TO ALL AREAS TO BE SEEDDED OR SODDED.
3. ALL WASTE AND UNUSED BUILDING MATERIALS (INCLUDING GARBAGE, DEBRIS, CLEANING WASTES, WASTEWATER, TOXIC MATERIALS, OR HAZARDOUS MATERIALS) SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO BE CARRIED OFF-SITE BY RUNOFF OR WIND.
4. 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 DAY. **FLUSHING SHALL NOT BE ALLOWED.**
5. ANY SOIL EROSION THAT OCCURS AFTER FINAL GRADING AND/OR THE APPLICATION OF STABILIZATION MEASURES MUST BE REPAIRED AND THE STABILIZATION WORK REDONE.
6. FOR ANY DISTURBED AREA THAT REMAINS INACTIVE FOR GREATER THAN 7 WORKING DAYS, OR WHERE GRADING WORK EXTENDS BEYOND THE PERMANENT SEEDING DEADLINES, THE SITE MUST BE TREATED WITH TEMPORARY STABILIZATION MEASURES SUCH AS SOIL TREATMENT, TEMPORARY SEEDING AND/OR MULCHING.
7. ALL TEMPORARY EROSION CONTROL PRACTICES SHALL BE MAINTAINED UNTIL THE SITE IS STABILIZED WITH 70% VEGETATION AND A NOTICE OF TERMINATION HAS BEEN APPROVED BY THE WDNR.
8. WIND EROSION SHALL BE KEPT TO A MINIMUM DURING CONSTRUCTION. WATERING, MULCH OR A TACKING AGENT MAY NEED TO BE UTILIZED TO PROTECT NEARBY RESIDENCES/WATER RESOURCES.
9. CONTRACTOR IS RESPONSIBLE FOR MAINTAINING ALL THE EROSION CONTROL MEASURES IN CONFORMANCE WITH THE WDNR CONSERVATION PRACTICE STANDARDS LATEST EDITION.
10. UPON COMPLETION OF STORM INLET CONSTRUCTION, INSTALL STORM DRAIN INLET PROTECTION FOR CONSTRUCTION SITE AS SPECIFIED.
11. FINE SEDIMENT ACCUMULATIONS SHALL BE CLEANED FROM STREETS, PRIVATE DRIVES, OR PARKING AREAS BY MANUAL OR MECHANICAL SWEEPING A MINIMUM OF ONCE A WEEK AND BEFORE ALL IMMINENT RAINS
12. EROSION AND SEDIMENT CONTROL STRUCTURES SHALL BE INSPECTED WEEKLY AND WITHIN 24 HOURS OF RAINFALL OF 0.5" OR MORE.

NO.	DATE	APPROV.	REVISION	NO.	DATE	APPROV.	REVISION	DRAWN KDC	2405 W MASON REDEVELOPMENT FOR GB REAL ESTATE INVESTMENTS, LLC CITY OF GREEN BAY BROWN COUNTY, WISCONSIN	EROSION CONTROL SHEET FLOW DETAILS	DATE 02/2024	FILE 5642037EC	JOB NO. 5642037	Robert E. Lee & Associates, Inc. 1250 Centennial Centre Blvd Hobart, WI 920-662-9641 releinc.com	SHEET NO. 12
1	10/10/24	BDR	CITY RESUBMITTAL					CHECKED JGS							
								DESIGNED BDR							

File: P:\3600\564\3642037.dwg, 5642037C.dwg, 5642037C.dwg
Plot Date: Nov 27, 2024, 11:35am
LAYOUT: 5_TRACKOUT

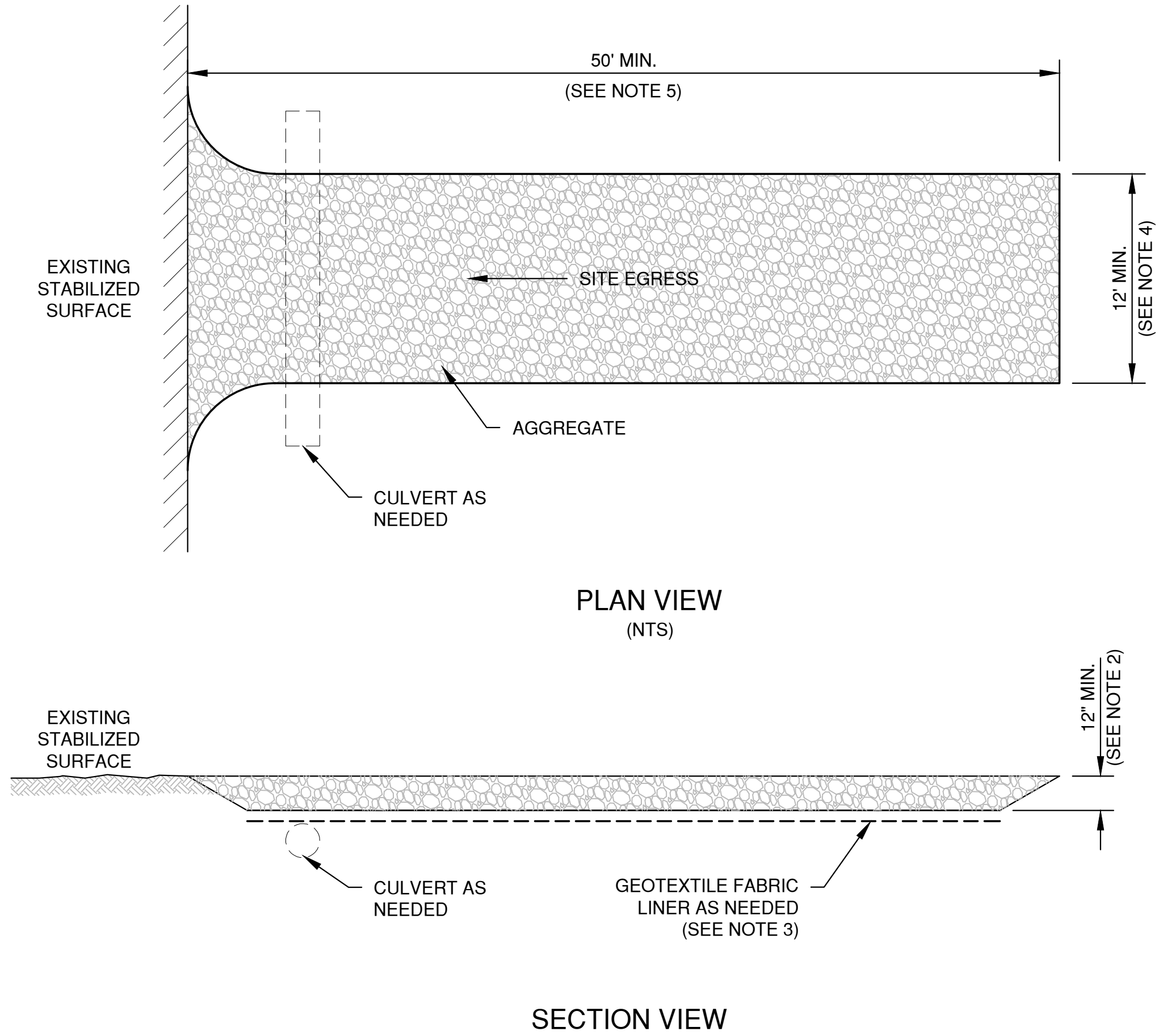
* TRACKOUT CONTROL TO BE PROVIDED PER DETAILS BELOW AND IN ACCORDANCE WITH WDNR TECHNICAL STANDARD 1057



NOTES:

1. THIS DETAIL IS PROVIDED AS AN EXAMPLE. COMPLY WITH MANUFACTURER'S SPECIFICATIONS WHILE ALSO MEETING THE MINIMUM MANUFACTURED TRACKING PAD LENGTH AND WIDTH DESCRIBED IN THIS TECHNICAL STANDARD.
2. INSTALL SUCH THAT RUNOFF FLOWS TO AN APPROVED TREATMENT PRACTICE.
3. A THINNER STONE LAYER OR OTHER STABLE SURFACE MAY BE ACCEPTABLE SUCH THAT RUTTING IS MINIMIZED AS VEHICLES MOUNT OR DISMOUNT FROM THE MANUFACTURERS TRACKOUT CONTROL DEVICE.
4. SELECT FABRIC TYPE BASED ON SOIL CONDITIONS AND VEHICLES LOADING.
5. DIRECT ALL EXISTING VEHICLES OVER MANUFACTURED TRACKOUT CONTROL DEVICE. STONE TRACKING PAD INSTALLATION ACROSS REMAINING ACCESS WIDTH IS RECOMMENDED. A 12' MINIMUM CAN BE USED WHEN EXITING TRAFFIC IS RESTRICTED TO A DEDICATED EGRESS LANE.
6. IF MINIMUM INSTALLATION LENGTH IS NOT POSSIBLE DUE TO SITE GEOMETRY, INSTALL THE MAXIMUM LENGTH PRACTICABLE AND SUPPLEMENT WITH ADDITIONAL PRACTICES AS NEEDED.
7. ACCOMMODATE EXITING VEHICLES IN EXCESS OF MANUFACTURED TRACKOUT CONTROL DEVICE WEIGHT CAPACITY WITH OTHER TREATMENT PRACTICES.

MANUFACTURED TRACKOUT CONTROL DETAIL

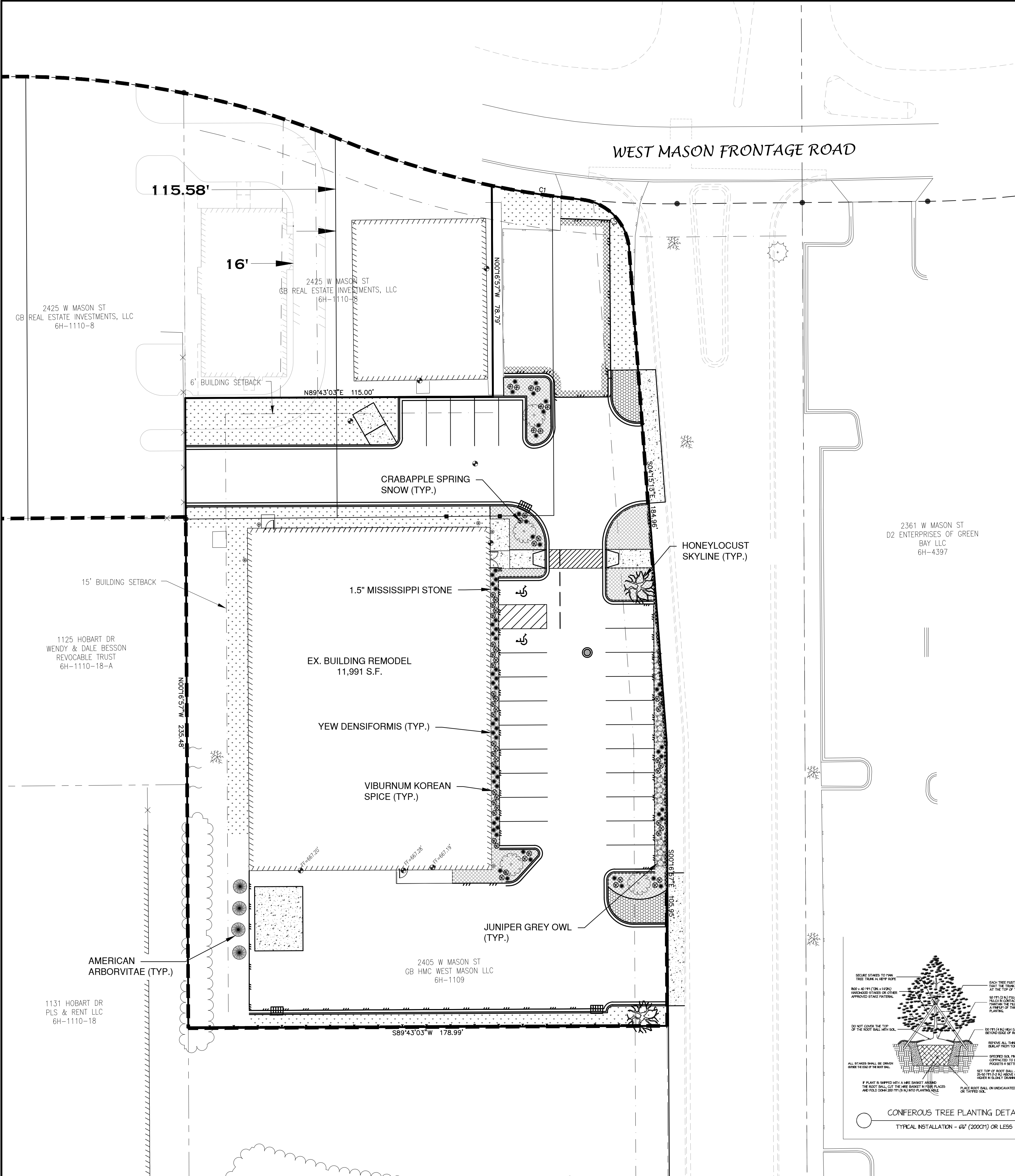


NOTES:

1. USE HARD, DURABLE, ANGULAR STONE OR RECYCLED CONCRETE, MEETING THE FOLLOWING GRADATION:

SIEVE SIZE:	PERCENT BY WEIGHT PASSING:
3"	100
2 1/2"	90-100
1 1/2"	25-60
3/4"	0-20
3/8"	0-5
2. SLOPE THE STONE TRACKING PAD IN A MANNER TO DIRECT RUNOFF TO AN APPROVED TREATMENT PRACTICE.
3. SELECT FABRIC TYPE BASED ON SOIL CONDITIONS AND VEHICLES LOADING.
4. INSTALL TRACKING PAD ACROSS FULL WIDTH OF THE ACCESS POINT, OR RESTRICT EXISTING TRAFFIC TO A DEDICATED EGRESS LANE AT LEAST 12 FEET WIDE ACROSS THE TOP OF THE PAD.
5. IF A 50' PAD LENGTH IS NOT POSSIBLE DUE TO SITE GEOMETRY, INSTALL THE MAXIMUM LENGTH PRACTICABLE AND SUPPLEMENT WITH ADDITIONAL PRACTICES AS NEEDED.

