

**Community Development
Authority**

Wednesday, March 3, 2021

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.

PLEASE CLICK THE LINK BELOW TO JOIN THE ZOOM WEBINAR:

<https://us02web.zoom.us/j/82868314010>

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Webinar ID: 828 6831 4010

1. CALL TO ORDER
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of the February 3, 2021 Community Development Authority meeting minutes.
4. BUSINESS.
 - a. Discussion regarding redevelopment of 4313 Triangle Street including a preliminary development proposal by CTW Abbey Carpet & Floor for an office/warehouse development.
 - b. Discussion regarding a Tax Increment Financing Development Incentives Application by Dan & Meg Chin – 5411 Bashford LLC, for 5411 Bashford Street, Tax Increment District #4.
5. CLOSED SESSION.
 - a. Discussion and action in order to convene in Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investment of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, specifically related to the sale of property and the investment of public funds regarding the Tax Increment Financing Development Incentives Application by Dan & Meg Chin – 5411 Bashford LLC, for 5411 Bashford Street, Tax Increment District #4.
 - b. Discussion and action to reconvene into Open Session
6. BUSINESS

- a. Discussion and action to make a recommendation to the Village Board regarding a Tax Increment Financing Development Incentives Application by Dan & Meg Chin – 5411 Bashford LLC, for 5411 Bashford Street, Tax Increment District #4.
- b. Presentation of Community & Economic Development Department monthly report.

7. SCHEDULE NEXT MEETING DATE.

- a. Wednesday April 7, 2021

8. 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

February 3, 2021

Members Present: Ken Brost, Austen Conrad, Toni Stolarik, Stephanie Brassington, Mike Flaherty, Jerry Dietzel

Members Absent: Dan Kolk

Staff Present: Andrew Bremer, Stephanie Miller, Karen Knoll

1. CALL TO ORDER

Brost called the meeting to order at 7:00 pm.

2. PUBLIC APPEARANCES

Christina – 5910 Anthony Street, Homestead Apartments – concerned over activities in the building causing the need for numerous police visits, looking for ways to work together to help improve the conditions in the property for everyone. She is looking for someone in the municipality to advocate for the residents. Bremer advised he has reached out to this party but was unable to reach her; he will make contact to discuss her concerns.

3. APPROVAL OF MINUTES

- a. Review and possible approval of the January 6, 2021 Community Development Authority minutes.

Flaherty moved to approve the January 6, 2021 Community Development Authority minutes. Brassington seconded the motion. Motion carried 6-0

4. BUSINESS

- a. Discussion regarding potential use and redevelopment of 4008 Terminal Drive, preapplication meeting requested by Chad Strutzel.

Chad Strutzel currently owns a restaurant and construction business in Stoughton. Strutzel indicated he is a sports car enthusiast and recently visited Irongate Motor Works auto condominiums in Naperville, IL. He feels this would be a good concept in the Madison area as there are many car enthusiasts, but no facility like this. He researched areas to see which would best fit this type of business and felt the Terminal Drive location is a convenient to all surrounding areas and communities. This is not just storage units for exotic cars, but storage of high-end cars, boats, and a community for car shows, car

hobbyists, and businesses related to cars. This is a social place for the community. A type of one stop shop for auto enthusiasts.

Strutzel reviews his preliminary plan as submitted and how it would potentially layout on the site along with retail space, which would fit in with the neighboring businesses. Strutzel indicated he has spoken with neighboring property owners and they are positive about this type of business in that location and feel it would increase their business.

Members viewed the videos and photos provided by Strutzel as submitted in packets along with a preliminary concept plan. The units will store vehicles along with some having living room type areas, kitchenettes, etc. He would like to have a community gathering area terrace backing up to the marsh on the property. Strutzel indicated this is just a rough layout of what he envisions for the site, he feels the location is ideal for this type of use.

Bremer summarized the staff comments as provided in packets. There is no action being taken tonight. Bremer reviewed the parcels, zoning, and advised all three properties are in TID #3. Bremer indicated there would need to be storm water management area on site, there is also wetland, which would require a 75' setback, and, this would all need to be addressed in a more detailed plan. Bremer went over the future land use plan with members. Bremer indicated he has spoken with Strutzel over what category this would fall under, as Strutzel feels they are automotive condominium suites, which is not a defined use under the McFarland zoning code. When that takes place, you look to the most applicable use listed under zoning code, which would be mini-warehouses, even though the proposal would be more built out than a mini-warehouse. This project would then fall under a conditional use. Bremer reviewed the process of a conditional use, a comprehensive plan amendment, and the Terminal Triangle District plan with members. Bremer summarized if this was to move forward the path would likely be a comprehensive plan amendment, a rezone permit for the woodland parcel to the C-H Commercial Highway District, a condition use permit for all three properties, a CSM in some capacity and site design review.

Brost polled members and discussed with Strutzel the preliminary proposal as submitted including size of the proposal, setbacks, timeline, the possibility of TIF request for the project, phasing of the project, events at the site, and potential of attracting people into the community and this is a blighted area. Strutzel indicated he had not thought about making a TIF request for the project at this time. His plan would be to develop the site, prep all the land and then build units to suit one building at a time based on sales over a few years. Discussion also included potential parking for people who would come to any event held on site, lack of on-street parking in this area, conflicts with semi-truck traffic, assessed value and sizes of the units, what would be stored in them. Strutzel indicated this would be catering to automotive hobbyists, not for storage of R.V's etc. Bremer reviewed what the next steps for Strutzel would be in this process, the Plan Commission will be looking at this as a preliminary application at their February meeting as well. Strutzel will need to use the preliminary feedback he receives from the CDA, Plan Commission and Village staff and determine if he wants to continue with the project including the submittal of the various planning and zoning permits as outlined.

5. CLOSED SESSION.

- a. Discussion and action in order to convene in Closed Session in accordance with Wis. Stats. 19.85(1)(e) to deliberate or negotiate the investment of public funds or other specified public business whenever competitive or bargaining reasons require a closed session, specifically related to the acquisition of property at the following locations:

- 1) 4008 & 4012 Terminal Drive, including parcel# 0710-273-8620-1 (Tax Increment District #3)

Brassington moved to convene into closed session, Conrad seconded the motion. Motion carried on a roll call vote 5-0 with Flaherty having left the open session meeting for the closed session before the vote was taken. Meeting moved into closed session at 8:05 p.m.

- b. Discussion and action to reconvene into Open Session.

Brost moved to reconvene in open session. Brassington seconded the motion. Motion carried 6-0. Meeting reconvened into open session at 8:35 p.m.

