

**Community Development
Authority**

**Wednesday, November 4,
2020**

7:00 PM

**McFarland Municipal Center
Community Room**

AGENDA

You are invited to this meeting through a Zoom webinar. The Public is strongly encouraged to watch and participate in these meetings remotely through either the webinar or telephone options listed below.

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Webinar ID: 899 2677 3170

1. CALL TO ORDER
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of the September 2, 2020 Community Development Authority draft minutes.
4. BUSINESS.
 - a. Discussion regarding a potential development proposal for 5411 Bashford Street by Dan and Meg Chin for a mix-used development.
 - b. Presentation of Community & Economic Development Monthly Report
5. SCHEDULE NEXT MEETING DATE.
 - a. Wednesday December 2nd, 7:00pm.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

Community Development Authority

Working Draft - MINUTES

September 2, 2020

Members Present: Ken Brost, Dan Kolk, Austen Conrad, Toni Stolarik, Jerry Dietzel Stephanie Brassington (joining at 7:05 p.m.)

Members Absent: Mike Flaherty

Staff Present: Andrew Bremer, Karen Knoll

1. CALL TO ORDER

Brost called the CDA meeting to order at 7:03 pm.

2. PUBLIC APPEARANCES

None

3. APPROVAL OF MINUTES

- a. Review and possible approval of the July 1, 2020 Community Development Authority minutes.

Kolk moved to approve the July 1, 2020 Community Development Authority minutes. Dietzel seconded the motion. Motion carried 6-0.

5. BUSINESS

- a. Discussion and action to make a recommendation to the Village Board regarding a Development Agreement for tax increment financing development incentives for improvements to property located at 5923 Exchange Street, TID #4, by Shaun O'Hearn.

Bremer reviewed the history of this proposal per the director's report, and the two-step process of a TID request. Bremer also reviewed the Developer's Agreement as provided in packets, he summarized the Developer's Agreement provides both the obligations to the applicant and the Village to the terms of the incentive. This agreement provides for \$50,000.00 of TIF financing incentive to be provided upon completion of the improvements, meaning occupancy permits for the two – one bedroom apartments, completion of the sprinkler system, and, the property owner guarantees upon completion

of the project, the new assessed value of the property would be \$527,800.00 as reflected in O'Hearn's TIF application.

Kolk moved to recommend to the Village Board approval of the Developers Agreement for tax increment financing development incentives for improvements to property located at 5923 Exchange Street, TID #4, as requested by Shaun O'Hearn. Brassington seconded the motion. Motion carried 6-0.

- b. Discussion regarding current and future Community Development Authority projects and initiatives.

TIF #3 -

Bremer reviewed with member's recent approvals and projects in the community including:

4604 Siggelkow Road - Ryan Quam's Waubesa Shores

4703 Terminal Drive - Ryan Quam's Ezra Properties

4313 Triangle Street – the property acquired by the Village, Larry Byler is not looking to move forward at this time with this parcel. The Village is not currently actively marketing the site. That could be changed based on any recommendation by the CDA. There is always the potential to combine this site with others. It is not the Villages intention to sell the site as is, the goal is to redevelop the area. Members concurred it would be best to pursue razing the building.

Bremer reviewed the planned land use map for the beltline-orientated district with members, and the redevelopment district plans. Bremer has had some conversations with hotel groups who are exploring the site, but nothing is firm at this time. Members discussed the access site and Dane County parking lot, which is used most frequently for ice fishing.

TIF #4 –

Bremer reviewed properties in TID #4 – The Village was not able to come to terms with neighboring properties to the site at 5411 Bashford Street. He is working with someone who may be bringing a concept plan for the site to the CDA. Nothing has been submitted to date.

The Village did close last week on the property located at 5817 Milwaukee Street. This is being looked at for potential public off street parking in the downtown area. The Village will be looking at potentially razing the property, but there is not an immediate need at this time. Bremer reviewed other properties in the TID #4 area with members including some, which are indicated as blighted, along with the newer developments, included in the area.

Bremer reviewed TID #5 with members, which includes the Atwater project on Farwell Street; the owners are still seeking tenants for Phase II, the commercial building of the project. The McFarland Liquor store which had an expansion and façade update, and there is a possible application being submitted by owners of Angelo's Restaurant for an

expansion, along with a proposal from owners of the Maple Tree to expand their outdoor area. The Spartan Properties commercial building at 5610 U.S. Highway 51 is underway. Bremer also reviewed the property at Larson Beach Road/Taylor Road for an approximate 50 unit low-income housing apartment.