STONE TRACKING PAD DETAIL



TREE LEGEND

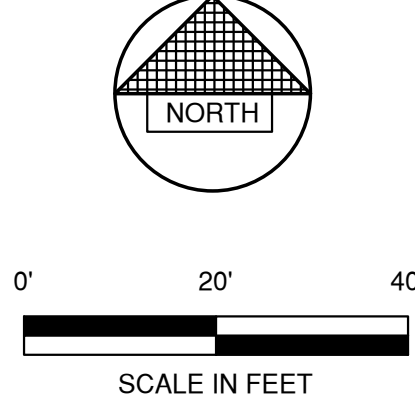
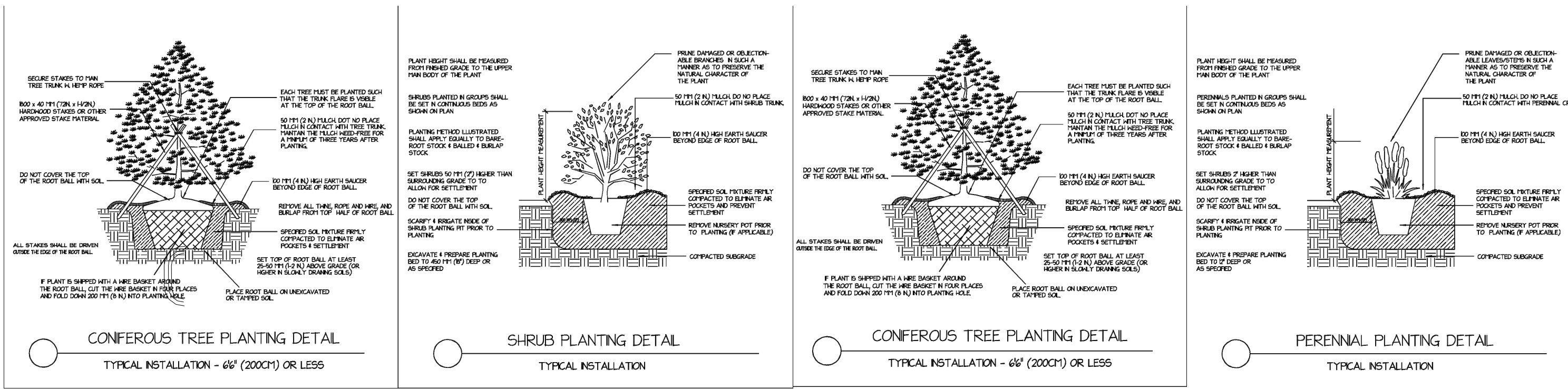
SYMBOL	COMMON NAME	LATIN NAME	PLANT SIZE	QUANTITY
	HONEYLOCUST 'SKYLINE'	GLEDITSIA TRIACANTHOS F. INERMIS 'SKYCOLE'	2.5"	2
	CRABAPPLE 'SPRING SNOW'	MALUS 'SPRING SNOW'	1.5"	4
	AMERICAN ARBORVITAE	THUJA OCCIDENTALIS	6' TALL	4

SHRUBS LEGEND

SYMBOL	COMMON NAME	LATIN NAME	PLANT SIZE	QUANTITY
	YEW 'DENSIFORMIS'	TAXUS X MEDIA 'DENSIFORMUS'	18" - 24"	59
	JUNIPER 'GREY OWL'	JUNIPERUS VIRGINIANA 'GREY OWL'	18" - 24"	12
	VIBURNUM 'KOREAN SPICE'	VIBURNUM CARLESII	18" - 24"	56

TREE / PLANTING MAINTENANCE

MAINTAIN TREES AND PLANTINGS BY PRUNING, CULTIVATING, WATERING, WEEDING, FERTILIZING, RESTORING PLANTING SAUCERS, ADJUSTING AND REPAIRING, AND RESETTling TO PROPER GRADES OR VERTICAL POSITION, AS REQUIRED TO ESTABLISH HEALTH, VIABLE PLANTINGS. SPRAY OR TREAT AS REQUIRED TO KEEP TREES AND SHRUBS FREE OF INSECTS AND DISEASE.



ZONING ORDINANCE NO. 28-24

**AN ORDINANCE AMENDING THE
SOUTHWEST WOODS SUBDIVISION
PLANNED UNIT DEVELOPMENT DISTRICT
(ZP 24-45)**

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

SECTION 1. Section 44-30, Green Bay Municipal Code, together with the zoning map referred to therein, is hereby amended by establishing a Planned Unit Development District on the following described property (as shown on Exhibit A - Location Map):

2405 W. Mason Street, Parcel number 6H-~~1109~~4459: Part of Lot 1, Southwest Woods, located in Lot 14, Section 29, Township 24 North, Range 20 East, City of Green Bay, Brown County, Wisconsin more fully described as follows:

Beginning at the southwest corner of said Lot 1; thence N00°16'57"W, 190.26 feet on the west line of said Lot 1; thence N89°26'03"E, 137.58 feet; thence N00°16'57"W, 119.36 feet to the south right of way of West Mason Frontage Road; thence 10.84 feet on the arc of a 325.00 foot radius curve to the left, having a long chord which bears S83°16'41.5"E, 10.83 feet on said south right of way; thence 27.92 feet on the arc of a 20.00 foot radius curve to the right, having a long chord which bears S44°14'36.5"E, 25.71 feet on said south right of way to the west right of way of Hinkle Street; thence S04°15'13"E, 184.96 feet on said west right of way; thence S00°16'57"E, 105.95 feet on said west right of way to the southeast corner of said Lot 1; thence S89°43'03"W, 178.99 feet on the south line of said Lot 1 to the Point of Beginning.

Said parcel contains 37,522 Square Feet (0.861 Acres) of land more or less.

~~Lot 2, Certified Survey Map No. 9023, Document No. 2851838; said map being part of Lot 14, Section 29, Township 24 North, Range 20 East, City of Green Bay, West side of Fox River, Brown County, Wisconsin. Area contains 102,087 square feet / 2.344 acres more or less.~~

0 W. Mason Street, Parcel number 6H-1109-2: Outlot 1, Certified Survey Map No. 9023, Document No. 2851838; said map being part of Lot 14, Section 29, Township 24 North, Range 20 East, City of Green Bay, West side of Fox River, Brown County, Wisconsin. Area contains 104,429 square feet / 2.397 acres more or less.

0 Ninth Street, Parcel number 6H-1089: Part of Lots 7 and 8, Section 28, Township 24 North, Range 20 East, Except Streets and Part of Vacated Street described in Jacket 10917, Image 37 and Except 27539 Image 44, City of Green Bay, West side of Fox River, Brown County, Wisconsin.

Commencing at the Southwest corner of Section 28, Township 24 North, Range 20 East; thence North 0°28'07" West, 1319.89 feet along the West line of said Section 28, to the point of beginning; thence North 1° 09'07" West, 692.59 feet along said West line; thence North 88° 42'50" East, 1169.26 feet along the North line of Lot 7; thence South 1° 16'50" East, 893.50 feet to the North line of Beaver Dam Creek Conservancy Area; thence South 41° 38'48" West, 205.37 feet along said Conservancy; thence 462.67 feet along the arc of a 1659.12 foot radius curve to the right whose long chord bears South 49° 44'04" West, 461.17 feet along said Conservancy; thence North 34° 00'47" West, 179.59 feet; thence 289.27 feet along the arc of a 495.00 foot radius curve to the right whose long chord bears North 17° 14'27" West, 285.18 feet; thence North 0° 28'07" West, 214.66 feet; thence South 88° 52'53" West, 500.00 feet to the point of beginning. Area contains 722,094 square feet / 16.577 acres more or less.

0 Ninth Street, Parcel number 6H-1091: That part of Lots 9 and 10, Section 28 Township 24 North, Range 20 East, Lying Northerly of Beaver Dam Creek Conservancy Area, EXCEPT Volume 781 of Records Page 471 and EXCEPT Jacket 27639 Image 44, City of Green Bay, West of Fox River, Brown County, Wisconsin.

Commencing at the Southwest corner of Section 28, Township 24 North, Range 20 East; thence North 0°28'07" West, 1319.89 feet along the West line of said Section 28, to the point of beginning; thence North 1° 09'07" West, 692.59 feet along said West line; thence North 88° 42'50" East, 1169.26 feet along the North line of Lot 7; thence South 1° 16'50" East, 893.50 feet to the North line of Beaver Dam Creek Conservancy Area; thence South 41° 38'48" West, 205.37 feet along said Conservancy; thence 462.67 feet along the arc of a 1659.12 foot radius curve to the right whose long chord bears South 49° 44'04" West, 461.17 feet along said Conservancy; thence North 34° 00'47" West, 179.59 feet; thence 289.27 feet along the arc of a 495.00 foot radius curve to the right whose long chord bears North 17° 14'27" West, 285.18 feet; thence North 0° 28'07" West, 214.66 feet; thence South 88° 52'53" West, 500.00 feet to the point of beginning. area contains 307,315 square feet / 7.055 acres more or less.

SECTION 2. Pursuant to Chapter 44, Article XX, Green Bay Municipal Code, as it applies, the following conditions are imposed:

- A. PURPOSE AND INTENT. The Planned Unit Development (PUD) is being utilized to permit the development of an innovative new low-density residential subdivision that includes a mix of small lot single-family home lots and a group of two-family townhomes housing types. The PUD also includes a significant expansion of Beaver Dam Park. This project will incorporate five-six primary elements:
1. Commercial redevelopment opportunity consisting of lot reconfiguration on the existing commercial property at 2405 W Mason St. helping to facilitate a shift from the existing light industrial uses to commercial use.
 2. Townhome development block consisting of four two-unit multi-story townhomes directly accessing Hinkle Street, as extended.

3. A small lot single-family subdivision consisting of seven single-family parcels situated around a new cul-de-sac (Southwest Vie Ct) that connects to Hinkle Street, as extended.
 4. Park expansion of Beaver Dam Park through the dedication of approximately 20 acres of land area to the west of Hinkle Street, as extended and north and east of the existing Beaver Dam Park.
 5. Future development area of approximately 4.5 acres along the east side of Hinkle Street directly across from the single-family subdivision. It is currently unknown what type of development will be proposed for this area so it shall be treated as a low-density detached single-family subdivision are however it is expected that the PUD will need to be amended to facilitate the future development.
- 5.6. Single or two-family area with access off of Hinkle Street, as extended.

B. DEVELOPMENT AREAS. The approximately 27.5 acres of the project area can be broken into a public community asset site, commercial redevelopment site, ~~two-three~~ residential development areas, and future development area as illustrated in Exhibit B – Development Areas. Each development area will have distinct permitted uses and other land-use/dimensional regulations as outlined within this PUD.

C. LAND-USE. The principal and accessory land uses which may be established and/or maintained on the subject property are as follows:

1. Commercial Redevelopment Site. Permitted and conditional uses within the commercial redevelopment site as identified in Exhibit B – Development Areas are those identified within Green Bay Municipal Code, Chapter 44, Article VIII – Commercial Districts as a General Commercial (C-1) District.
2. Townhome development block. The following uses shall be permitted within the townhome development block as identified in Exhibit B – Development Areas:
 - a. Single-family attached dwellings, townhouses.
 - b. Two-Family dwellings, semi-detached.
 - c. Live-work units.
 - d. Short-term rentals.
 - e. Community living arrangements serving 4-8 persons.
 - f. Family daycare homes, serving 8 or fewer children.
43. Single-family subdivision. The following uses shall be permitted within single-family subdivision as identified in Exhibit B – Development Areas:
 - a. Single-family detached dwellings.
 - b. Live-work unit.
 - c. Short-term rentals.

- d. Community living arrangements serving 4-8 persons.
- e. Family daycare home, serving 8 or fewer children.

64. Beaver Dam Park Expansion. Permitted and conditional uses within the park expansion area are those identified within Green Bay Municipal Code, Chapter 44, Article X – Public Institutional District (PI) as identified in Exhibit B – Development Areas.

75. Future Development Area. The following uses shall be permitted within the area set aside for future development as identified in Exhibit B – Development Areas:

- a. Single-family detached dwellings.
- b. Live-work unit.
- c. Short-term rentals.
- d. Community living arrangements serving 4-8 persons.
- e. Family daycare home, serving 8 or fewer children.

6. Single or Two-Family Area. The following uses shall be permitted within single or two-family area as identified in Exhibit B-Development Areas:

- a. Single-family detached dwellings.
- b. Two-Family dwellings, duplex.
- c. Two-Family dwellings, semi-detached.
- d. Short-term rentals.
- e. Community living arrangements serving 4-8 persons.
- f. Family daycare homes, servicing 8 or fewer children.