6. BUSINESS

- a. Discussion and possible action to make a recommendation to the Village Board regarding the acquisition of property located at 4008 & 4012 Terminal Drive, including parcel# 0710-273-8620-1, within Tax Increment District #3.

Flaherty moved to postpone discussion. Stolarik seconded the motion. Motion carried 6-0.

- b. Presentation of Community & Economic Development Monthly Report

Bremer reviewed the monthly Directors report as provided in packets. There will be a TIF application at the March meeting for discussion of 5411 Bashford Street.

7. SCHEDULE NEXT MEETING DATE

- a. March 3, 2021 @ 7:00 p.m.

8. ADJOURNMENT.

Brassington moved to adjourn. Stolarik seconded the motion. Motion carried. Meeting adjourned at 8:39 p.m.

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Wednesday, March 3, 2021

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding redevelopment of 4313 Triangle Street including a preliminary development proposal by CTW Abbey Carpet & Floor for an office/warehouse development.

PREVIOUS ACTION:

The Village acquired 4313 Triangle Street in 2020 for the purpose of revitalizing an underutilized and blighted property. Since acquisition, the Public Works Department temporarily used the property for storage while renovations were completed to their facility.

With that project now completed, the CDA should renew conversations regarding redevelopment of the property.

ISSUE SUMMARY:

The Village has been approached by agents for the owner of CTW Abbey Carpet & Floor (4920 Triangle Street) regarding their interest in acquiring 4313 Triangle Street from the Village to build a new building to house WISCO Cabinets wholesale sales and support staff, as well as supporting CTW warehousing operations. The WISCO business would relocate from their facility in Waunakee to McFarland. The packet includes a summary letter of interest and preliminary site and building design plans.

The property is 1.58 acres in size and zoned M-IC, Manufacturing-Intensive Commercial. The proposed use is for building materials (fully enclosed), wholesale trade, warehousing, and office uses within a 27,150 square foot building. These uses are permitted uses in the M-IC districts, with any outdoor display of materials for rent or sale permitted by conditional use. The building would primarily be occupied by WISCO Cabinets/CTW (21,276 SF), with a proposed 5,385 SF space for a tenant (TBD).

The development project is subject to the standard design guidelines for all commercial properties in the Village as described in Section 62-310(c) of the Zoning Code. In addition, the property is located within the Terminal and Triangle Design Overlay Zoning District, Section 62.73, which requires development projects also follow the Meinders/Triangle Subdistrict Guidelines from the 2005 Terminal and Triangle District Plan. An initial staff review of the applicant's concept adherence to these guidelines is provided in the packet based on available information.

The property is also subject to the bulk standards for the M-IC District, Section 62-72. The site plan appears to meet the minimum building setback requirements. The site plan also takes into



consideration an area with prior soil contamination in the southwest corner of the property. This area of the property has residual soil and groundwater contamination from a former underground unleaded gasoline storage tank that was removed in 1995. The extent of the contamination in soil and groundwater was investigated, and the site was closed by the WDNR in 2006.

However, due to the remaining contamination at the site, continuing obligations include the requirement to properly dispose of petroleum contaminated soil if excavated during redevelopment work on the property and a potential for vapor intrusion for any building constructed over the petroleum contaminated soil or groundwater. In 2020, the Village completed a Phase I Environmental Site Assessment prior to acquisition of the property. A summary of the Phase I is included in the packet including a map of the soil and groundwater contamination area from 2003. Parking and drive aisles are allowed in the area of potential residual soil contamination and it is possible that the proposed building would not encounter soil contamination during construction if the building does not require a deeper foundation work.

This aspect of the site should be further analyzed by the applicant's design team as part of any future site/design application.

FINANCIAL/BUDGET IMPACT:

The Village acquired the property in 2020 at a purchase price of \$475,000. The purchase was paid for through existing TID #3 fund revenues. This project has the potential to recoup the purchase expense, provide additional tax increment to TID #3 through the increased property value from the proposed building, and add additional job growth for the Village, and help an existing McFarland business expand its operations. A proforma estimating the financial impacts to the TID will be prepared as part of future consideration by the CDA and Village Board of a formal real estate acquisition and development agreement if the proposed project progresses.

The terms of any purchase price or development agreement have not been discussed at this time. Assuming conservative construction cost estimates of \$3/SF for site and \$75/SF for the building, the project would result in an increased property value of \$2.2M, yielding approximately \$34K per year in tax increment, and \$200K prior to closure of TID #3 assuming 2021 construction.

VILLAGE PLAN REFERENCE:

4313 Triangle Street is located within the following adopted Village plans:

- TIF District #3 (adopted 2004).
- Terminal and Triangle District Plan (adopted 2005), specifically the Triangle/Meinders Subdistrict. Preferred land uses include light industrial, office, and contractor shops/services. Appendix B of the plan includes a Summary of Site and Building Design Standards.
- Redevelopment District No. 1 (adopted 2010), specifically within the Triangle/Meinders Subdistrict. This plan identifies the property as meeting the statutory definition of "blight" and proposes future redevelopment for commercial or light industrial uses.
- Comprehensive Plan (adopted 2017). This plan identifies the property for future industrial development including warehousing, distribution, office, and storage uses.

ORDINANCE REFERENCE:



Sec. 62-71 Permitted and Conditional Uses - Commercial Districts

Sec. 62-72 Bulk Standards - Commercial Districts

Sec. 62-73 Terminal and Triangle Design Overlay District

Sec. 62-310 Site Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is for discussion only to provide the CDA an opportunity to discuss the redevelopment of 4313 Triangle Street and to provide CTW/Village Staff with initial feedback on the proposed land use and preliminary site and building design, prior to CTW completing more detailed site/design plans or negotiating a real estate acquisition and development agreement.

ATTACHMENTS:

1. 4313 Triangle-CTW Pre-Application Site Plan-02.24.2021
2. Pages from Phase I ESA Report 4313 Triangle Street
3. Map_2_-Planned_Land_Use_TTD Plan
4. Sec. 62-310 Site Design Review_CTW_02.25.21
5. Appendix B Site and Building Design Standards for Meinders-Triangle Subdistrict_CTW_02.25.21



CTW

Abbey Carpet & Floor®

America's choice in floor fashions since 1958.

Hi Andrew,

I am writing to inform the Village of McFarland of our interest in purchasing 4313 Triangle street. Our intention for this parcel is to build a new building to house WISCO Cabinets wholesale sales and support staff needs for CTW Abbey Carpet and Floor, as well as to serve both businesses providing increased warehouse space. This new building would include the addition of a tenant space as well.

We are a locally owned company that has its main business, CTW Abbey Carpet and Floor at 4920 Triangle street. We would be keeping this current location and bringing Wisco Cabinets which currently resides at 201 Moravian Road in Waunakee to the new location at 4313 Triangle Street. With this purchase we would be bringing Wisco cabinets to McFarland as well as expanding CTW's current business in McFarland.