Bremer reviewed there could be possible discussion of changing the TIF policy manual by looking at increasing the amount of incentive which would be provided to a particular project if there were certain sustainability measures being taken, something more than just energy efficient windows and appliances. The second possible discussion would be whether to look at an additional type of funding for minority or woman owned businesses beyond what current limits allow within the policy manual. Looking from a social equity standpoint. These are ideas for possible future discussions.

8. SCHEDULE NEXT MEETING DATE.

a. October 7, 2020 @ 7:00 p.m.

9. ADJOURNMENT.

Kolk moved to adjourn. Brassington seconded the motion. Motion carried. Meeting adjourned at 8:08 p.m.



COMMUNITY DEVELOPMENT AUTHORITY SUMMARY SHEET

MEETING DATE: Wednesday, November 4, 2020

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding a potential development proposal for 5411 Bashford Street by Dan and Meg Chin for a mix-used development.

PREVIOUS ACTION:

ISSUE SUMMARY:

Dan & Meg Chin (Dan Chin Homes), have approached the Village about the possible acquisition of 5411 Bashford Street. The property is zoned C-C Central Commercial. The property is in TID #4 and was acquired by the Village in 2017 for the purpose of blight elimination and redevelopment to a higher and better use. The Village previously invested about \$65K in the purchase and clean-up of the property, including building demolition and removal of an underground tank in 2018. With removal of the tank, the WDNR has given the property a No Action Required (NAR) determination.

The packet includes a conceptual site plan developed by the Chins for the potential construction of a two-story, mixed-use building. The ground floor would consist of 3,659 total square feet. Dan Chin Homes would occupy the larger commercial unit and there would be a second smaller commercial unit available for lease (tenant TBD). The second floor of the building would consist of three two-bedroom apartments. The packet includes a representative photo of the architectural building style the Chins are considering for the project (at a smaller scale).

There are several site design challenges associated with this project. The concept plan identifies the existing parcel boundaries (green lines). The proposed building would encroach the right-of-way along Johnson Street. In addition, there is an existing sanitary sewer main within the right-of-way of Johnson Street, outside of the existing curb that connects to an existing man-hole on Bashford Street. The proposed building would also encroach on the existing sanitary main. To address these site constraints, the applicants desire to have the Village vacate a portion of the right-of-way along Johnson Street to the property to enlarge the parcel size. In addition, the applicants propose relocating the existing sanitary sewer main closer to the existing curb along Johnson Street. The existing right-of-way along Johnson Street is approximately 100 feet wide at the intersection with Bashford Street, tapering to 51 feet wide at the southeast corner (rear) of the property. The concept plan identifies a proposed right-of-way of 60 feet, except in those areas where the existing ROW is already less than 60 feet. This conforms to the minimum ROW width of the Village's Subdivision Code for local streets. No changes to the actual curb-to-curb street width are proposed. The concept plan identifies a proposed crosswalk across Bashford Street. The Village may want to further evaluate the configuration of the



existing intersection, as part of any redevelopment of the adjacent parcel, to improve vehicular and pedestrian safety.

Additional site constraints include traffic circulation and parking. The concept plan includes an off-street parking lot consisting of 11 stalls with access from Johnson Street only. Johnson Street is a one-way street so vehicular access from Bashford Street would not be feasible with the design as proposed. The off-street parking requirements in Sec. 62-172(j) are advisory only for the C-C District. In areas outside the C-C District, the Zoning Code requires two spaces per two-bedroom dwelling units, and one space per 300 square feet of commercial gross floor area. This equates to 17 total stalls. The proposed concept should provide adequate off-street parking for the residential tenants with a few remaining spaces for commercial use. Additional on-street parking is available as well as a public parking lot across Bashford Street. Note, reductions in the proposed off-street parking may be necessary to accommodate a dumpster enclosure.

The proposed building would have front setbacks ranging from ~1-9 feet along Bashford and Johnson Street, ~5-foot side setback to 5407 Bashford, ~70-foot rear setback to 6004/6006 Johnson Street, and would be two stories in height with a hip roof. There is no minimum lot area, lot width, building height or setback requirements for properties zoned C-C under Sect. 62-72 of the Zoning Code. The property is subject to the TID #4 Design Guidelines which are included in the packet. The proposed building setbacks, height and uses are consistent with the guidelines; however, consideration should be given to appropriate transitions to adjacent buildings, the context of the proposed buildings relative to the site, and ensuring building materials meet or exceed the TID #4 building design guidelines.