D. DIMENSIONAL AND AREA REQUIREMENTS. Dimensional and area requirements shall meet the following regulations:

1. Lot Width and Area. The minimum lot width and lot area shall be regulated by use.

- a. Commercial uses: minimum lot width of 100 feet with minimum lot area of 10,000 square feet.
- b. Single or two-family, attached dwellings/townhomes: minimum lot width of 35 feet per unit with minimum lot area of 6,000 square feet per unit.
 - i. Exception for proposed Lot 8, which is permitted to have a minimum frontage of 20 feet.
- c. Single-family dwellings, detached: minimum lot width of 43 feet with minimum lot area of 5,700 square feet.
- d. Two-family dwellings - duplex: minimum lot width of 45 feet with minimum lot area of 5,000 square feet.
- e. Two-family dwellings - semi-detached: minimum lot width of 30 feet per unit with minimum lot area of 4,000 square feet per unit.

- ~~fd.~~ Park Expansion: minimum lot width of 80 feet with minimum lot area of 10,000 square feet.
- ge. Future development Area: Lot width and area shall be regulated as set forth in this PUD as the detached single-family dwelling use in Section 2.D.1.c, above.

2. Setbacks. Setbacks are established by Development Area and uses, as depicted in Exhibit B - Development Areas.

a. Commercial Redevelopment Site

- (1) Front yard setback (along W Mason St and Hinkle St extended): There shall be no minimum setback required for yards fronting the public right-of-way however each frontage that does not provide a minimum of 10 feet of setback shall provide aesthetic treatment the entire length of the street frontage as regulated in subsection 2.I of this ordinance.
- (2) Rear yard setback (west property line): Minimum rear yard setback is fifteen (15) feet.
- (3) Side yard setback, (south property line): There shall be no minimum setback required for the south side yard however the entire length of the south property line will include a minimum of a 6-foot-tall solid fence or wall made of masonry, vinyl, painted wood or other material deemed appropriate by the Zoning Administrator.
- (3) Accessory structures: Accessory structures shall not be permitted between the principal structure's façade and any public right-of-way.

b. Townhome Development Block

- (1) Front yard setback: Minimum setback required for yards fronting the public right-of-way is 25 feet.
- (2) Rear yard setback: Minimum rear yard setback is 25 feet.
- (3) Side yard setback: Minimum side yard setback is 5 feet.

 - i. Side yard setbacks shall apply only to the ends of single-family attached dwellings.
 - ii. There shall be provided a "no-build" and "access easement" within the 5-foot setback to provide for the maintenance of the structures.
- (4) Accessory structures: Accessory structures shall not be permitted between the principal structures façade and the public right-of-way. Minimum rear and side yard setbacks is 2.5 feet.

c. Single-Family Subdivision

- (1) Front yard setback: Minimum setback required for yards fronting the public right-of-way is 12 feet.
- (2) Rear yard setback: Minimum rear yard setback is 10 feet. Additionally, lots with double frontage on Southwest Vie Ct and Hinkle Street shall provide buffer/screening element the entire

length of their lots individual Hinkle street frontage as regulated in subsection 2.I of this ordinance.

(3) Side yard setback: Minimum side yard setback is 6 feet.

i. —There shall be provided a “no-build” and “access easement” within the 5-foot setback to provide for the maintenance of the structures.

(4) Setbacks for accessory structures: Accessory structures shall not be permitted between the principal structure’s façade and the public right-of-way. Minimum rear yard setback is 4 feet and minimum side yard setbacks is 2.5 feet.

d. Beaver Dam Park Expansion. Setbacks within the park expansion area are those identified within Green Bay Municipal Code, Chapter 44, Article X – Public Institutional District (PI).

e. Future Development Area. Setbacks within the future development area are regulated as set forth in this PUD as the detached single-family dwelling use in Section 2.D.2.c, above.

f. Single or Two-Family Area.

(1) Front yard setback: Minimum setback required for yards fronting the public right-of-way is 12 feet.

i. Bellwood Lane right-of-way shall be considered a side yard, not a front yard.

(2) Rear yard setback: Minimum rear yard setback is 10 feet.

(3) Side yard setback: Minimum side yard setback is 6 feet.

i. Setback from Bellwood Lane right-of-way is a minimum of 6 feet.

3. Height. Maximum building heights shall be regulated by use.

a. Structures associated with commercial uses: maximum height is 40 feet or 3 stories, whichever is less.

b. Single-family dwellings, two-family dwellings - duplexes, two-family dwellings, semi-detached: maximum height is 35 feet or 2.5 stories, whichever is less.

c. Single or two-family, attached dwellings/townhomes: maximum height is 40 feet or 3 stories, whichever is less.

d. Structures associated with park uses: maximum height is 40 feet or 3 stories, whichever is less.

4. Impervious Surface. Maximum impervious surface coverage shall be regulated by use.

a. Commercial redevelopment area: maximum impervious surface including all buildings, drives, walks, etc. is 80% of lot area.

b. Single-family dwellings, two-family dwellings - duplexes, two-family dwellings, semi-detached: maximum impervious surface including all buildings, drives, walks, etc. is 60% of lot area.

c. Single or two-family, attached dwellings/townhomes: maximum impervious surface including all buildings, drives, walks, etc. is 70% of lot area.

- d. Park expansion area: maximum impervious surface including all buildings, drives, walks, etc. is 50% of lot area.

E. STORM WATER MANAGEMENT AND GRADING PLAN. A storm water management and grading plan meeting the standards established by the Department of Public Works, Brown County, and the State of Wisconsin shall be submitted to and approved by the City prior to the issuance of building permits.

1. The storm water management and grading plan shall be comprehensive and take into account expected build-out of the entire PUD area as depicted on Exhibit A – Location Map.
 - a. With approval of the Department of Public Works, this requirement may be adjusted to address only storm water management needs of the specific Development Area for which development is proposed, as depicted on Exhibit B – Development Areas.
2. Stormwater management facilities should function not only as a utility but also as an integral site amenity.
 - a. Green infrastructure and sustainable stormwater management practices are encouraged to be utilized throughout the site.
 - b. Traditional stormwater facilities shall be designed with landscaping providing human-scale interest and incorporating native plant species where possible.

F. SIGNAGE. Signage throughout the PUD area shall be regulated as follows:

1. Signage for Commercial Redevelopment site shall be regulated as the General Commercial (C1) District per the Green Bay Municipal Code, Chapter 30, Article II.
2. Signage for single-family dwellings, detached and Single or two-family, attached dwellings/townhomes shall be regulated as the R-1 Low Density District per the Green Bay Municipal Code, Chapter 30, Article II.
3. Signage for the park expansion area shall be regulated as the Public Institutional (PI) District per the Green Bay Municipal Code, Chapter 30, Article II

G. REFUSE AND MECHANICALS. Screening of refuse material containers and mechanical equipment throughout the PUD area shall meet the standards as set forth within the Green Bay Municipal Code, Chapter 44, Article XIX, Division 3, Section 44-1917.

H. ACCESS AND PARKING. Parking requirements shall be regulated by use:

1. Commercial Redevelopment: regulated by specific use per the Green

Bay Municipal Code, Chapter 44, Article VIII.

2. Single-family dwellings, detached and single or two-family, attached dwellings/townhomes: two (2) spaces per dwelling unit, of which one (1) space per unit must be an enclosed (garage) space.
3. Park expansion area: To be determined by Zoning Administrator based on a parking study.

H. LIGHTING. Lighting throughout the PUD area shall meet the standards as set forth within the Green Bay Municipal Code, Chapter 44, Article V, Division 8.

I. LANDSCAPING. Landscaping throughout the PUD area shall meet the standards as set forth within the Green Bay Municipal Code, Chapter 44, Article XIX, Division 5 with the following additions:

1. Detached single-family dwelling lots that are fronted on both Southwest Vie Ct and Hinkle St shall include buffer/screening in the form of a berm of no less than 3 feet high with vegetation that will grow to a minimum of 5 feet in height and be 90% impervious to site when matured. Said buffer/screening shall be maintained in perpetuity. Fences shall not be permitted adjacent the Hinkle Street right-of-way.
2. In lieu of setbacks and in an effort to establish a street frontage separation and aesthetic pleasing commercial environment, the Commercial Redevelopment Site shall include a low-level decorative street treatment along all street frontages such as a decorative wrought iron fence, masonry wall, hedge row, etc. found to be acceptable to the Zoning Administrator.

J. ACCESS AND CIRCULATION. Access and circulation for automobile and pedestrian traffic shall be established in substantial conformity with Exhibit C – Circulation Plan.

1. Roadway area identified as “Southwest Vie Court” shall be dedicated to the public and shall include trail system or carriage walk (walk immediately adjacent the roadway surface) that provides access to each home site.
2. Roadway areas identified as “Hinkle Street” shall be dedicated to the public as street right-of-way and shall include sidewalk connection on at least one side of the roadway and connect the West Mason Street Frontage Road to Hinkle Street.

SECTION 3. The provisions of this ordinance, including, without limitation, the granting of a conditional use permit and all obligations, conditions, restrictions, and limitations related thereto shall run with and be jointly and severally binding upon the fee simple owner and the beneficial owner of all or any portion of the subject property. All obligations, requirements, and rights of the owner shall run with the land and shall automatically be assigned to be binding upon and inure to the benefit of its successors and

assigns, including, but not limited to, any entity acquiring any financial interest in the subject property and/or any subsequent owner and/or beneficial owner of all or any portion of the subject property.

SECTION 4. Each exhibit which is attached to this ordinance is deemed to be and is expressly made a part of and incorporated into this ordinance to the same extent as if each such exhibit, and the plans identified therein, had been set forth in its entirety in the body of this ordinance.

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

SECTION 6. In addition to all other remedies available to the City of Green Bay, the City may decline to issue any building or other permits otherwise required by any ordinance of this City while any violation of this ordinance remains uncured.

SECTION 7. If any provision in this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such a decision shall not affect the validity of any other provision of this ordinance. It is hereby declared to be the intention of the City of Green Bay that all provisions of this ordinance are separable.

SECTION 8. This ordinance shall not take effect until a public hearing is held thereon as provided by Chapter 44, Article II, Division 2, Section 44-82 Zoning Amendments, Green Bay Municipal Code, and the adoption and publication of this ordinance.

Dated at Green Bay, Wisconsin, this _____ day of _____, 2024.

APPROVED:

Eric Genrich, Mayor

ATTEST:

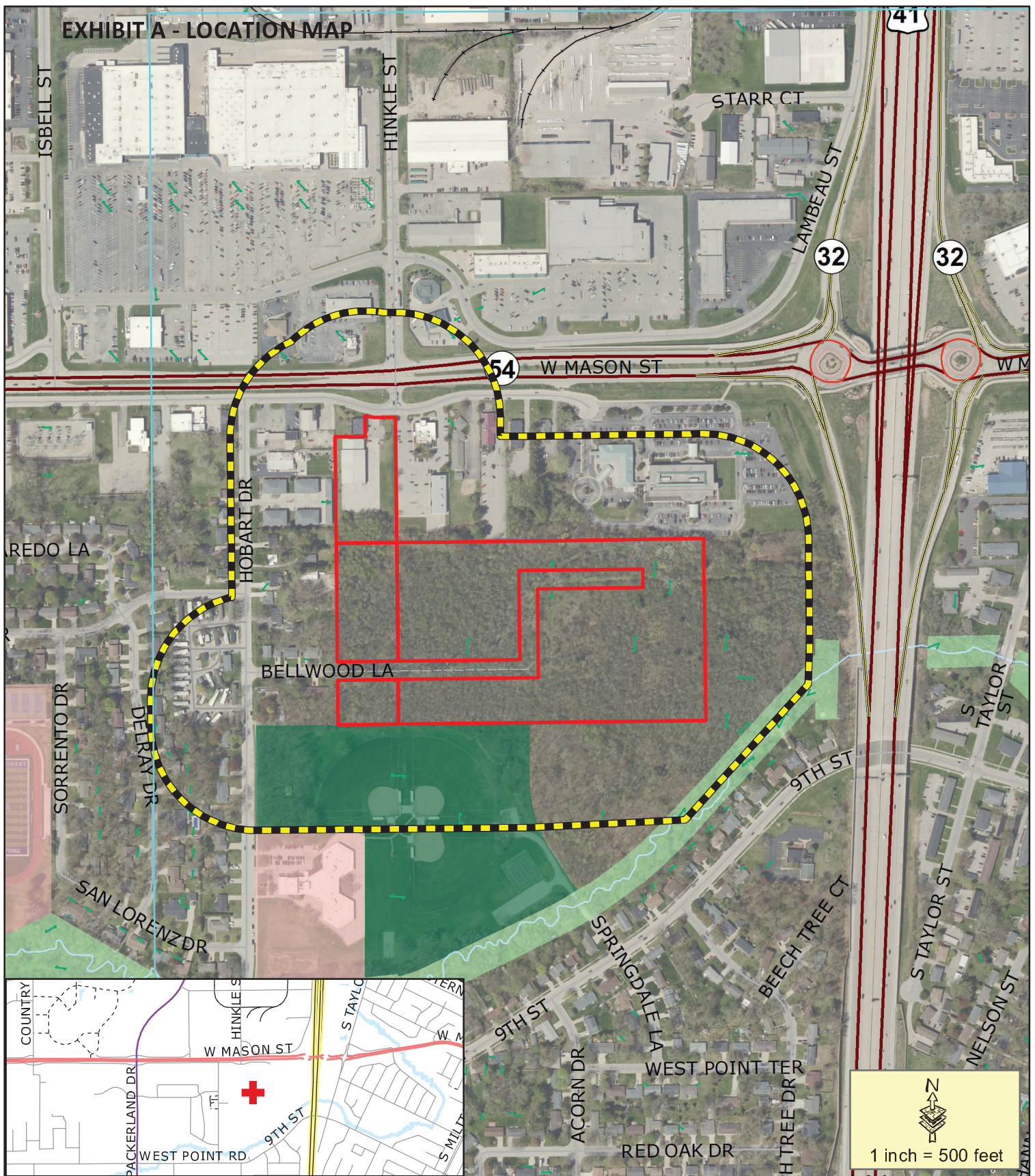
Celestine Jeffreys, City Clerk

db:

Attachments:

Exhibit A - Location Map

Exhibit B - Development Areas



- Proposed PUD
- 400' Property Notice 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 DB

Zoning Petition (ZP 23-38)

Proposed PUD including and south of the intersection of West Mason St and Hinkle Rd



EXHIBIT B – DEVELOPMENT AREAS

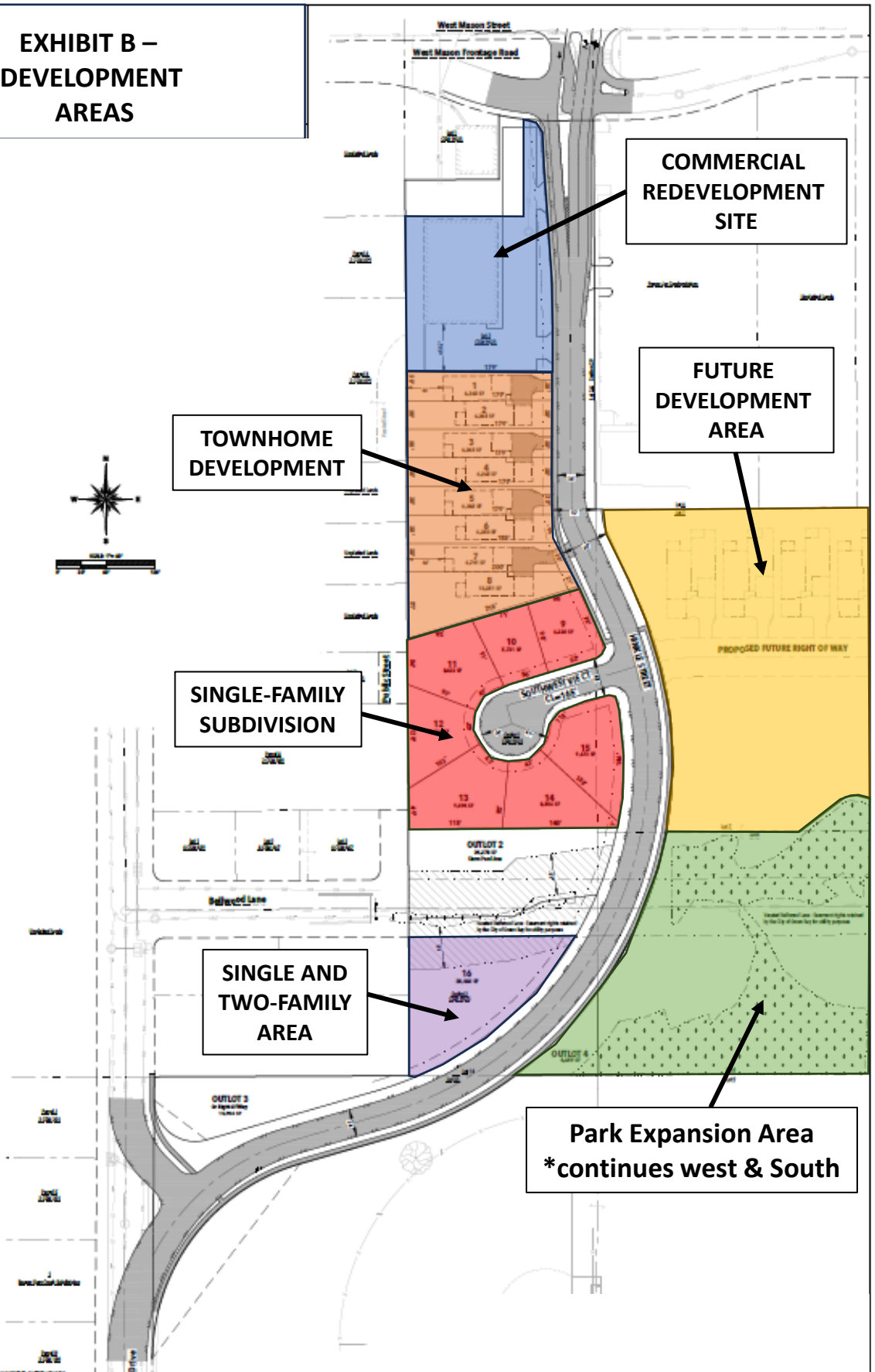
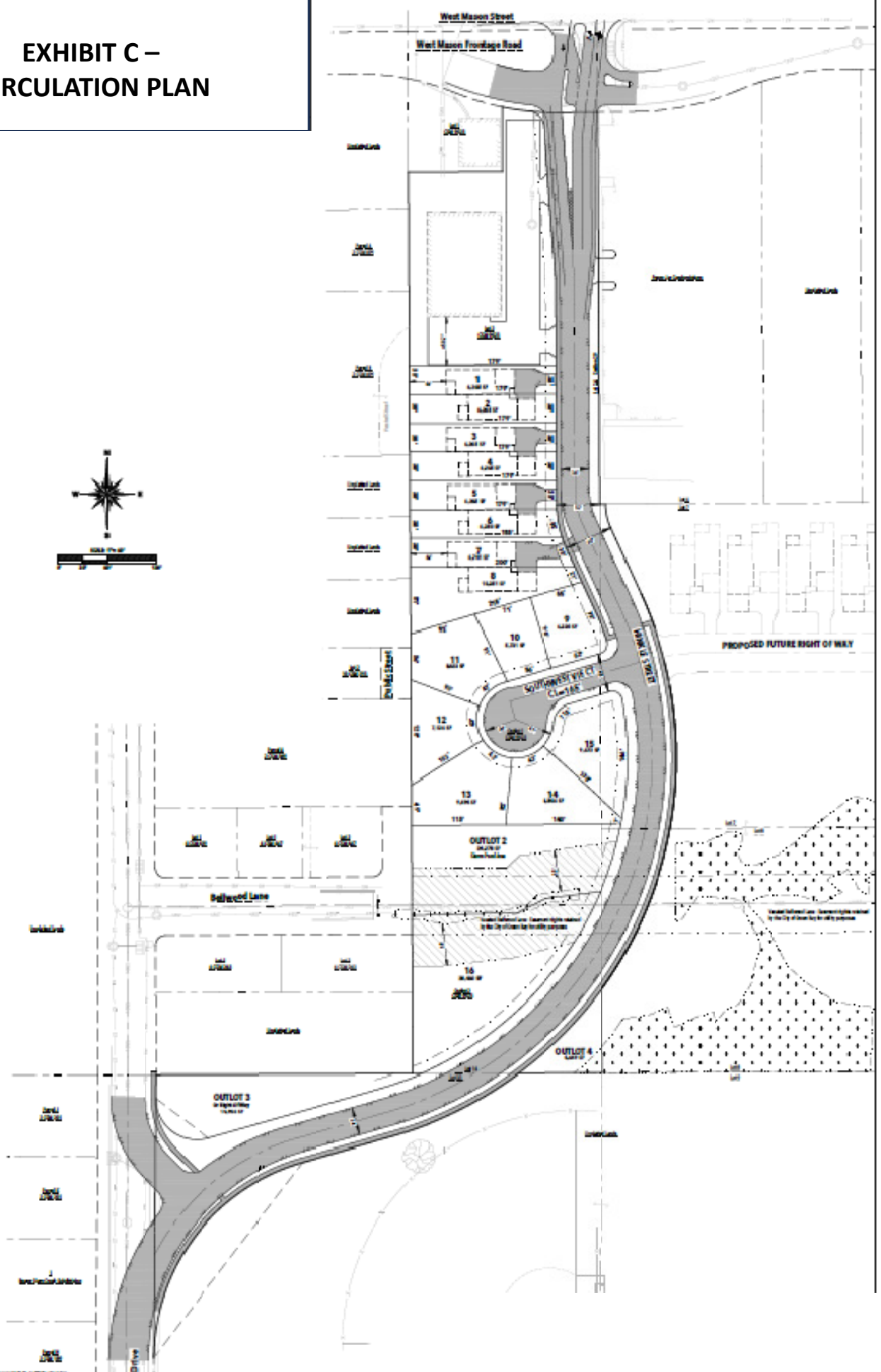


EXHIBIT C – CIRCULATION PLAN





Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

AGENDA ITEM # E.15

(ZP 24-46) Public Hearing on a request to rezone 2425 W. Mason Street Frontage Road and parts of 2415 and 2405 W. Mason Street Frontage Road from General Commercial (C1) to Highway Commercial (C2), submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Dena Mooney, Staff

AGENDA ITEM # E.16

(ZP 24-46) Consideration with possible action on a request to rezone 2425 W. Mason Street Frontage Road and parts of 2415 and 2405 W. Mason Street Frontage Road from General Commercial (C1) to Highway Commercial (C2), submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)

BACKGROUND

Reason for Request: The proposed rezoning will allow for automobile-oriented uses (drive-through, motor vehicle repair, etc.) to be developed in the future.

Surrounding Zoning and Land Uses:

Subject Property: General Commercial (C1) | Auto-repair, Vacant

North: Highway Commercial (C2) | W. Mason Street corridor, Drive-through restaurants

South: Highway Commercial (C2), Planned Unit Development (PUD) | Automobile dealership, Retail

East: General Commercial (C1), Planned Unit Development (PUD) | Retail

West: Highway Commercial (C2) | Car wash

Comprehensive Plan: The 2022 Smart Growth Green Bay Comprehensive Plan currently recommends commercial uses.

Report: This zone change application involves 0.70-acres of land at 2425 W. Mason Street Frontage Road and portions of 2415 and 2405 W. Mason Street Frontage Road.

This area is undergoing redevelopment. The City of Green Bay received an application for a 4-lot Certified Survey Map (CSM 24-17) for 2425, 2415 and 2405 W. Mason Street Frontage Road. This rezone request involves proposed Lots 1 and 2 on the CSM. Proposed Lot 1 is currently home to Auto Aces automobile repair. Plans for the site include razing Auto Aces and building a drive-through coffee shop. Proposed Lot 2, which is parts of 2425, 2415 and 2405 W. Mason Street does not have a specific user identified yet but a request for a Conditional Use Permit (CUP) has been received for a surface parking lot (ZP 24-47). The applicant is requesting that these properties be rezoned from General Commercial (C-1) to Highway Commercial (C-2), which would allow for more vehicle service/drive-through uses. Section 44-680 "Purpose" within the commercial districts of the zoning code describes the difference between the districts as follows:

C1 General Commercial is intended for use along the City's primary commercial corridors where moderate-intensity retail, office, and service uses are planned. Businesses that typically involve outdoor display, storage, and/or sales, motor vehicle repair, and other intensive or outdoor uses are discouraged.

C2 Highway Commercial is intended for use in locations along the City's commercial corridors where automobile-oriented businesses already dominate or are planned. Businesses that typically involve outdoor display, storage, and/or

sales, motor vehicle repair, and other intensive or outdoor uses should locate in this district.

The subject property and the area surrounding it are auto-oriented uses (regional retail, vehicle service). The future land use map identifies this area as commercial. Since the rezone complies with the future land use map and complements surrounding land uses, staff supports the request.

Ald. M. Eck and neighbors within 200 ft. have been notified of the meeting based on Plan Commission policy. Staff has not received any inquiries about the request as of the drafting of this report.

RECOMMENDATION

Recommendation: Approval of the request to rezone the property from General Commercial (C1) to Highway Commercial (C2) subject to the following condition:

- I. Approval and recording of CSM 24-17.