Wisco cabinets is a wholesaler of cabinets that services mainly the Wisconsin and southern Illinois area. Our main clientele is Kitchen and Bath design firms as well as Property Management Accounts. Having both businesses in McFarland in close proximity would be an asset to us.

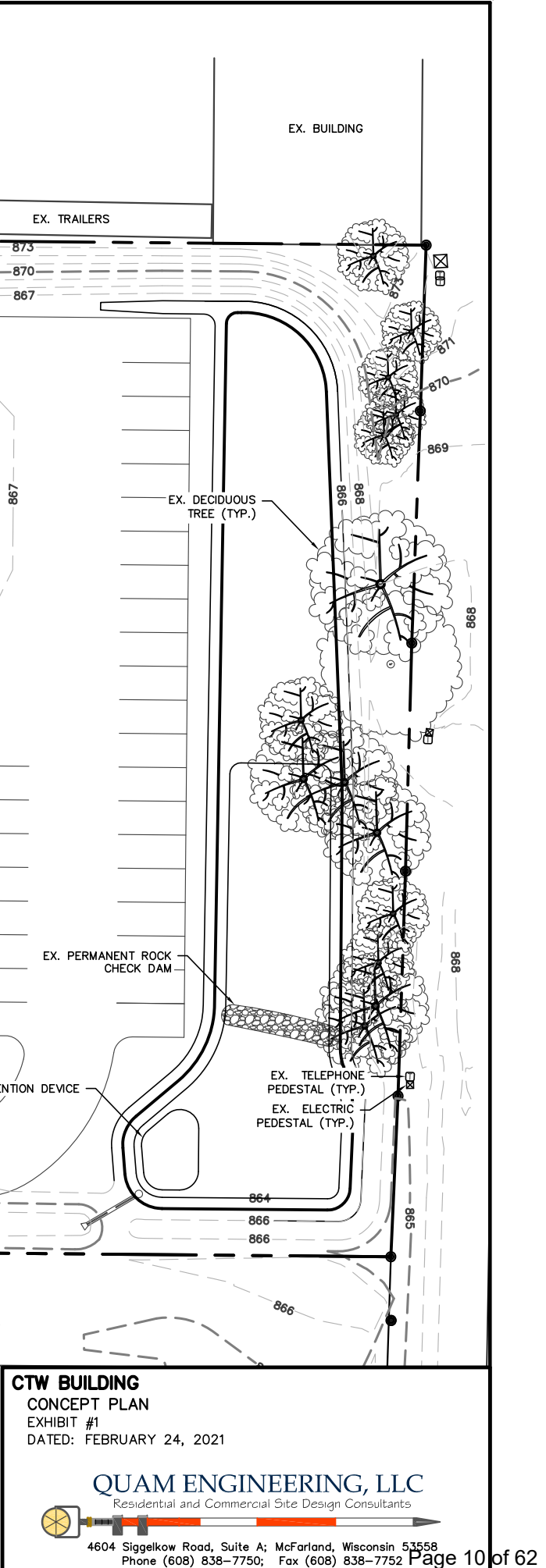
I am the owner and started CTW Abbey Carpet and Floor which has now been in business for over 20 years. I live in McFarland along with my wife and four children all of which attend school in McFarland school district. Our current businesses work with many local residents, businesses in the community including architects, engineers, realtors and builders, right here in McFarland.

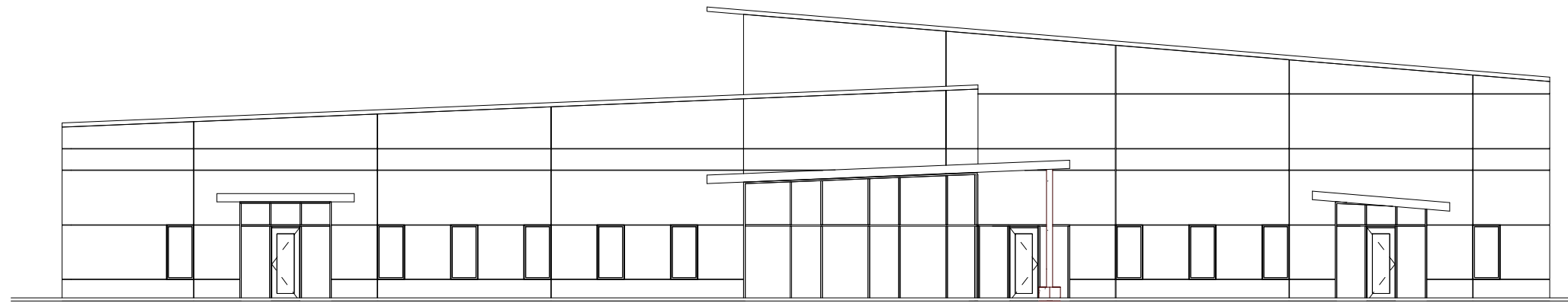
Keeping both my businesses in McFarland is the goal of this opportunity! I believe the Village as well as my companies can all benefit from making this a great building for continued growth.