The project as proposed would need several plan and permit approvals including:

- Vacation of the Right-of-Way. This requires completion of several steps including recording a Lis Pendens, public hearing and resolution approved by the Village Board.
- Conditional Use Permit. Residential units in the C-C District require approval of a CUP from the Plan Commission.
- Site/Design Permit. The project would require approval of a site/design review permit from the Plan Commission.
- TIF Application/Real Estate Acquisition & Development Agreement. Any requests for TIF assistance will require the review and approval of a TIF Development Incentives Application by the CDA and Village Board and an associated Real Estate Acquisition and Development Agreement.

Before the applicant and Village staff invest further resources pursuing these permits, the project is being presented for pre-application discussion with the CDA on November 4 and the Plan Commission on November 16. The purpose of the pre-application meetings is to provide the applicant and Village staff with initial non-binding comments regarding the proposed use and design of the site before working on the more detailed planning and design efforts.

FINANCIAL/BUDGET IMPACT:

The applicant's have estimated a preliminary construction budget of \$800K-\$1M. Assuming the conservative end of that range, and an assessment to construction cost ratio of 75%, the property upon completion would



have an estimated assessed value of \$600K. If the project were completed in 2021, the estimated annual tax increment generated from the project would be \$12K, with a total of \$144k over the remaining life of TIF #4. A more detailed proforma analysis will be completed if the project proceeds and more detailed construction cost estimates are provided. In addition to tax increment, the three apartments would be subject to parkland impact fees, park improvement impact fees, and library impact fees. By way of example, these fees would total \$11,590.26 using year 2020 effective rates.

VILLAGE PLAN REFERENCE:

The property is identified within the Downtown future land use category within the Village's 2017 Comprehensive Plan. Figure 4.1 of the plan, provides a general description of preferred land uses including commercial services, retail, restaurants, lodging, office, multiple family residential (mainly in upper stories), and institutional including on site and/or buildings that mix uses. Figure 4.1 further recommends development policies including arranging uses in a bike and pedestrian oriented environment with off- and on-street parking; minimal building setbacks; and building materials, designs, placement, and scale that are compatible with existing development form.

Over the past couple of years the CDA has discussed various potential future uses of the property including for a single family home, duplex, commercial or mixed-uses. Within the packet is a copy of the Priority Redevelopment Sites from the Village's Redevelopment District No. 2 Plan adopted in 2010. The plan identified the property, along with the adjacent 5407 Bashford Street parcel, for potential residential redevelopment for four townhouse units. More recent discussions by the CDA have indicated a preference for mixed-use development on the site, consistent with the 2017 Comprehensive Plan and C-C Zoning. Early this year the Village Board authorized an offer to purchase 5407 Bashford Street but the Village was unable to come to agreeable terms with the property owner which would have enabled the Village to combine the two properties to create a larger redevelopment site. Staff recommends consideration for recording potential easements on the 5411 parcel that could enable future shared vehicular access along the shared side lot line with 5407 Bashford Street should this parcel redevelop in the future.

ORDINANCE REFERENCE:

Sec. 56-140, Specifications for Preparation, Construction and Dedication of Streets and Roads
Sec. 62-71, Commercial District Permitted Uses
Sec. 62-72, Bulk Standards for Commercial Districts
Sec. 62-311, Site/Design Review
TID #4 Design Guidelines