FISCAL IMPACT

ATTACHMENTS

1. ZP 24-46 Application
2. CSM 24-17 Hinkle_W. Mason Frontage
3. ZP 24-46 Location Map
4. ZP 24-46 Zoning Map



REQUEST FOR CITY ACTION PLAN COMMISSION

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

Location of Property: (Future) Lots 1 & 2, Attached CSM

Parcel Number(s): (Parts Of Current) 6H-1109-1 and 6H-1110-8

Petitioner(s): GB Real Estate Investments, LLC Date: October 12, 2024

Email: gb@gb-re.com Phone Number: (813) 500-0296

Address: 300 N. Van Buren Street City: Green Bay State: WI Zip: 54301

Property Owner: GB Real Estate Inv., LLC, DJG West Mason, LLC Phone Number: (813) 500-0296

Submit this Request Form and all required attachments to the Community and Economic Development Department, Room 608, City Hall

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

I, Garritt R. Bader, respectfully request that the City of Green Bay take the following action:

- ☒ Rezone Property (\$375.00 Review Fee)
- ☐ Conditional Use and CUP Amendment, including Single Lot Duplexes (\$375.00 Review Fee)
- ☐ PUD and PUD Amendments (\$425.00 Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 + \$35.00 per Lot/Outlot Review Fee)
- ☐ Approve Preliminary Condominium Plat (\$250.00 + \$35.00 per Lot/Outlot/Lot Equivalent Review Fee)
- ☐ Approve Preliminary City/Extraterritorial Certified Survey Map (\$250.00 Review Fee)
- ☐ Approve Final City/Extraterritorial Subdivision Plat (\$150.00 Review Fee)
- ☐ Approve Final Condominium Plat (\$150.00 Review Fee)
- ☐ Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee)
- ☐ 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 (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Closure of Street/Alley/Pedestrian Way (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION
- ☐ Comprehensive Plan Amendments (\$275.00 Review Fee)
- ☐ Other (\$200.00 Administration Fee): _____

Owner Signature: _____

Date: 10-12-24

Petitioner Signature(s): _____

Checklist of required attachments:

- Map
- Legal Description
- Applicant Narrative Describing Project
- All Other Pertinent Information

For office use only:

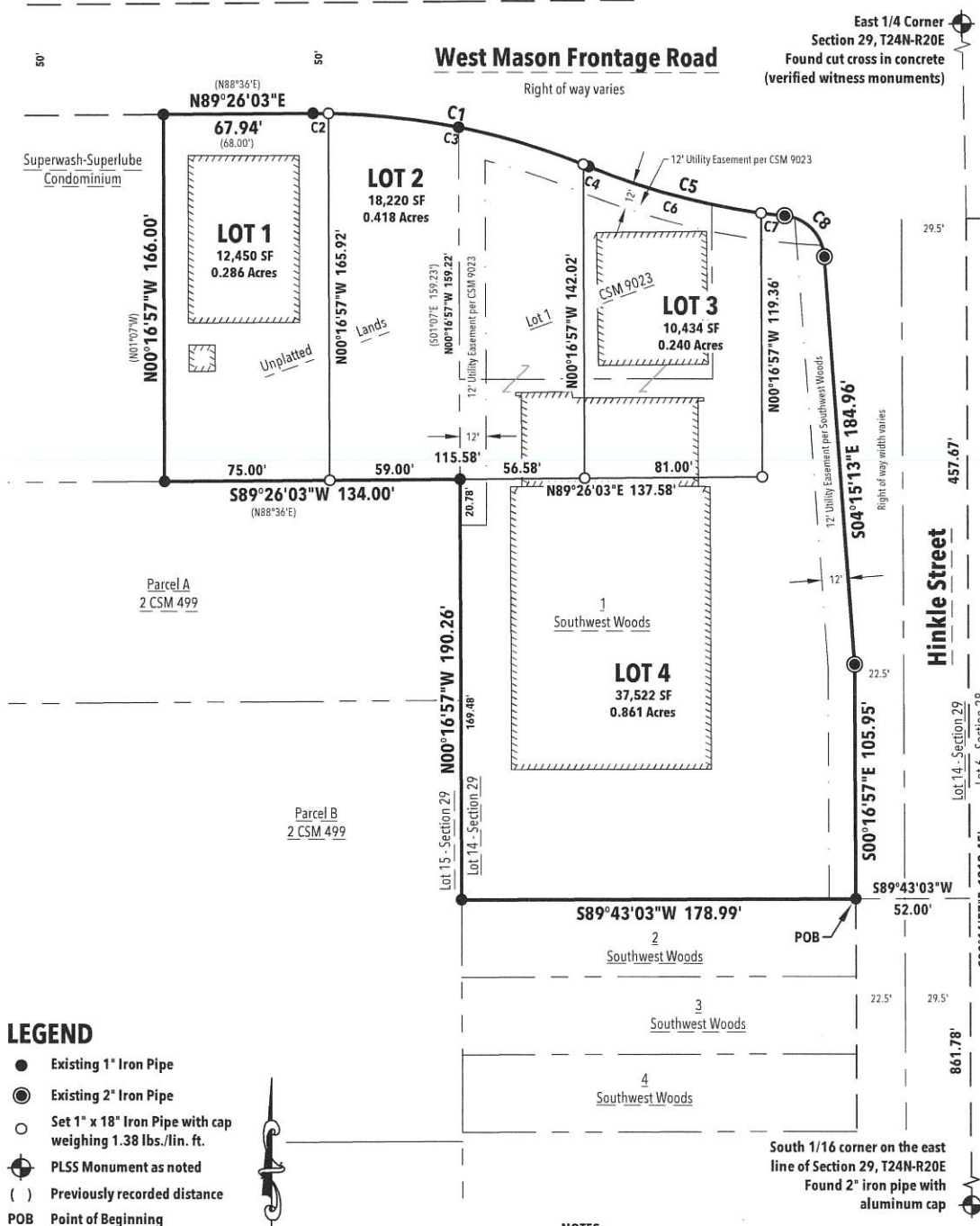
Review Fee: _____

Receipt No.: _____

Zoning Petition No.: _____

PRELIMINARY CERTIFIED SURVEY MAP

PART OF LOT 15, ALL OF LOT 1, CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838, AND ALL OF LOT 1, SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14, ALL LOCATED IN SECTION 28, TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.



Bearings are referenced to the Brown County Coordinate System. The east line of the Southeast 1/4 of Section 29, T24N-R20E bears S00°16'57"E.

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838, AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29, ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.



- ▲ Found PK Nail
- Found 1" Iron Pipe
- ◎ Found 2" Iron Pipe
- Set 1" x 18" Iron Pipe with cap weighing 1.38 lbs./lin. ft.
- ⊕ PLSS Monument as noted
- () Previously recorded distance
- POB Point of Beginning

NOTES:

- 1. Affected Parcel No's: 6H-1110-8, 6H-1109-1 & 6H-4459.**
- 2. See Curve & Line Tables on Sheet 2 of 6.**
- 3. Parcels subject to Amended and Restated Access and Parking Easement Agreement per Document Number 3064174.**



**Bearings are referenced to the Brown County
Coordinate System. The east line of the Southeast 1/4
of Section 29, T24N-R20E bears S00°16'57"E.**

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838, AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29, ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, Bryan L. Pfeffer, Professional Land Surveyor, do hereby certify that by the order and under the direction of the owners listed herein, I have surveyed, divided and mapped part of Lot 15 of Section 29, all of Lot 1 of Certified Survey Map Number 9023, Document Number 2851838, and all of Lot 1 of Southwest Woods, Document Number 3060725, said maps being part of Lot 14 of Section 29, all located in Township 24 North, Range 20 East, City of Green Bay, Brown County, Wisconsin, more fully described as follows:

Commencing at he East 1/4 corner of said Section 29; thence S00°16'57"E, 457.67 feet on the east line of said Lot 14 to the south line of said Lot 1 of Southwest Woods, extended easterly; thence S89°43'03"W, 52.00 feet on said south line to the southeast corner of said Lot 1, the POINT OF BEGINNING; thence continuing S89°43'03"W, 178.99 feet on said south line to the southwest corner of said Lot 1; thence N00°16'57"W, 190.26 feet on the west line of said Lot 1 to the northeast corner of Parcel A of Volume 2, Certified Survey Maps, Page 499, Map Number 599, Document Number 666009; thence S89°26'03"W, 134.00 feet on the north line of said Parcel A to the west line of the east 134.00 feet of said Lot 15; thence N00°16'57"W, 166.00 feet on said west line to the south right of way of the West Mason Street Frontage Road; thence N89°26'03"E, 67.94 feet on said south right of way; thence on said south right of way 128.31 feet on the arc of a 325.00 foot radius curve to the right, having a long chord which bears S79°15'20.5"E, 127.48 feet; thence on said south right of way 92.39 feet on the arc of a 325.00 foot radius curve to the left, having a long chord which bears S76°05'22"E, 92.08 feet; thence on said south right of way 27.92 feet on the arc of a 20.00 foot radius curve to the right, having a long chord which bears S44°14'36.5"E, 25.71 feet to the west right of way of Hinkle Street; thence S04°15'13"E, 184.96 feet on said west right of way; thence S00°16'57"E, 105.95 feet on said west right of way to the Point of Beginning

Said described lands contains 78,626 square feet or 1.805 acres more or less subject to all easements and restrictions of record.

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

Dated this _____ day of _____, 2024.

Bryan L. Pfeffer PLS #2924
ROBERT E. LEE & ASSOCIATES, INC.

This certified survey map is all of tax parcel number's: 6H-1110-8, 6H-1109-1 & 6H-4459.

- The property owner(s) of record is/are:
- 1) GB Real Estate Investments, LLC, a Wisconsin limited liability company.
 - 2) DJG WEST MASON, LLC, a Wisconsin limited liability company.
 - 3) DT HMC WEST MASON, LLC, a Wisconsin limited liability company.

- This certified survey map is contained wholly within the property described in the following recorded instrument:
- 1) Document Number 3064169.
 - 2) Document Number 2852454.
 - 3) Document Number 2985031.

Curve Table							
Curve #	Delta	Radius	Length	Chord Direction	Chord Length	Tangent Bearing	Second Tangent Bearing
C1	22°37'13"	325.00'	128.31'	S79°15'20.5"E	127.48'	S67°56'44"E	N89°26'03"E
C2	1°14'40"	325.00'	7.06'	S89°56'37"E	7.06'	S89°19'17"E	N89°26'03"E
C3	20°54'10"	325.00'	118.57'	S78°52'12"E	117.91'	S68°25'07"E	S89°19'17"E
C4	0°28'23"	325.00'	2.68'	S68°10'55.5"E	2.68'	S67°56'44"E	S68°25'07"E
C5	16°17'16"	325.00'	92.39'	S76°05'22"E	92.08'	S67°56'44"E	S84°14'00"E
C6	14°22'39"	325.00'	81.55'	S75°08'03.5"E	81.34'	S67°56'44"E	S82°19'23"E
C7	1°54'37"	325.00'	10.84'	S83°16'41.5"E	10.83'	S82°19'23"E	S84°14'00"E
C8	79°58'47"	20.00'	27.92'	S44°14'36.5"E	25.71'	S04°15'13"E	S84°14'00"E

CERTIFIED SURVEY MAP

**PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.**

OWNER'S CERTIFICATE:

GB Real Estate Investments, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. GB Real Estate Investments, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

GB Real Estate Investments, LLC, a Wisconsin limited liability company	Date
---	-------------

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named _____ to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin

(print name) _____

My commission expires: _____

AIRPORT ZONING DISTRICT NOTE:

The Austin Straubel International Airport Director shall be contacted for review and approval to any development and land disturbing activities within Airport Zoning districts

RESTRICTIVE COVENANTS:

1. The land on all side and rear lot lines of all lots shall be graded by the property owner and maintained by the abutting property owners to provide for adequate drainage of surface water.
2. Each lot owner shall grade the property to conform to the adopted sidewalk grade elevation and maintain said elevation for future sidewalks.
3. No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along any lot lines or street line, a disturbance of a survey stake by anyone is a violation of section 236.32 of the Wisconsin Statutes.

SURVEYOR'S NOTES:

- 1. City of Green Bay zoning and building approvals are required prior to commencing construction of buildings, structures, drives, or parking areas, and may also be required prior to commencing grading, excavation, filling, or other land disturbing activity.**
- 2. The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the City has an adopted soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.**



1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

DJG WEST MASON, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. DJG WEST MASON, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

DJG WEST MASON, LLC Date
a Wisconsin limited liability company

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named
to me known to be the same persons who executed the foregoing instrument and
acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

DT HMC WEST MASON, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. DT HMC WEST MASON, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

DT HMC WEST MASON, LLC Date
a Wisconsin limited liability company

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named
to me known to be the same persons who executed the foregoing instrument and
acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14, ALL
LOCATED IN SECTION 28, TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

CERTIFICATE OF THE GREEN BAY PLANNING DEPARTMENT:

Approved by the City of Green Bay, as required by Wisconsin Statutes Chapter 236, and the City of Green Bay Municipal Code Chapter 36, Subdivision and Platting.

on this _____ day of _____, 2024.