Sincerely,


Joseph K Burkeland Jr.
President

CTW Abbey Carpet & Floor
4920 Triangle St
McFarland WI 53558

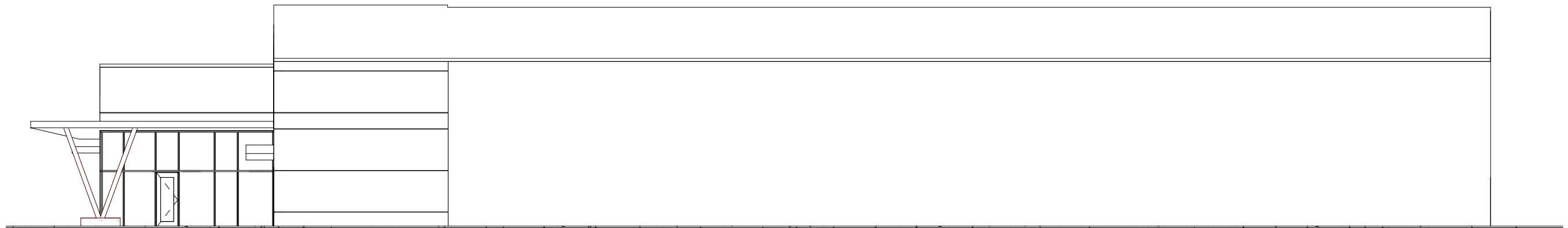




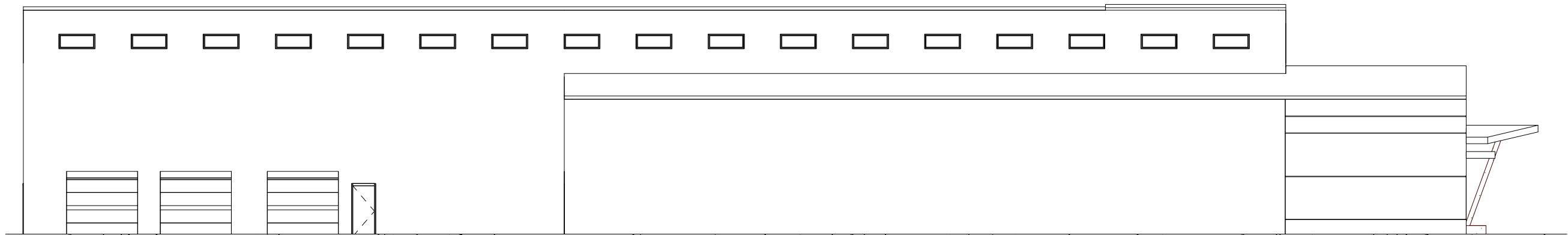
PLANS ARE CONCEPTUAL AND PRIMARILY
FOCUSED ON BUILDING FORM.

BUILDING MATERIALS TO BE DETERMINED
AT A LATER DATE. ARCHITECT IS AWARE
OF THE FACADE MATERIAL REQUIREMENTS
OF THE TERMINAL & TRIANGLE DESIGN
OVERLAY DISTRICT

1
P1
WEST ELEVATION (TRIANGLE STREET)
SCALE: 1/16" = 1'-0"



2
P1
SOUTH ELEVATION
SCALE: 1/16" = 1'-0"



3
P1
NORTH ELEVATION
SCALE: 1/16" = 1'-0"



VIEW FROM SOUTHWEST



VIEW FROM NORTHWEST

**PLANS ARE CONCEPTUAL
AND PRIMARILY FOCUSED ON
BUILDING FORM.**

**BUILDING MATERIALS TO BE
DETERMINED AT A LATER
DATE. ARCHITECT IS AWARE
OF THE FACADE MATERIAL
REQUIREMENTS OF THE
TERMINAL & TRIANGLE
DESIGN OVERLAY DISTRICT**



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Phase I Environmental Site Assessment

**4313 Triangle Street, Village of McFarland
Dane County, Wisconsin**

Project No. R09361016



MSA Professional Services, Inc.
1230 South Boulevard
Baraboo, WI 53913
Phone: 608.356.2771

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EXECUTIVE SUMMARY

The Village of McFarland authorized MSA Professional Services (MSA) to conduct a Phase 1 Environmental Site Assessment (Phase 1 ESA) of the parcel located at 4313 Triangle Street, in the Village of McFarland, Dane County, Wisconsin (hereafter referred to as Property). The Phase 1 ESA was performed in general conformance with the scope and limitations of ASTM Standard E1527-13 and the USEPA AAI Rule. This included reconnaissance of the Property; interviews with persons familiar with the Property; and review of Federal and State environmental databases and historical use records. Uses of the Property were traced back to 1940 or first developed use, whichever is earlier. Exceptions to or deletions from this practice are described in this report. The purpose of this Phase 1 ESA was to identify, to the extent feasible, “recognized environmental conditions” (RECs) in connection with the Property.

The Property is located on the east side of Triangle Street, south of Meinders Road and north of Siggelkow Road, in the Village of McFarland. The Property is approximately 1.6 acres in size and is currently used for storage. Improvements to the Property consist of one building, with asphalt parking to the west, and gravel parking areas to the south. The gravel parking area south of the building is fenced. Current use of adjoining property includes a warehouse storage business to the north, an office/light manufacturing building to the east, and a metal fabricating business to the south.

Historical records indicate the Property was developed sometime between 1960 and 1969, when the Property and surrounding area transitioned from agricultural use to commercial development. The current building appears to be present in a 1969 aerial photo of the Property. Local city telephone directories indicate City Wide Insulation was listed at this address from at least 1972 through 2006. After that time the Property was reportedly leased to various businesses, including a truck moving company for use as a temporary storage depot. The current owner purchased the Property in 2016 for use for business file and personal property storage, and outdoor parking has been recently leased to a cable company for equipment and supply storage.

The Phase 1 ESA has revealed one controlled recognized environmental condition at the Property: a closed leaking underground petroleum storage tank site is listed in Wisconsin Department of Natural Resources records at this address. A former unleaded gasoline tank and dispenser were removed in 1995, and petroleum contaminated soil was detected. The extent of the contamination in soil and groundwater was investigated, and the site was closed by the Wisconsin Department of Commerce in 2006. No further investigation or remediation was required by the State of Wisconsin. However, due to the remaining contamination at the site, continuing obligations include the requirement to properly dispose of petroleum contaminated soil if excavated during redevelopment work at the Property, a groundwater use restriction due to the remaining groundwater contamination, and a potential for vapor intrusion for any building constructed over the petroleum contaminated soil or groundwater.

4. **Environmental Repair Program Site, INSUL-Crete, 4311 Triangle Street.** A release to the environment was reported at this address in 1991. The database report indicates the release was identified during an environmental assessment of the property. The site was closed by the DNR in 1991, with no further action required. Current Dane County land records indicate this address is located approximately 200 feet north of the subject Property on the northeast corner of the intersection of Triangle Street and Meinders Road.

There are multiple large petroleum storage tanks/tank farms located to the west and north of the subject property, and there are multiple listings for these properties in the environmental database report. Based on topography in the area and surface water flow, these properties are likely downgradient of the subject Property. Therefore, it is MSA's opinion that any contamination detected in these areas would not impact the subject Property.

No other sites are identified in the immediate area of the Property in the database search report. For the purposes of this report, the immediate area is defined as within 300 feet of the Property boundary. The other sites listed in the database report were reviewed by MSA and determined to have no potential for an impact to the Property based upon their location or type of listing.