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

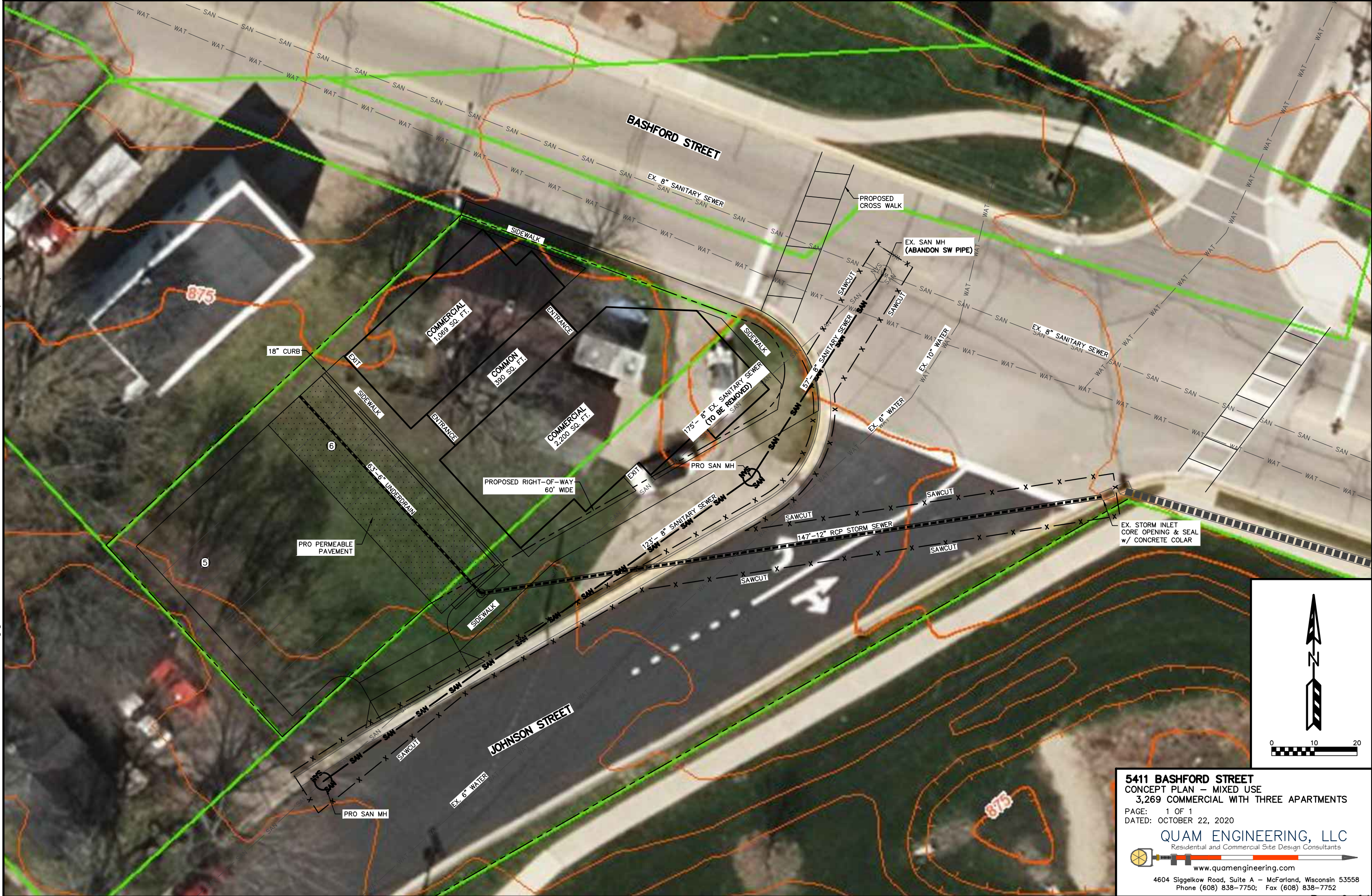
This agenda item is presented for discussion only.

ATTACHMENTS:

1. 5411 Bashford Street_Concept Plan_2020-10-22
2. 5411 Bashford_Example Building Photo
3. TID 4 Design Guidelines_09.22.08
4. McFarland_Comprehensive_Plan_-_Future_Land_Use_Map
5. Comp Plan, Figure 4.1(page 35)



6. Pages from Redevelopment District No. 2



5411 BASHFORD STREET
CONCEPT PLAN - MIXED USE
3,269 COMMERCIAL WITH THREE APARTMENTS

PAGE: 1 OF 1
DATED: OCTOBER 22, 2020

QUAM ENGINEERING, LLC
Residential and Commercial Site Design Consultants

 www.quamengineering.com
4604 Siggelkow Road, Suite A - McFarland, Wisconsin 53558
Phone (608) 838-7750; Fax (608) 838-7752



TID #4 – DESIGN GUIDELINES

**APPROVED BY RESOLUTION 06-2008
September 22, 2008**

SITE DESIGN

- Connect building entries to sidewalks and crosswalks.
- Provide bicycling parking.
- Locate service area, mechanical equipment and refuse containers to the rear of the building and screen them. Mechanical equipment may be located on top of the building if adequate screening is provided.
- Setback new building 0-10 feet from the front lot line. Large buildings may require a greater setback to provide an appropriate transition for adjacent buildings.
- Locate parking behind or to the side of the main building or underground with overhead doors facing the side or rear yard.
- Orient primary building facades parallel to the primary and abutting street with entrances to store fronts oriented to that street.
- Coordinate vehicular and pedestrian circulation with adjacent lots to promote shared parking and to minimize creation of excess paved areas.
- Developers are encouraged to refer to the Dane County Erosion Control and Stormwater Management Manual – Appendix I, 2nd Edition, January 2007, when designing stormwater plans.