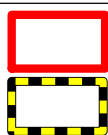
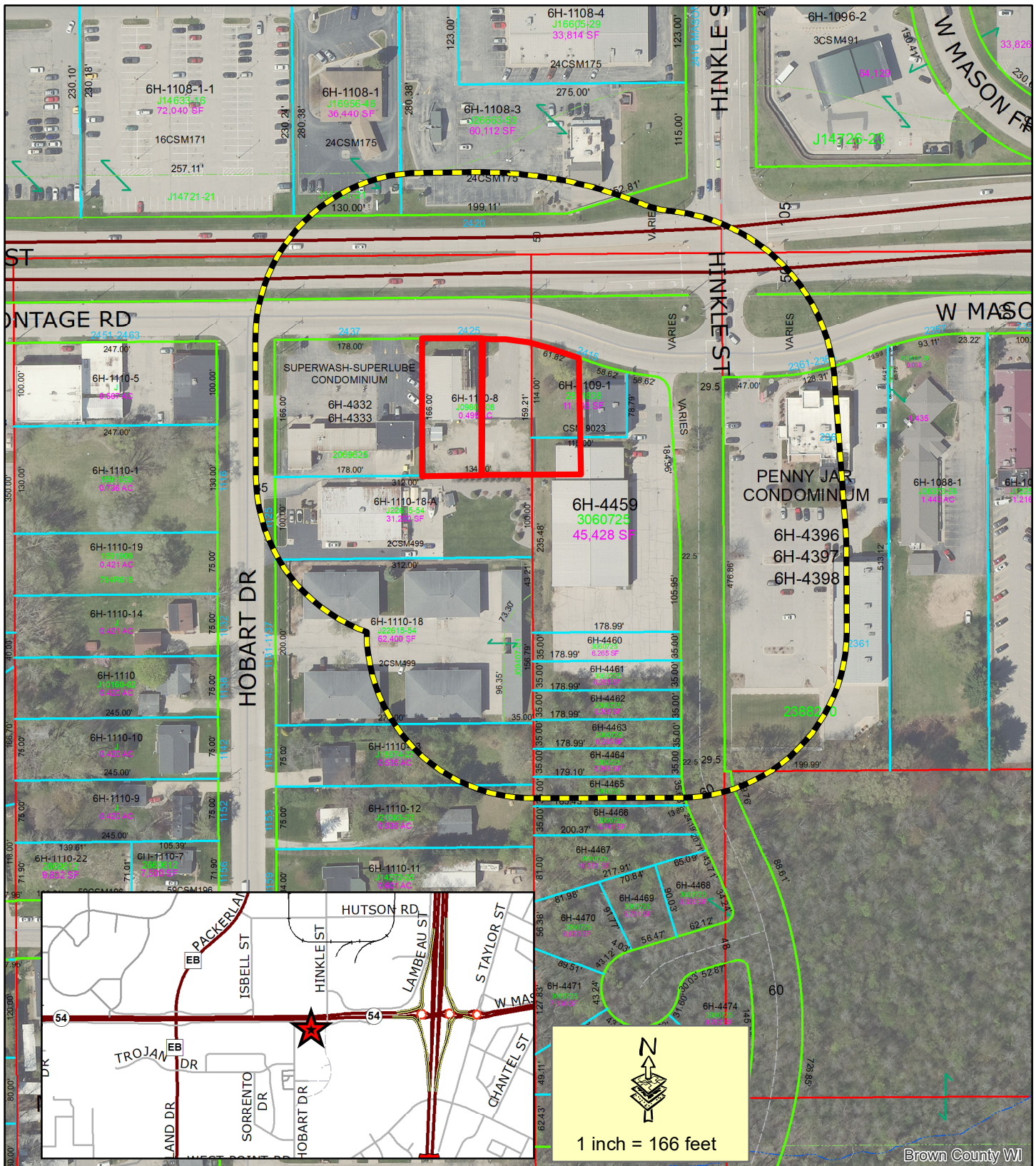
Cheryl Renier-Wigg
Development Director

CERTIFICATE OF THE GREEN BAY CITY CLERK:

As duly appointed City Clerk for the City of Green Bay, I hereby certify that the records in my office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map (6H-1110-8, 6H-1109-1 & 6H-4459) as of the date listed below.

Celestine Jeffreys
Green Bay City Clerk

Date



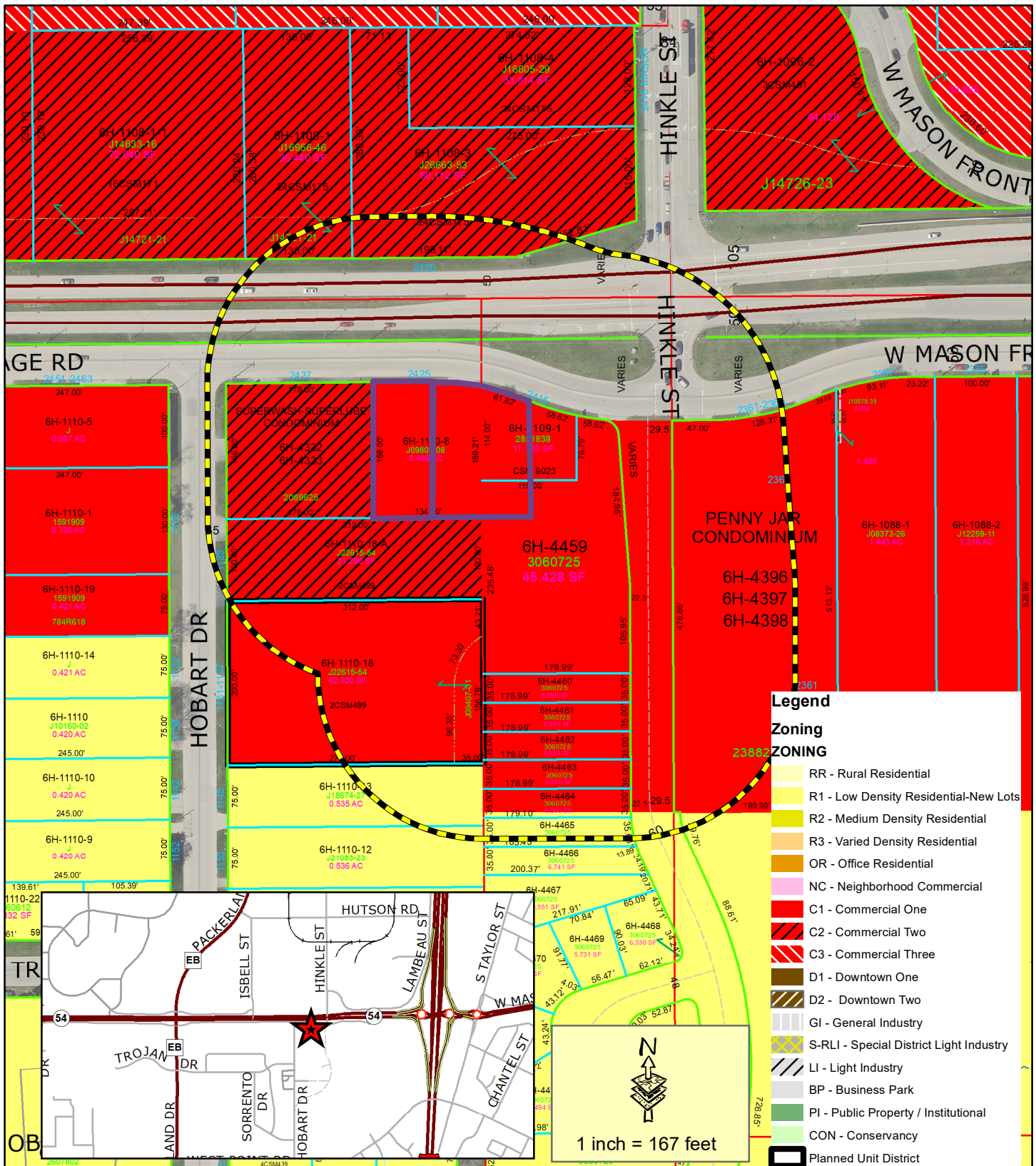
Subject Area

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 DM.

Zoning Petition (ZP 24-46)
Rezone at 2425 and parts of 2415
and 2405 W. Mason Street Frontage Rd
from General Commercial (C1) and
Planned Unit Development (PUD) to
Highway Commercial (C2)





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 DM.

Zoning Petition (ZP 24-46)
Rezone at 2425 and parts of 2415
and 2405 W. Mason Street Frontage Rd
from General Commercial (C1) and
Planned Unit Development (PUD) to
Highway Commercial (C2)





Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

AGENDA ITEM # E.17

(ZP 24-47) Public Hearing on a request for a Conditional Use Permit to allow for a surface parking lot on parts of 2425, 2415, and 2405 W. Mason Street Frontage Road, submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

Dena Mooney, Staff

AGENDA ITEM # E.18

(ZP 24-47) Consideration with possible action on a request for a Conditional Use Permit to allow for a surface parking lot on parts of 2425, 2415, and 2405 W. Mason Street Frontage Road, submitted by GB Real Estate Investments, LLC on behalf of GB Real Estate Investments, LLC, DJG West Mason, LLC, and DT HMC West Mason LLC, property owners. (Ald. M. Eck, District 11)

BACKGROUND

Primary Address: Parts of 2425, 2415 and 2405 W. Mason Street Frontage Road

Aldersperson/District: Ald. Eck, District 11

Reason for Request: To establish a surface parking lot as a principal use in the Highway Commercial (C2) District.

Surrounding Zoning and Land Uses:

Subject: General Commercial (C1), Planned Unit Development (PUD); Parking, Vacant

North: Highway Commercial (C2); Right-of-Way (W. Mason/W. Mason Frontage Rd), Drive-through restaurants

South: Highway Commercial (C2), Planned Unit Development (PUD); Automobile dealership, Retail

East: General Commercial (C1), Planned Unit Development (PUD); Retail

West: General Commercial (C1), Highway Commercial (C2); Automobile Repair, Carwash

Comprehensive Plan: The 2022 Smart Growth Plan currently designates this area for commercial uses.

Report: The subject request is located south of W. Mason Street Frontage Road between the future Hinkle Street extended and Hobart Drive.

The City of Green Bay received an application for a 4-lot Certified Survey Map (CSM 24-17) for 2425, 2415 and 2405 W. Mason Street Frontage Road. This Conditional Use Permit (CUP) request is for proposed Lot 2 of said CSM. Proposed Lot 1 is currently home to Auto Aces automobile repair. Plans for the site include razing Auto Aces and building a drive-through coffee shop. Proposed Lot 2 does not have a specific user identified yet, but the applicant would like to use the property for a surface parking lot. The parking lot would be used by the coffee shop in the short-term with the long-term plan of having a business/building on Lot 2 that would also use the parking for its operations.

Conditional use approval may be recommended by the Plan Commission with reasonable consideration of the following:

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

2. 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.
3. 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.
4. Adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
5. Adequate measures have been or will be taken to provide ingress and egress and so designed as to minimize traffic congestion.
6. Adequate parking facilities as specified in Article XVIII of Section 44-83 within the Municipal Code.
7. 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.

Parking lots are permitted by-right only when accessory to a principal use. In this case, the parking lot would be the principal use. Staff has determined that the use complies with the seven standards above. However, does not feel this is the highest and best use of the site. In general, allowing a surface parking lot as a principal use is poor practice and discouraged. That said, staff does support the use, but only on a limited short-term basis. Therefore, staff recommends placing a sunset clause on the CUP limiting the use to two years from the date of the CUP approval. If unable to comply, the property owner can reapply for another CUP at that time.

Ald. Eck and adjacent property owners within 200 ft. of the subject area have been notified of the request. There have been no inquiries regarding this request as of the drafting of this report.

RECOMMENDATION

Approval of the request, subject to the following conditions:

1. Approval of ZP 24-46 Rezone Application.
2. Approval of CSM 24-17.
3. The CUP for a principal parking lot is valid for 2 years after City Council approval. A permitted principal use must be established within the 2 years or the paved parking area must be removed.
4. The parking lot complies with all aspects of the Green Bay Municipal Code.

FISCAL IMPACT

ATTACHMENTS

1. ZP 24-47 Application
2. ZP 24-47 Location Map
3. CSM 24-17 Hinkle_W. Mason Frontage
4. ZP 24-47 Draft Site Plan



REQUEST FOR CITY ACTION PLAN COMMISSION

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

Location of Property: Part of 2425 W. Mason Street, 2415 W. Mason, 2405 W. Mason
Parcel Number(s): Part of 6H-1110-8, Part of 6H-1109-1, Part of 6H-9959
Petitioner(s): GB Real Estate Investments, LLC Date: 11-1-24
Email: gb@gb-re.com Phone Number: 813-500-0296
Address: 300 N. Van Buren Street City: Green Bay State: WI Zip: 54301
Property Owner: Same Phone Number: Same

Submit this Request Form and all required attachments to the Community and Economic Development Department, Room 608, City Hall

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

I, Garritt R. Bader, respectfully request that the City of Green Bay take the following action:

- | | |
|-------------------------------------|--|
| ☐ | Rezone Property (\$375.00 Review Fee) |
| ☒ | Conditional Use and CUP Amendment, including Single Lot Duplexes (\$375.00 Review Fee) |
| ☐ | PUD and PUD Amendments (\$425.00 Review Fee) |
| ☐ | Approve Preliminary City/Extraterritorial Subdivision Plat (\$150.00 + \$35.00 per Lot/Outlot Review Fee) |
| ☐ | Approve Preliminary Condominium Plat (\$250.00 + \$35.00 per Lot/Outlot/Lot Equivalent Review Fee) |
| ☐ | Approve Preliminary City/Extraterritorial Certified Survey Map (\$250.00 Review Fee) |
| ☐ | Approve Final City/Extraterritorial Subdivision Plat (\$150.00 Review Fee) |
| ☐ | Approve Final Condominium Plat (\$150.00 Review Fee) |
| ☐ | Grant a City/Extraterritorial Subdivision/CSM Variance (\$150.00 Review Fee) |
| ☐ | 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 (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION |
| ☐ | Closure of Street/Alley/Pedestrian Way (\$300.00 Administration Fee) PLEASE FILL OUT PAGE 2 OF APPLICATION |
| ☐ | Comprehensive Plan Amendments (\$275.00 Review Fee) |
| ☐ | Other (\$200.00 Administration Fee): _____ |