ADDITIONAL ENVIRONMENTAL RECORD SOURCES

MSA reviewed the online DNR listing for the City Wide Insulation site at 4313 Triangle Street. A copy of the entire Department of Natural Resources GIS listing for the site is in Appendix F of this report. A review of the information on this site revealed the following:

- The former underground storage tank system was located approximately 65 feet southwest of the southwest building corner, adjacent to an overhead electrical power pole.
- The site map indicates the tank was a 2,000 gallon unleaded gasoline tank with a dispenser located on top of the tank.
- Maps indicate there was an area of residual soil contamination measuring approximately 40 feet by 35 feet in the vicinity of the former tank at the time of site closure.
- Residual petroleum contamination in groundwater was present in the tank bed area, and had spread slightly downgradient to the northwest. Petroleum compound concentrations at monitoring well MW-1, installed in the former tank area, were very high, with benzene at 2,550 parts per billion (ppb), toluene at 17,600 ppb, and total xylenes at 11,110 ppb in the last sample collected in 2005.
- The depth to groundwater ranged from approximately 7 to 10 feet in the monitoring wells installed as part of the site investigation.
- The records indicate no soil contamination was detected within six feet of the ground surface. The soil contamination appeared to be limited to the smear zone, located in the interface between the unsaturated soil and the water table surface.
- Groundwater flow direction maps indicate flow was to the west-northwest at this site.

- The site was closed by the Wisconsin Department of Commerce on January 4, 2006. The closure letter indicated that if residual contamination is encountered in the future, it must be managed in accordance with all applicable state and federal regulations. If it is determined that any remaining contamination poses a threat, the case may be reopened and further investigation or remediation may be required.

PHYSICAL SETTING SOURCE(S)

The current 7.5-minute USGS topographic map (2016) of the area was reviewed and a copy is included in Appendix B. The property elevation was approximately 863 feet above mean sea level.

ERIS provided a Physical Setting Report (PSR), a copy of which is included in Appendix G. The report includes information on wetlands, flood hazard zones, hydrology, geology, and soils in the area. Information from the report and other sources is summarized below.

GEOLOGIC, HYDROGEOLOGIC, HYDROLOGIC, AND TOPOGRAPHIC CONDITIONS

Based on the groundwater flow direction determined during the underground storage tank investigation at this property, groundwater flow is to the west-northwest toward wetland areas located around Lake Waubesa. Lake Waubesa is approximately one-half mile to the west of the Property. The depth to groundwater is anticipated to be less than ten feet. In a review of online well construction records at the Wisconsin Geologic and Natural History Survey website, the record for a well located at 4931 Meinders Road revealed subsurface materials were clay and stone to a depth of 8 feet, underlain by sand, with soft sandstone at approximately 30 feet, and hard sandstone at approximately 60 feet below ground surface.

Bedrock in the area is Cambrian age sandstone, undifferentiated, based on the PSR report.

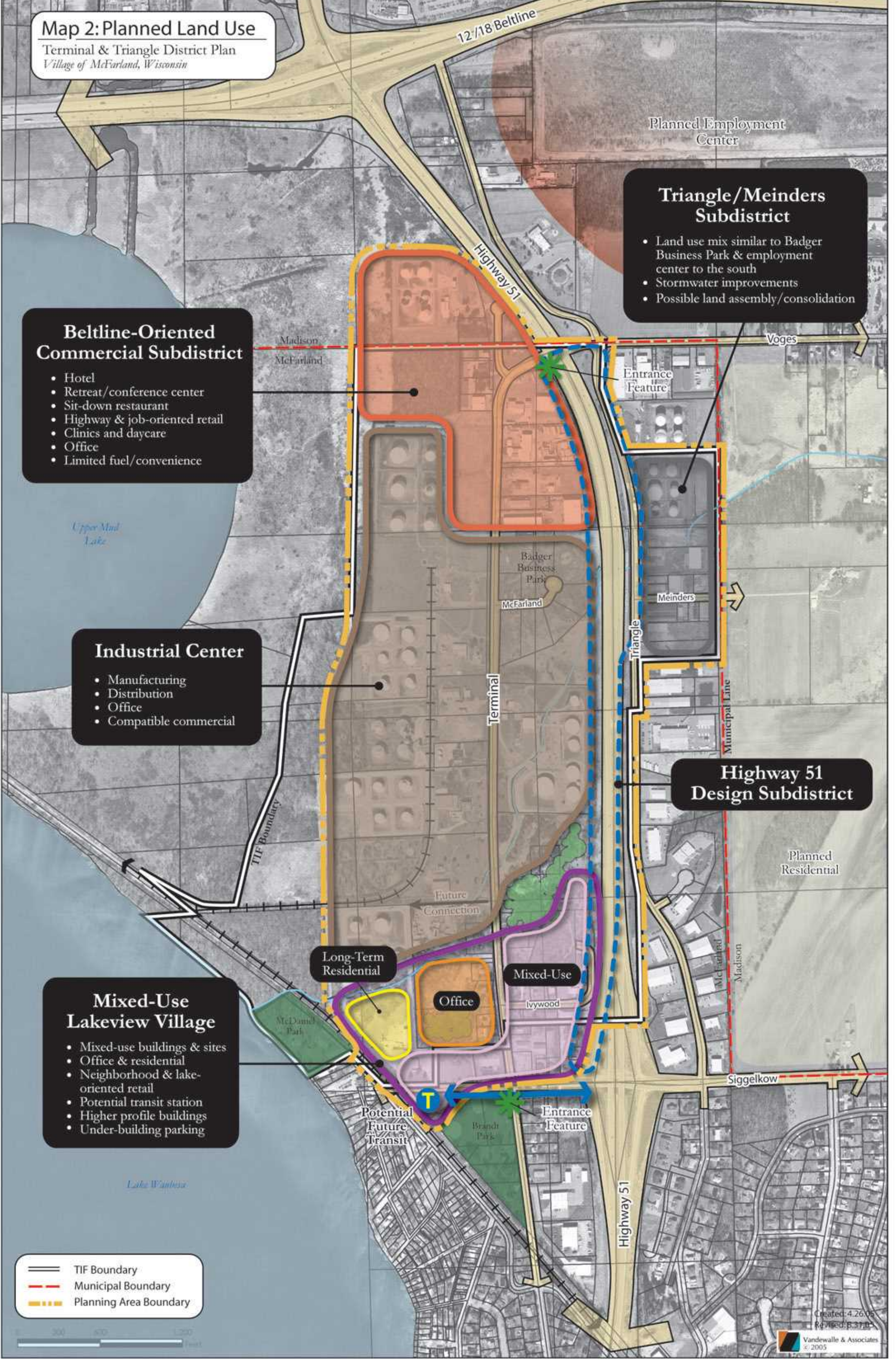
HISTORICAL USE INFORMATION ON THE PROPERTY

Aerial Photographs – Aerial photos were obtained from ERIS for the following years: 1937, 1953, 1957, 1960, 1969, 1974, 1980, 1987, 1998, 2005, 2006, 2008, 2010, 2013, 2015, and 2017. Copies of the photos are included in Appendix H of this report.

- In the 1937 aerial photo, the subject Property appears to be agricultural crop land. No buildings are present in the vicinity of the current parcel.
- The area is much the same in 1953.
- In the 1957 photo, construction of U.S. Highway 51 to the west of the current parcel is underway, but there is no development on the subject parcel.