BUILDING DESIGN

- Vertically mix use with commercial/retail/office on ground floor and residential above.
- Commercial buildings should be 2 – 3 stories in height. If a one story building is allowed, design exterior walls to appear at least one and one-half stories in height.
- Vary building facades by using different but complementary colors, material arrangements, wall setbacks, (staggered facades) roof lines, and/or window design. Architectural design should be compatible to surrounding structures.
- For larger buildings use various techniques to reduce apparent scale and monotony and to maintain the traditional theme of the downtown by proper use of window patterns, courtyards, parapets, articulated entranceways, wall setbacks, roof overhangs, awnings, moldings and fixtures. The front facade of wider buildings should be divided into separate bays consistent with prevailing storefronts.

- For multiple building projects design each building to create a visual relationship among all buildings.
- Provide overhangs for pedestrian shelter.
- Emphasize high quality wall materials such as brick, glass, or wood. Do not allow concrete block and vinyl siding on facades facing primary streets. Metal siding is prohibited see Section 13-1-224 (2) h.5. of the Municipal Code.
- Maintain the high proportion of transparency from ground-level display windows and doors found among existing buildings. The proportions of door and window openings should be consistent with existing pattern in the area to reinforce a strong horizontal relationship along the block.

LIGHTING

- Locate pedestrian scale lighting in front of buildings, not to exceed 12 feet in height and parking lot lighting to not exceed 25 feet in height (including concrete base). Lights shall not point or glare into 2nd story of residential units.
- Utilize light fixtures with 90° downcast cutoff fixtures (without drop lenses) to minimize lighting impacts on nearby residential properties.
- Average illumination levels in parking lots should not exceed 5 foot candles, and at the property lines shall not exceed .5 foot candles.
- Light fixtures shall have a complementary architectural style replicating the traditional architectural style of the area.
- Provide appropriately scaled lighting along pedestrian pathways along the side and rear of the buildings.
- Encourage energy efficient lighting whenever possible. Mercury vapor lights are prohibited.

PARKING

- Allow on-street parking for commercial businesses.
- Site parking should be to the rear on non-street side. Side parking may be allowed if buffered.
- Promote shared parking lots among uses with parking demands at different times of the day.
- Locate parking lots to the inside of all setbacks (to eliminate encroachments), except for approved shared parking areas.

- Provide landscape islands, each with a minimum size of 200 square feet and at the minimum rate of one island for every 12 parking spaces. The number of islands may be reduced for approved shared parking spaces.
- Encourage pedestrian walkways through parking lots to buildings.
- All parking area shall be paved with an approved hard surface such as asphalt, concrete, or pervious pavement.