Owner Signature: _____ Date: 11-1-24

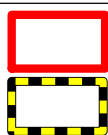
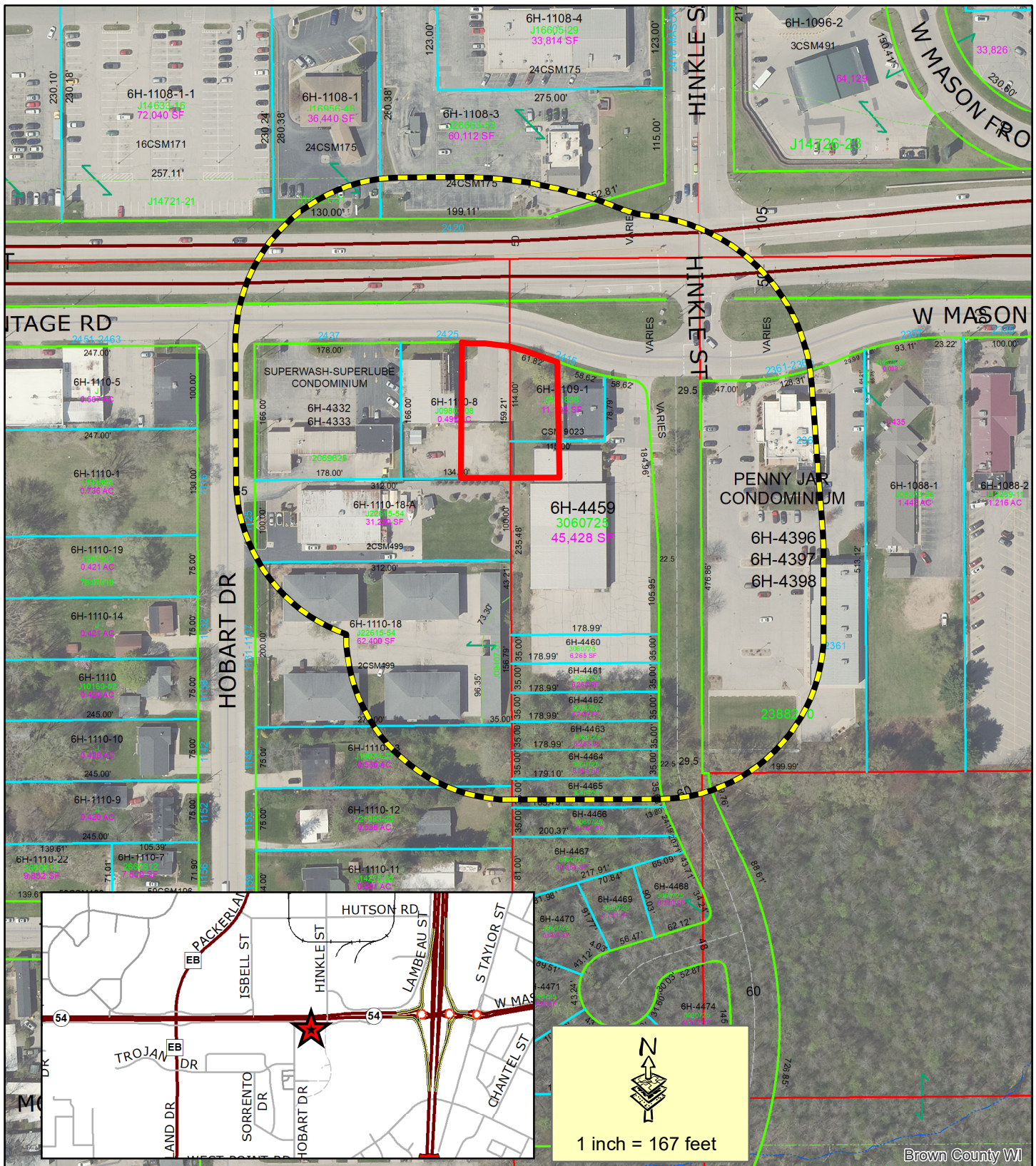
Petitioner Signature(s): _____

Checklist of required attachments:

- Map
- Legal Description
- Applicant Narrative Describing Project
- All Other Pertinent Information

For office use only:

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



Subject Area

200' Property Owner Notice

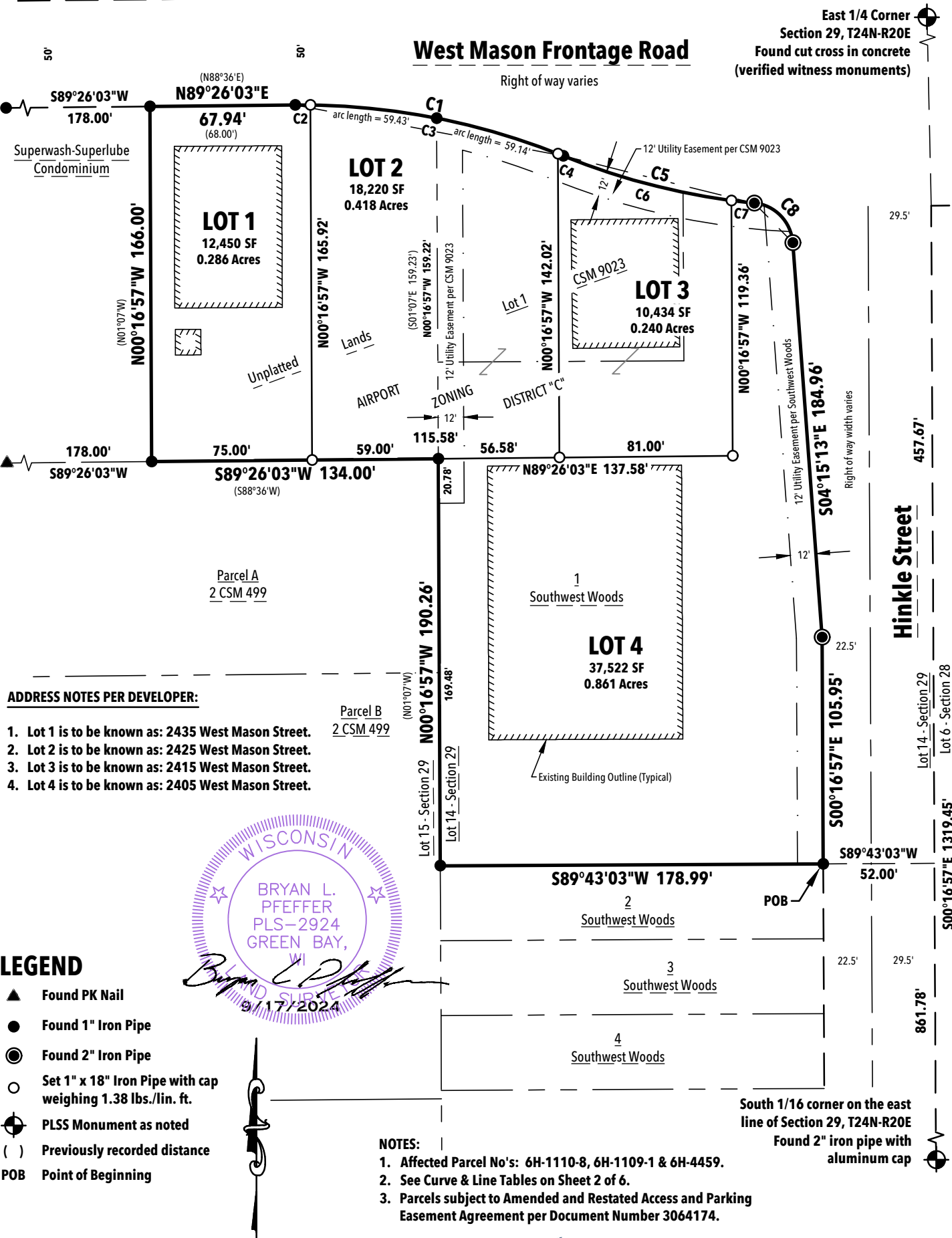
This is a compilation of records and data located in various City of Green Bay offices and is to be used for reference purposes only. The City of Green Bay is not responsible for any inaccuracies or unauthorized use of the information contained within. No warranties are implied. Map prepared by DM.

ZP 24-47 **Conditional Use Permit on** **parts of 2425, 2415 and 2405** **W. Mason Street Frontage Rd**



PRELIMINARY
CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023,
DOCUMENT NUMBER 2851838, AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT
NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29, ALL LOCATED IN
TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.



Bearings are referenced to the Brown County
Coordinate System. The east line of the Southeast 1/4
of Section 29, T24N-R20E bears S00°16'57"E.

R:\5600\5642\5642038\DWG\5642038CSM.DWG

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838, AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29, ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

SURVEYOR'S CERTIFICATE:

I, Bryan L. Pfeffer, Professional Land Surveyor, do hereby certify that by the order and under the direction of the owners listed herein, I have surveyed, divided and mapped part of Lot 15 of Section 29, all of Lot 1 of Certified Survey Map Number 9023, Document Number 2851838, and all of Lot 1 of Southwest Woods, Document Number 3060725, said maps being part of Lot 14 of Section 29, all located in Township 24 North, Range 20 East, City of Green Bay, Brown County, Wisconsin, more fully described as follows:

Commencing at he East 1/4 corner of said Section 29; thence S00°16'57"E, 457.67 feet on the east line of said Lot 14 to the south line of said Lot 1 of Southwest Woods, extended easterly; thence S89°43'03"W, 52.00 feet on said south line to the southeast corner of said Lot 1, the POINT OF BEGINNING; thence continuing S89°43'03"W, 178.99 feet on said south line to the southwest corner of said Lot 1; thence N00°16'57"W, 190.26 feet on the west line of said Lot 1 to the northeast corner of Parcel A of Volume 2, Certified Survey Maps, Page 499, Map Number 599, Document Number 666009; thence S89°26'03"W, 134.00 feet on the north line of said Parcel A to the west line of the east 134.00 feet of said Lot 15; thence N00°16'57"W, 166.00 feet on said west line to the south right of way of the West Mason Street Frontage Road; thence N89°26'03"E, 67.94 feet on said south right of way; thence on said south right of way 128.31 feet on the arc of a 325.00 foot radius curve to the right, having a long chord which bears S79°15'20.5"E, 127.48 feet; thence on said south right of way 92.39 feet on the arc of a 325.00 foot radius curve to the left, having a long chord which bears S76°05'22"E, 92.08 feet; thence on said south right of way 27.92 feet on the arc of a 20.00 foot radius curve to the right, having a long chord which bears S44°14'36.5"E, 25.71 feet to the west right of way of Hinkle Street; thence S04°15'13"E, 184.96 feet on said west right of way; thence S00°16'57"E, 105.95 feet on said west right of way to the Point of Beginning

Said described lands contains 78,626 square feet or 1.805 acres more or less subject to all easements and restrictions of record.

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

Dated this _____ day of _____, 2024.

Bryan L. Pfeffer PLS #2924
ROBERT E. LEE & ASSOCIATES, INC.

This certified survey map is all of tax parcel number's: 6H-1110-8, 6H-1109-1 & 6H-4459.

- The property owner(s) of record is/are:
- 1) GB Real Estate Investments, LLC, a Wisconsin limited liability company.
 - 2) DJG WEST MASON, LLC, a Wisconsin limited liability company.
 - 3) DT HMC WEST MASON, LLC, a Wisconsin limited liability company.

This certified survey map is contained wholly within the property described in the following recorded instrument:

- 1) Document Number 3064169.
- 2) Document Number 2852454.
- 3) Document Number 2985031.

Curve Table							
Curve #	Delta	Radius	Length	Chord Direction	Chord Length	Tangent Bearing	Second Tangent Bearing
C1	22°37'13"	325.00'	128.31'	S79°15'20.5"E	127.48'	S67°56'44"E	N89°26'03"E
C2	1°14'40"	325.00'	7.06'	S89°56'37"E	7.06'	S89°19'17"E	N89°26'03"E
C3	20°54'10"	325.00'	118.57'	S78°52'12"E	117.91'	S68°25'07"E	S89°19'17"E
C4	0°28'23"	325.00'	2.68'	S68°10'55.5"E	2.68'	S67°56'44"E	S68°25'07"E
C5	16°17'16"	325.00'	92.39'	S76°05'22"E	92.08'	S67°56'44"E	S84°14'00"E
C6	14°22'39"	325.00'	81.55'	S75°08'03.5"E	81.34'	S67°56'44"E	S82°19'23"E
C7	1°54'37"	325.00'	10.84'	S83°16'41.5"E	10.83'	S82°19'23"E	S84°14'00"E
C8	79°58'47"	20.00'	27.92'	S44°14'36.5"E	25.71'	S04°15'13"E	S84°14'00"E

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838, AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29, ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

GB Real Estate Investments, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. GB Real Estate Investments, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

GB Real Estate Investments, LLC, a Wisconsin limited liability company	Date
---	-------------

Print Name and Title Above

STATE OF _____)
_____) COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named to me known to be the same persons who executed the foregoing instrument and acknowledged the same.

Notary Public, State of Wisconsin

(print name) _____

My commission expires: _____

AIRPORT ZONING DISTRICT NOTE:

The Austin Straubel International Airport Director shall be contacted for review and approval to any development and land disturbing activities within Airport Zoning districts

RESTRICTIVE COVENANTS:

1. The land on all side and rear lot lines of all lots shall be graded by the property owner and maintained by the abutting property owners to provide for adequate drainage of surface water.
2. Each lot owner shall grade the property to conform to the adopted sidewalk grade elevation and maintain said elevation for future sidewalks.
3. No poles, pedestals or buried cable are to be placed so as to disturb any survey stake or obstruct vision along any lot lines or street line, a disturbance of a survey stake by anyone is a violation of section 236.32 of the Wisconsin Statutes.