Map 2: Planned Land Use

Terminal & Triangle District Plan
Village of McFarland, Wisconsin



Triangle/Meinders Subdistrict

- Land use mix similar to Badger Business Park & employment center to the south
- Stormwater improvements
- Possible land assembly/consolidation

Beltline-Oriented Commercial Subdistrict

- Hotel
- Retreat/conference center
- Sit-down restaurant
- Highway & job-oriented retail
- Clinics and daycare
- Office
- Limited fuel/convenience

Industrial Center

- Manufacturing
- Distribution
- Office
- Compatible commercial

Mixed-Use Lakeview Village

- Mixed-use buildings & sites
- Office & residential
- Neighborhood & lake-oriented retail
- Potential transit station
- Higher profile buildings
- Under-building parking

- TIF Boundary
- Municipal Boundary
- Planning Area Boundary

Sec. 62-310. - Site/design review.

- (a) *Purpose.* Site/design review is implemented under municipal authority to promote the public health, safety and welfare and under municipal zoning authority by the Plan Commission. Requirements for design review and approval apply to uses and developments regardless of the characterization of the use or development within this Chapter as a permitted use or conditional use.
- (b) *Scope of site/design review.*
 - (1) *Applicability.* The following developments shall be subject to site/design review by the Plan Commission:
 - a. Development of residential projects consisting of three or more dwelling units.
 - b. Any development in a Commercial District.
 - c. Any development in an Industrial District.
 - d. Any development for which the applicant is a public utility or governmental entity or religious organization.
 - e. Any parking area including five or more parking spaces.
 - (2) *Limit.* Site/design review shall be limited to development for which current application is made for an erosion control or building permit. This Section shall not be deemed to apply to any existing development or use of land that is not affected by current application for erosion control or building permit, nor shall this Section apply to any rehabilitation of an existing structure so long as the size of the rehabilitated structure is not increased.
 - (3) *Development.* Any new construction or exterior improvement to real property for which application for a building permit may be required by this Code.
 - (4) *Village planning consultant.* Any Village planning consultant appointed by the Village Board.
- (c) *Development to comply with site/design standards.* No development subject to site/design review shall occur unless such development complies with all applicable site/design review standards.
- (d) *Manner of site/design review.*
 - (1) Upon application for a building permit, the applicant shall be advised by the Zoning Administrator whether compliance with site/design review standards is required by this Section. If such compliance shall be required, the applicant shall be provided with a checklist and a site/design review application, which shall be in such form as the Zoning Administrator shall approve, and which shall be accompanied by such information as may be necessary to determine and provide for enforcement of this Section.
 - (2) The site/design review application shall be reviewed by the Zoning Administrator, who may consult with a planning consultant, if necessary.
 - (3) When the Zoning Administrator deems the application to be complete, review by the Plan Commission shall be scheduled.
 - (4) The Plan Commission's determination of compliance or noncompliance with this Section shall be issued by the Zoning Administrator, in writing, within ten business days of the determination and sent to the applicant via U.S. Mail. The written determination shall specifically describe all areas

of noncompliance and shall identify changes necessary to bring the proposed development into compliance.

- (5) No building permit shall be issued for any development until the Plan Commission has determined that the development is in compliance with site/design review standards. All construction and improvement subject to site/design review shall conform with approved site/design plans.
- (6) The determinations of the Plan Commission on site/design plan applications shall be appealable to the Village Board pursuant to the procedures set forth in Section 62-113.

(e) *Site/design standards.* In reviewing plans for development the Plan Commission shall determine that the following standards are met:

Bio
Retention/
stormwater
areas may be
insufficient

TBD (1) *Grading.* Grading shall insure a positive drainage consistent with established water runoff patterns in the area. All grading shall allow for the installation and maintenance of appropriate landscape materials. Respect for the natural topography in site development will be recommended as a means of capitalizing on the sloping terrain, and earth berms are required to screen out unpleasant views and accentuate pleasant views.

TBD (2) *Landscaping.* Landscaping shall be required to be installed in accordance with an approved landscaping plan as a component of site and design review. The requirements for landscaping plans are set forth in Appendix B to this Chapter [Code], Village of McFarland Landscaping Standards. All references to the Village Forester shall have the same meaning as referenced in Section 59-20(d).

There is the
potential to
eliminate the
southern driveway
if an easement
can be obtained to
the existing
driveway to 4405
Triangle Street

(3) *Building relationships.*
 a. The structures shall be related to the site to enhance or maintain current contours. New development shall consider activities on adjacent properties with relation to access from abutting streets, parking areas, service areas, building setbacks, height of structures, and color and materials of adjacent or nearby buildings.

 b. In the development of the site, the existing quality vegetation should ordinarily be maintained in accordance with Section 59-29.

TBD (4) *Lighting.* The functions of exterior lighting on private property shall be:

- a. To illuminate building facades, especially those bearing business identification signs. Architectural lighting should be free from glare and of a type to complement the existing development in the district.
- b. To illuminate pedestrian walks and spaces. Security lighting should provide necessary levels of illumination to insure safety of the property and its residents, while not reflecting direct rays of light into adjacent property.
- c. To illuminate parking and service areas. Off-street parking area lighting should be so arranged as to conform with applicable provisions of Section 62-172. (The choice of equipment, design, quantity, and placement of on-site lighting shall relate to these functions. Lighting shall be adequate but not excessive. The height and number of lighting standards shall be appropriate to the building and its function and to the neighborhood.)

TBD (5) *Utility service.* It shall be a goal of the Village to eliminate overhead wiring within the Village. To

this end, owners of property within the Village, working with the utilities servicing the Village shall, in all new development and major additions, make provision for underground service. This shall be accomplished during building development and construction. Sanitary sewer and water utility services shall comply with Village Standard Specifications.

(6) *Building design.* Buildings shall meet the following requirements:

- ✓ a. Materials shall be of a durable, low-maintenance type. The colors shall be harmonious with other buildings in the neighborhood.
- TBD b. Mechanical elements on the roof or ground shall be screened from the view of adjacent properties and roadways.
- ✓ c. Buildings shall be designed with an architectural flavor that will complement and enrich the character of the Village.
- ✓ d. The overall design of the building shall be of high quality, considering the importance of the particular zoning district.
- ✓ e. With the exception of the M-IC Zoning District, the front, sides, and rear of all commercial and industrial buildings shall be entirely faced with nonmetallic or wood material. In the M-IC District, a minimum of 15 vertical feet of the front of all buildings shall be faced with nonmetallic or wood material extending across the full front of the building, and also extending a distance of not less than 20 feet on each side of the building. The portion of any building facing or backing onto public streets, or abutting a Residential Zoning District, shall be held to the same requirements as that of the front. These requirements may be waived in whole or in part by the Plan Commission.
- NA f. An addition shall relate to the existing building in terms of scale, materials and color.
- ✓ g. Structures should be designed to be compatible with the structures that are adjacent to them.
- ✗ h. Unbroken exterior facades exceeding 70 feet in length shall be avoided.
- ✗ i. All building elevations are of importance and should be carefully designed. Building should avoid blank facades.