SIGNAGE

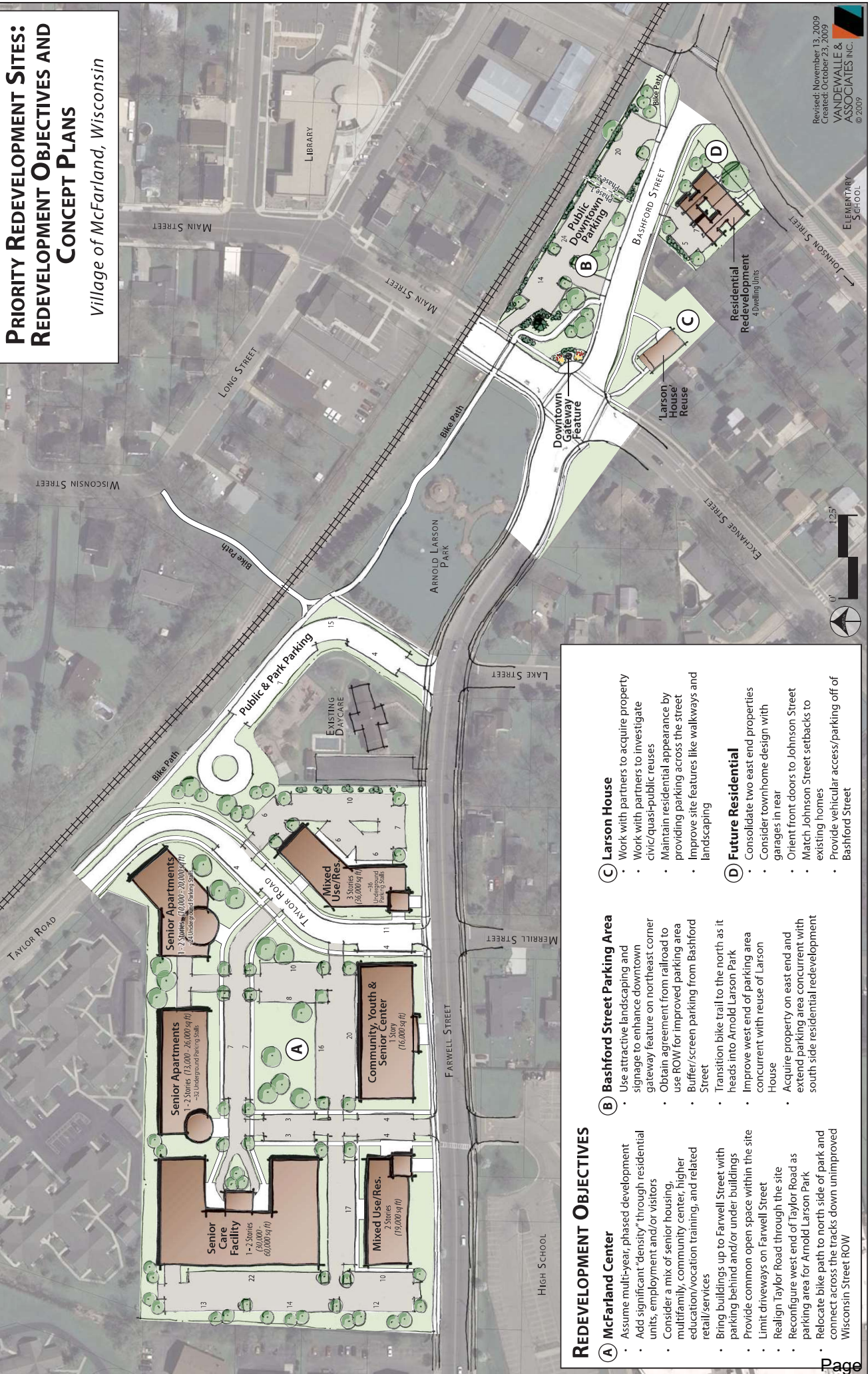
- On-building signage shall be on the first floor areas of the building.
- On-building signs may be awning, projecting, wall-mounted, or window-type signs. Signs shall be shaped to reflect the use of the building, scaled with relation to the size and traditional architectural style of the building as well as the pedestrian orientation of the downtown area.
- Monument signs shall be constructed of durable materials which are the same as those materials on the main building.
- The following types of signs will not be permitted: roof signs; temporary signs(defined in Section 15-1-31(w) of the Municipal Code). displayed for more than 10 consecutive days or 30 total days in a calendar year; inflatable signs or displays; portable signs, such as mobile trailer signs, changeable message or streaming message signs; flashing signs; internally illuminated signs; rippling or sparkling signs; spotlights; and a wide variety of strings of lights, tinsel, pom pons, pinwheels, pennants, banners, streamers, and related attention-getting devices.

Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Neighborhood	A carefully planned mix of mostly single-family residential development, with well-designed, limited components of two family and townhouse residential, multiple family residential, institutional, and recreational land uses. All served by public sanitary sewer and water systems.	R-1 Residence District R-2 Single- and Two-Family Residence R-3 General Residence R-E Elderly Residence PD, PD-I Planned Development (Village may also wish to establish a “neighborhood” zoning district)	1. Unless the developer is following the Village’s East Side Neighborhood Growth Area Plan, require preparation of detailed neighborhood plans in advance of development applications in planned Neighborhood areas. Neighborhood development plans specify the arrangement of different land uses, environmentally sensitive areas, roadways, parks and trails, and other major infrastructure investments. 2. Accommodate a mixture of housing types, costs, and densities, while maintaining the predominance of single-family housing in the community. The Village policy is that at least 65% of new housing units in the planned Neighborhood area as a whole should be single family residences. 3. Promote neighborhoods that instill a sense of community with their design – including gathering places, parks, open spaces, pedestrian and bicycle access, schools, and churches. 4. Refer also to policies applicable to Single Family Residential, Two Family and Townhouse Residential, Multiple Family Residential, and other future land use categories that comprise each Neighborhood area.
Downtown	Mapped within the historic Downtown area of the Village, generally aligning with the Village’s TID #4 boundary. Land uses and activities here are designed to create vibrant places and community gathering spots. Desirable land uses include commercial services, retail, restaurants, lodging, office, multiple family residential (mainly in upper stories), and institutional, including on sites and/or buildings that mix uses.	C-C Central Commercial PD-I Planned Development-Infill R-3 General Residence (limited use)	1. Follow the recommendations of more detailed plans for the Downtown area, such as the TID #4 Project Plan, the Downtown Strategic Market Analysis and Opportunities Assessment, the Downtown Plan (1999), and the Village Center Master Plan. Per the recommendations of the Economic Development chapter, the Village may update and possibly consolidate such plans. 2. Preserve the architectural and historic character of the Downtown with the application of such detailed plans, design standards there and in the zoning ordinance, and incentives where practical. 3. Arrange uses in a bike and pedestrian oriented environment with off- and on-street parking; minimal building setbacks; and building materials, designs, placement, and scale that are compatible with existing development form. 4. Retain and expand governmental facilities in the Downtown area to reinforce public commitment and enhance activity, perhaps including a new family-oriented recreational facility and/or municipal campus expansion.
Highway and General Commercial	A range of retail, commercial service, office, restaurant, lodging, health care, outdoor sales, and institutional uses, with limited outdoor display and storage. Mapped mainly along Highway 51. All uses served by public sanitary sewer and water services.	C-H Highway Commercial C-G General Commercial PD, PD-I Planned Development	1. Rezone sites designated for Highway and General Commercial use on Map 6 only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 2. Require larger-scale commercial developments to address traffic, environmental, and neighborhood impacts, including neighborhood-sensitive recommendations in areas adjacent to existing single family uses using the standards in Figure 4-2 and the zoning code.

PRIORITY REDEVELOPMENT SITES: REDEVELOPMENT OBJECTIVES AND CONCEPT PLANS

Village of McFarland, Wisconsin

Revised: November 13, 2009
Created: October 23, 2009
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REDEVELOPMENT OBJECTIVES

A McFarland Center

- Assume multi-year, phased development
- Add significant "density" through residential units, employment and/or visitors
- Consider a mix of senior housing, multifamily, community center, higher education/vocation training, and related retail/services
- Bring buildings up to Farwell Street with parking behind and/or under buildings
- Provide common open space within the site
- Limit driveways on Farwell Street
- Realign Taylor Road through the site
- Reconfigure west end of Taylor Road as parking area for Arnold Larson Park
- Relocate bike path to north side of park and connect across the tracks down unimproved Wisconsin Street ROW

B Bashford Street Parking Area

- Use attractive landscaping and signage to enhance downtown gateway feature on northeast corner
- Obtain agreement from railroad to use ROW for improved parking area
- Buffer/screen parking from Bashford Street
- Transition bike trail to the north as it heads into Arnold Larson Park
- Improve west end of parking area concurrent with reuse of Larson House
- Acquire property on east end and extend parking area concurrent with south side residential redevelopment

C Larson House

- Work with partners to acquire property
- Work with partners to investigate civic/quasi-public reuses
- Maintain residential appearance by providing parking across the street
- Improve site features like walkways and landscaping

D Future Residential

- Consolidate two east end properties
- Consider townhome design with garages in rear
- Orient front doors to Johnson Street
- Match Johnson Street setbacks to existing homes
- Provide vehicular access/parking off of Bashford Street

Memorandum

To: McFarland Plan Commission & Community Development Authority Members

From: Andrew Bremer, AICP
Community & Economic Development Director

Date: October 12, 2020

Re: **September Community & Economic Development Department Highlights**

The following is a summary of new construction activity for the month of September and YTD, including permit numbers and associated revenues.

YTD New Construction Building Permits

Community Development Department, Number of Permits Issued									
	2019	5-Year	4-Year	3-Year	2020	2019	2018	2017	
Building Permits (new construction)	Actual	Average	Average	Average	Actual YTD	Actual YTD	Actual YTD	Actual YTD	
SF	67	52	60	66	38	42	54	41	
MF	8	3	4	4	2	7	11	11	
Com	1	3	3	3	2	0	4	6	
Total	76	58	67	74	42	49	69	58	

55 total building permits issued in September, including one new single-family dwellings. The effects of COVID-19 on consumer spending on new home construction will likely continue to lag 2017-19 YTD totals; however, these were very active construction years compared to the Village's prior 20-year average of 33 new SF residential units per year. The Village is currently on pace for 51 new SF home permits for 2020. The year started with 61 vacant SF lots in the active east-side subdivisions.