SURVEYOR'S NOTES:

- 1. City of Green Bay zoning and building approvals are required prior to commencing construction of buildings, structures, drives, or parking areas, and may also be required prior to commencing grading, excavation, filling, or other land disturbing activity.**
- 2. The property owners, at the time of construction, shall implement the appropriate soil erosion control methods outlined in the Wisconsin Construction Site Erosion and Sediment Control Technical Standards (available from the Wisconsin Department of Natural Resources) to prevent soil erosion. However, if at the time of construction the City has an adopted soil erosion control ordinance, it shall govern over this requirement. This provision applies to any grading, construction, or installation-related activities.**



1250 Centennial Centre Blvd | Hobart, WI | 920-662-9641 | releeinc.com

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

DJG WEST MASON, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. DJG WEST MASON, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

DJG WEST MASON, LLC Date
a Wisconsin limited liability company

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named
to me known to be the same persons who executed the foregoing instrument and
acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14 OF SECTION 29,
ALL LOCATED IN TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

OWNER'S CERTIFICATE:

DT HMC WEST MASON, LLC, a Wisconsin limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described herein to be surveyed, divided and mapped as represented on this certified survey map. DT HMC WEST MASON, LLC does further certify that this Certified Survey Map is required by s-236.34 to be submitted to the following for approval or objection:

CITY OF GREEN BAY

DT HMC WEST MASON, LLC Date
a Wisconsin limited liability company

Print Name and Title Above

STATE OF _____)
_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, the above named
to me known to be the same persons who executed the foregoing instrument and
acknowledged the same.

Notary Public, State of Wisconsin

(print name)_____

My commission expires:_____

CERTIFIED SURVEY MAP

PART OF LOT 15 OF SECTION 29, ALL OF LOT 1 OF CERTIFIED SURVEY MAP NUMBER 9023, DOCUMENT NUMBER 2851838,
AND ALL OF LOT 1 OF SOUTHWEST WOODS, DOCUMENT NUMBER 3060725, SAID MAPS BEING PART OF LOT 14, ALL
LOCATED IN SECTION 28, TOWNSHIP 24 NORTH, RANGE 20 EAST, CITY OF GREEN BAY, BROWN COUNTY, WISCONSIN.

CERTIFICATE OF THE GREEN BAY PLANNING DEPARTMENT:

Approved by the City of Green Bay, as required by Wisconsin Statutes Chapter 236, and the City of Green Bay Municipal Code Chapter 36, Subdivision and Platting.

on this _____ day of _____, 2024.

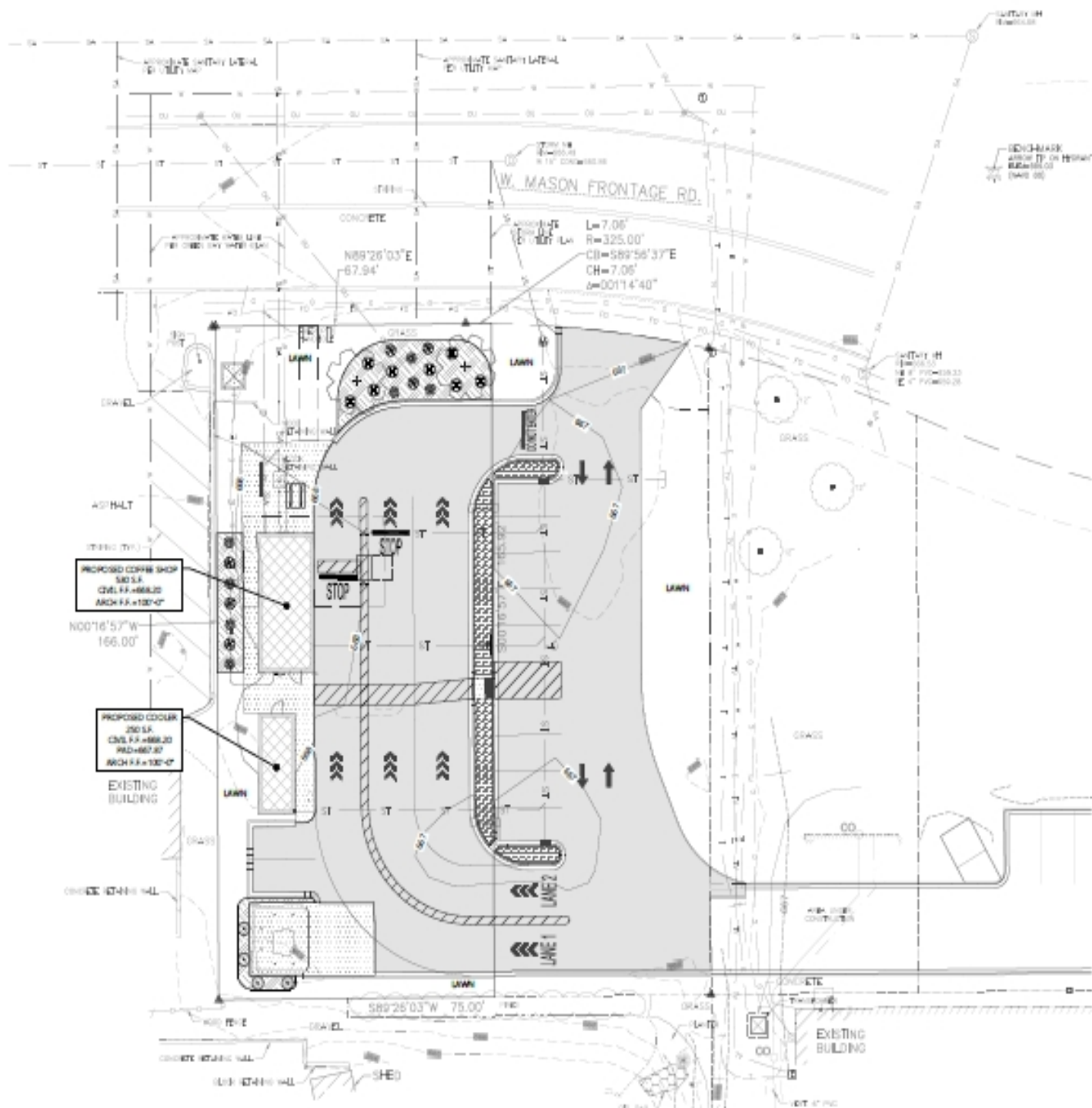
Cheryl Renier-Wigg
Development Director

CERTIFICATE OF THE GREEN BAY CITY CLERK:

As duly appointed City Clerk for the City of Green Bay, I hereby certify that the records in my office show no unredeemed taxes and no unpaid or special assessments affecting any of the lands included in this Certified Survey Map (6H-1110-8, 6H-1109-1 & 6H-4459) as of the date listed below.

Celestine Jeffreys
Green Bay City Clerk

Date





Report to the Green Bay Plan Commission

MEETING DATE

November 25, 2024

PREPARED BY

AGENDA ITEM # F.I

Director's report.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Development Tracking PUBLIC 2024I104



Community & Economic Development Department
100 North Jefferson Street - Room 608
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3300
Fax 920.448.3426

City of Green Bay Development Tracker - November 2024								
#	Project Name	Developer	Project Location	Project Description	Status Update	Housing Units		Est. Prop Value
						Total #	Under 80%	
1	200 N. Monroe	Three Sixty Real Estate	200 N. Monroe	Mixed-use, multi-family	Planning option approved until April 2025. Developer conducting due diligence/planning.	175	TBD	TBD
2	Merge @ Shipyard	Merge LLC	239 Arndt Street	Market multi-family rental, retail	Developer going out to bid for construction in January.	225	0	\$21,000,000
3	JBS	Revel49, Gorman & Co.	0 Lime Kiln Rd	Destination park, mixed housing, urban farm	Public infrastructure under construction. TID approved. Design and due diligence underway for private developments.	TBD	TBD	TBD
4	New Land 221 Cherry	New Land Enterprises	221 Cherry	Market rate multi-family rental, retail	TID and revised DA approved. Property to be transferred in November. Construction to begin in December.	268	0	\$38,000,000
5	Former Badger Sheet Metal	General Capital Group	420 S. Broadway/419 S. Maple	Market rate multi-family rental, fire station, retail, green infrastructure corridor	Site design underway.	140	TBD	TBD
6	222 Cherry St LLC	Peter Nugent	216-222 Cherry St	Market rate apts with retail 1st floor	Amendment to DA to be considered in November	61	0	\$9,500,000
7	4th Street	Neighborworks Green Bay	4th Street and Chestnut	7 unit town house development	Construction to start in November.	7	4	\$1,900,000.00
8	1035 Vandertbraak	Danna Capital, Horizon	1035 Vandertbraak & Corner Vandertbraak and Clay	52 Unit affordable housing multi story & Stacked Townhomes	Developer preparing development proposal and is seeking financing. PO expires 11/14/24.	52	TBD	TBD
9	Public Market Parking Lot Redevelopment	TBD	204 N. Chestnut	Parking ramp, multi-family housing, commercial	RFP released. Proposals to be considered by RDA in December.	TBD	TBD	TBD
10	US Bank Redevelopment	Living Downtown LLC	425 Pine Street	Convert floors 3-7 into market rate apartments	Development Agreement to be considered by RDA/Council in November	55	0	\$9,600,000

PRIMARY USE COLOR KEY	
Multi-family	
Single-family	
Commercial	
Industrial	
Public	

City of Green Bay Development Tracker - November 2024								
#	Project Name	Developer	Project Location	Project Description	Status Update	Housing Units		Est. Prop Value
11	1116 Hobart Drive Multifamily	Moski Corp.	1116 Hobart Drive	Parking ramp, multi-family housing, commercial	Term Sheet to be considered by RDA/Council in November	Total #	Under 80%	\$5,500,000
						30	0	
12	Pulliam Redevelopment	Port of Green Bay / Brown County	420 S. Broadway/419 S. Maple	Port development / C. Reiss relocation	Engineering underway for Pulliam improvements. Additional funding sought.	Total #	Under 80%	TBD
						NA	NA	
13	Cleveland Hardware/Green Bay Drop Forge	Cleveland Hardware & Forging Co.	3855 Finger Rd	Industrial	Design/engineering underway. CUP approved. PO Expires February 2025.	Total #	Under 80%	TBD
						NA	NA	
14	Grandview - Smet Construction	Smet Construction	Erie Rd at Arline	Industrial	Design/engineering underway for 15-acre development. Includes building 12,500 sf office space, 93,750 sf industrial space. PO Expires March 2025.	Total #	Under 80%	TBD
						NA	NA	
15	Grandview - Gerarden Fabrication	Gerarden Fabrication	Erie Rd at Arline	Industrial	Design/engineering underway for 5-acre industrial development for furniture fabrication. PO Expires March 2025.	Total #	Under 80%	TBD
						NA	NA	
16	Shipyard Phase 2	City/RDA	100 W. Mason St	Event lawn, dog park, urban beach, splash pad, playground	Engineering consultant selected in October. Construction to start in late 2025	Total #	Under 80%	NA
						NA	NA	
17	Schauer & Schumacher	Investment Creations	227 E Walnut, 101 & 109 N Adams St	Commercial	Planning/design underway. PO extension request to be considered by RDA in November.	Total #	Under 80%	TBD
						TBD	TBD	
18	Green Bay Public Market	On Broadway, Inc	211 N. Broadway	Public market with 20 vendors	Development Agreement approved. Construction underway and anticipated to be completed by Summer 2025.	Total #	Under 80%	\$7,000,000.00
						0	0	
19	Southwest Woods	GB Real Estate Investments	Hinkle south of Mason	Single-family houses and townhomes with road extension	TID approved. Phase 1 DA approved. Planning for Phase 2 underway.	Total #	Under 80%	\$8,000,000
						29	0	
20	445 S Baird St	Deals, Development, Partnership Capital	445 S Baird St	Single family, owner occupied home	Completion anticipated late 2024 or early 2025	Total #	Under 80%	\$243,000
						1	0	

PRIMARY USE COLOR KEY
Multi-family
Single-family
Commercial
Industrial
Public

		City of Green Bay Development Tracker - November 2024						
#	Project Name	Developer	Project Location	Project Description	Status Update	Housing Units		Est. Prop Value
21	929 N Broadway	Neighborworks Green Bay	929 N Broadway	Single family, owner occupied home	DA expires 2/28/2025	Total #	Under 80%	\$254,000.00
						1	1	
22	1008 Smith St.	Habitat for Humanity	1008 Smith Street	Affordable single-family	DA expires 12/31/2024	Total #	Under 80%	\$240,000
						1	1	
23	1132 Harvey St.	Habitat for Humanity	1132 Harvey Street	Affordable single-family	DA expires 12/31/2024	Total #	Under 80%	\$250,000
						1	1	
24	1151 Reber St.	Habitat for Humanity	1151 Reber Street	Affordable single-family	DA expires 12/31/2024	Total #	Under 80%	\$250,000
						1	1	
25	Habitat Homestead	Habitat for Humanity	0 Richmond Street	Affordable single-family owner occupied detached homes and townhomes	Development Agreement approved in March. Road construction underway.	Total #	Under 80%	\$2,925,000
						14	14	
26	1308 E. Walnut Duplex	NeighborWorks Green Bay	1308 E. Walnut	Affordable single-family duplex	DA approved.	Total #	Under 80%	TBD
						2	1	

TOTAL UNITS	UNDER 80%	TOTAL VALUE
1063	23	\$104,662,000

PRIMARY USE COLOR KEY
Multi-family
Single-family
Commercial
Industrial
Public