Front facade elements wrap corners, additional suggested detailing along side elevations as they exceed 70 feet

- (f) *Recommendation of Village Plan Commission.* The Village Plan Commission may, during the site/design review process, suggest features of site/design, and construction, building and structural design, that are not a part of site/design standards but that, in the opinion of the Village Plan Commission, would be desirable to make the development a positive asset to the visual appearance of the community and a positive contribution to the growth and stability of the community tax base. Compliance with such recommendations shall not be required of the developer.
- (g) *Validity of site/design approval.* Where the Plan Commission has approved or conditionally approved an application for site/design approval, such approval shall become null and void within 12 months of the date of the Plan Commission's action unless construction is commenced or the current owner possesses a valid building permit under which construction is commenced within six months of the date of issuance and which shall not be renewed unless construction has commenced and is diligently pursued. No sooner than 60 days nor less than 45 days prior to the automatic revocation of such

site/design approval, the Zoning Administrator shall notify the property owner by certified mail of such revocation. Extensions of up to one year each may be granted by the Plan Commission for just cause, if application is made to the Village at least 30 days before the expiration of said permit.

- (h) *Fees.* The fee for review of a site/design review application shall be the fee established by the Village Board from time to time and provided in Appendix A to this Code, to be paid at the time of submission of the application.
- (i) *Penalties.* Violations of this Section shall be subject to Section 62-311, except that each day a violation continues shall not be deemed a separate violation until the 30 day notice period expires. Nothing herein shall preclude the Village from maintaining a separate action to prevent or abate or remove violations.

(Ord. No. 2011-06, § 1, 5-23-2011)

Editor's note— Section 1 of Ord. No. 2011-06, adopted May 23, 2011, repealed the former § 62-310, and enacted a new § 62-310 as set out herein. The former § 62-310 pertained to similar subject matter, and derived from the Code of 1998, § 13-1-224; Ord. No. 2003-03, § 1(13-1-224), adopted March 24, 2003; Ord. No. 2006-11, § 1, adopted June 26, 2006; and Ord. No. 2008-03, § 2, adopted Feb. 25, 2008.

Meinders/Triangle Subdistrict

Guidelines	Yes	No
Site Design		
1. Does the project connect building entries with walkways to planned sidewalks in Terminal Drive, distinguishing them from driving surfaces?	✓	
2. Does the project locate service areas, loading docks, mechanical equipment, and refuse containers to non-street sides of buildings and screen them?	✓	
3. Does the project include adequate, accessible, and convenient areas for collecting and loading trash and recyclables?	✓	
4. Does the project screen ground-, roof-, and wall-mounted mechanical equipment from public rights-of-way and adjacent properties?	TBD	
5. Does the project include landscaped front yards, parking areas, and foundations?	TBD	
6. Does the project convey stormwater to on-site or in-district infiltration areas?	TBD	
7. Does the project provide bicycle parking?	TBD	
8. Are all fully screened outdoor storage or display areas inside of all required side and rear building setbacks, with dense landscaping on the outside of these areas?	TBD	
9. Does the project permanently define and screen all outdoor storage areas with dense landscaping, opaque walls and/or opaque fences?	TBD	
10. Does the project limit outdoor operations and store equipment and raw materials inside buildings to ensure minimal visual impact on neighboring uses and the public?	✓	
11. Does the project locate limited outdoor merchandise display areas near building entrances, without affecting traffic flow?	NA	
12. Does the project preserve existing on-site vegetation, especially large trees, wood lots, and remnant wetlands and prairies?	NA	
13. Does the project locate service and storage areas to minimize Highway 51 visibility?	✓	
14. Does the project heavily screen parking areas adjacent to highway 51?	TBD	
15. Does the project screen rooftop mechanicals and utilities?	TBD	
16. Are mechanicals and utilities shown on the project's site plan?	TBD	
17. Does the project use wall-mounted signs?	TBD	
18. Does the project include buildings which are at least two-stories in height?	✓	
19. Does the project include buildings which are compatible with the desired gateway character of the Village?	✓	
20. Does the project include buildings which continue the architectural theme, design elements, and detailing on all sides?	Front facade elements wrap corners, additional detailing suggested along side elevations	
21. Does the project include loading docks or overhead doors on street-facing facades?	✓	
22. Does the project screen loading docks or overhead doors on other facades?	✓	
23. Does the project provide overhangs for pedestrian shelter?	✓	
24. Does the project have a FAR between 0.15 and 1.0 if it is an Industrial use and between 0.35 and 1.5 if it is a Commercial use? proposed FAR = 0.39	✓	
25. Is a minimum of 50% of the front building wall 20' to 35' from Terminal Drive or McFarland Street right-of-way? No, however minimum setback requirement is 35' and areas of residual soil contamination may exist in this area - SW corner of lot	✗	
Building Design & Materials		
1. Does the project use building materials with lasting architectural character (strength, durability and quality)? Need to confirm facade materials	✓	
2. Does the project encourage use of the following exterior wall materials: brick, decorative masonry block, architectural grade metal panels, cedar siding, stone,	✓	