YTD Department Revenues

Community Development Department, Annual Revenues									
		2019	6-Year	4-Year	2-Year	2020	2020	YTD % of	2019
Account		Actual	Average	Average	Average	Budget	Actual YTD	Budget	Actual YTD
44300-101	Building Permit	\$ 107,314	\$ 73,920	\$ 94,578	\$ 115,945	\$ 100,000	\$ 71,035	71%	\$ 74,943
44300-102	HVAC Permit	\$ 31,034	\$ 27,285	\$ 36,095	\$ 40,340	\$ 45,000	\$ 24,259	54%	\$ 21,515
44300-103	Plumbing Permit	\$ 37,370	\$ 29,268	\$ 38,326	\$ 43,597	\$ 45,000	\$ 22,721	50%	\$ 22,959
44300-104	Electrical Permit	\$ 47,101	\$ 37,331	\$ 47,273	\$ 54,900	\$ 50,000	\$ 33,831	68%	\$ 29,930
44300-105	Sprinkler Fee	\$ 2,722	\$ 2,263	\$ 3,223	\$ 3,409	\$ 4,000	\$ 3,855	96%	\$ 935
44300-106	Fire Alarm Inspection Fee	\$ 4,515	\$ 2,093	\$ 3,111	\$ 5,473	\$ 2,000	\$ 1,790	90%	\$ 4,525
44300-108	CD Occupancy Inspection Fee	\$ 8,450	\$ 6,842	\$ 9,250	\$ 9,300	\$ 10,000	\$ 5,790	58%	\$ 4,805
44900-000	Misc. CD Permit Fees	\$ 104,710	\$ 103,794	\$ 142,423	\$ 147,591	\$ 100,000	\$ 85,064	85%	\$ 71,500
46800-000	Community Development Fees	\$ 9,777	\$ 9,130	\$ 9,840	\$ 9,324	\$ 10,000	\$ 20,971	210%	\$ 8,141
47210-000	City - Building Inspection	\$ -	\$ 24,802	\$ 19,456	\$ 3,440	\$ -	\$ -	0%	\$ -
	Total Revenue	\$ 352,993	\$ 316,728	\$ 357,574	\$ 433,317	\$ 366,000	\$ 269,316	73.6%	\$ 239,252
	Percent Change	-31.3%	x	x	x				

* As of 09/30, 75% through calendar year

Total C&ED deposits for the month of September were \$43,098.82. Prior year September totals were \$21,147.14 in 2019, \$75,788.68 in 2018, and \$89,728.46 in 2017. Through the first quarter of 2020, total C&ED revenues are 1.4% lower than the YTD percent of budget.

Summary of Department Activities:

- Village Board action on September C&ED related applications/projects:
 - Resolution 2020-16. Approved Village joining WDNR Green Tier.
 - 3365 Siggelkow Road. Approved new home on private septic and well.
 - 6010 US 51 (Maple Tree). Approved outdoor patio expansion.
 - Prairie Place Lot 57 & 58 (CF Investments). Approved condominium plat.
- Review and evaluation of proposals received in response to the McFarland Sustainability Plan RFP.
- Status update of larger development projects previously approved:
 - 4719 Farwell Street (The Atwater, mixed use). Construction on-going. Applied for reimbursement of \$250,000 WEDC Grant as part of Village's development incentive. Payment received. Phase II construction of the adjacent commercial development has been slowed due to COVID. Developer still working with perspective tenants. Phase 1 likely to be completed by the end of year ahead of schedule.
 - 4608 Siggelkow Road (Waubesa Village Phase 3). Expected to begin construction in October.
- Meetings, Webinars & Conferences attended by Department Director:
 - September 1st, Ad Hoc Sustainability Committee Meeting
 - September 14th, Board of Zoning Appeals Meeting
 - September 14th, Village Board Meeting
 - September 15th, Chamber Board Meeting
 - September 15th, Public Utilities Meeting
 - September 21st, Plan Commission Meeting
 - September 28th, Village Board Meeting
 - September 29th, Juniper Hollow LLC Neighborhood Meeting

Look ahead to potential November 4th CDA Agenda Applications:

- 5411 Bashford Street. Pre-application meeting for potential mixed-use development.

Look ahead to potential November 16th PC Agenda Applications:

- 5411 Bashford Street. Pre-application meeting for potential mixed-use development.
- 4845 Taylor Road & 4900 Larson Beach Road (Taylor Pointe Apartments). Request by MSP for a CSM to combine the lots.
- Review of draft Affordable Housing Study RFP.