Guidelines		Yes	No
architectural pre-cast concrete panels, Exterior Insulation and Finish System (EIFS), Dry-vit, and glass?			
3. Does the project use corrugated-type metal or steel external siding on more than 25% of all street visible facades?		✓	
4. Does the project incorporate similar or architecturally harmonious materials for all exterior building walls and other building components visible from public streets?		✓	
5. For industrial buildings, does the project portray a quality office appearance at entries and around public/office spaces?		✓	
6. Does the project encourage use of earth tone colors, such as gray, green, brown, burgundy, and tan?	Uses bright colors only as	✓	
7. Does the project incorporate loading docks, truck parking, outdoor storage, trash collection, trash compaction, and other service functions into overall building design?		✓	
8. Does the project locate loading facilities to the rear or non-street side of the building?		✓	
9. Does the project integrate the placement and screening of mechanicals into the building architecture?		TBD	
Building Orientation			
1. Are building facades oriented parallel to the primary abutting street, with entrances?		✓	
2. Does the project have a minimum of 50% of the front building wall to be at 20' to 35' from the street right-of-way?		✗	
3. Does the project group back-of-building areas on double-fronted lots?		NA	
4. Does the project make public building entrances clearly identifiable and accessible?		✓	
5. Does the project site buildings for safe pedestrian and vehicular circulation?		✓	
Lighting		TBD	
1. Are all exterior light fixtures at least three feet from all lot lines and within landscaped islands or outside parking lot edges?			
2. Does the project utilize incandescent or high-pressure sodium (HPS) light fixtures?			
3. Does the project use ninety-degree down-cast, cutoff fixtures (without drop lenses) for all lighting?			
4. Does the project include lights greater than 25 feet in height?			
5. Do average illumination levels in parking lots exceed 5 footcandles?			
6. Do illumination levels at lot lines exceed 0.5 lightcandles?		↓	
Parking			
1. Does the project site employee parking to the rear or non-street side of the building?		✓	
2. Does the project limit front yard parking to visitor spaces?		✓	
3. Does the project provide landscaped islands, each a minimum of 200 square feet, and at a minimum rate of one island for every 12 parking spaces?		NA	
Signage			
1. Does the project include pole or pylon style signs?		TBD	
2. If there is more than one business on a lot, is ground signage combined?		TBD	
3. Does the project architecturally integrate signs with its building?		TBD	
4. Does the project frame wall mounted signs to create a clearly defined edge, provide shadow relief, and a substantial appearance?		TBD	
5. Does the project screen external spot or flood lighting of signs?		TBD	

Front facade elements wrap corners, additional detailing suggested along side elevations

No, however minimum setback requirement is 35' and areas of residual soil contamination may exist in this area - SW corner of lot

Number of employees unknown at this time, requirement is 1 space/2 employees for warehouse use and 1 space per 300 gross SF for office. 40 stalls provided on concept plan.

VILLAGE OF
McFarland
SUMMARY SHEET

MEETING DATE: Wednesday, March 3, 2021

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding a Tax Increment Financing Development Incentives Application by Dan & Meg Chin – 5411 Bashford LLC, for 5411 Bashford Street, Tax Increment District #4.

PREVIOUS ACTION:

November 4, 2020 pre-application meeting with CDA

November 16, 2020 pre-application meeting with Plan Commission

ISSUE SUMMARY:

Dan & Meg Chin (5411 Bashford LLC), have submitted a Tax Increment Financing (TIF) Development Incentives Application regarding their desire to acquire 5411 Bashford Street from the Village and construct a new mixed-use building. 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 \$60K 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 copy of the Chin's TIF Development Incentives Application and their associated site and building design plans. The ground floor would consist of 3,316 total square feet. Dan Chin Homes would occupy the larger commercial unit (2,060 SF) and there would be a second smaller commercial unit (563 SF) available for lease (tenant TBD). The second floor of the building would consist of three two-bedroom apartments. Please note, the Chin's will be appearing before the Village Plan Commission on March 15th for consideration of a Conditional Use Permit for the second story residential units, and approval of the site and building design plans. The CDA's role in the review process is to provide a recommendation to the Village Board regarding the TIF Development Incentives Application. The Chin's are seeking \$160,000 in TIF support plus donation of the land, valued at \$60,000. The packet includes a proforma analysis and a review of the request based on the criteria in the Village's TIF Development Incentives Policy Manual. One of the 15 development incentive evaluation criteria remain unmet with a second conditionally met. These are addressed under the Financial/Budget Impact portion of the staff report.

There are several site and building design challenges associated with this project, which directly relate to the request for TIF assistance. The proposed building would encroach the right-of-way (ROW) along Johnson Street. In addition, there is an existing sanitary sewer main within the



ROW 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 ROW 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. Based on Dane County online parcel mapping, the existing ROW along Johnson Street was thought to be approximately 100 feet wide at the intersection with Bashford Street, tapering to 51 feet wide at the southeast corner (rear) of the property. However, upon further research, the Dane County online parcel mapping is inaccurate. This portion of the Village was platted in 1951, with Johnson Street having a 50 foot wide ROW. Sometime between 1968 and 1974, the Village paved Johnson Street to its approximate current alignment, angling the road south to better align with Milwaukee Street. When the roadway was realigned the Village did not adjust the dedicated ROW, possibly because the Village was the owner of the property to the south (Conrad Elvehjem School) at that time. Therefore, the actual ROW has remained unchanged from the 1951 plat. In order to vacate a portion of the ROW adjacent to 5411 Bashford Street a portion of Conrad Elvehjem parcel will need to be dedicated by the McFarland School District in order to maintain a code compliant ROW. Sheet 9 of 14 of the site and building plans illustrates the various ROW dedications and vacations proposed to enable construction of the mixed-use building. The site plan identifies a proposed ROW of at least 60 feet. This conforms to the minimum ROW width of the Village's Subdivision Code for local streets. The Director has spoken with Jeff Mahoney of the School District regarding dedication of the ROW. Mr. Mahoney was in concurrence that the ROW along Johnson Street and Creamery Road should be cleaned-up based on the as-built conditions. This will require a dedication deed approved by the McFarland School Board.

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

- Dedication of Right-of-Way. This requires a dedication deed approved by the McFarland School Board.
- 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.

FINANCIAL/BUDGET IMPACT:

The applicant has estimated a total project budget of \$1,492,000. The applicant estimates a property assessment value of \$1,110,000 upon project completion, effective January 1, 2022. A building of this value would generate an estimated growth in the value of the property of \$1,035,100, subtracting the value of the property at the time of TID creation (\$74,900), and



\$20,133 in annual tax increment beginning in year 2023; with a total estimated tax increment collection of \$241,595 prior to closure of TID #4, assuming no changes in the property valuation or tax rate. The proforma in the packet assumes the Village advances the \$160,000 incentive requested from TID #3 at zero interest. Note, the Village can also donate the funds from TID #3 to TID #4.

The packet includes a review of the request based on the criteria in the Village's TIF Development Incentives Policy Manual. One of the 15 development incentive evaluation criteria remain unmet with a second conditionally met:

- **Financial Capability Criteria.** The applicant is proposing to provide 12.06% of the project financing through personal equity, 73.19% through a commercial loan, and 14.75% through TIF incentive and land donation. The TIF Policy Manual provides a guideline of 15% personal equity.
- **Payback Period Criteria.** The TIF Policy Manual provides that the TID should recoup the development incentive within 12 years of tax increment collection for those projects seeking funding at project occupancy. As proposed, the project would require 12 years of tax increment collection to recoup the development incentive costs. However, this assumes there is no interest charged on the advance of funds from TID #3 to TID #4 for the requested \$160,000 tax increment loan. If interest was assessed on the advance at a rate of 3%, the TIF request would need to be lowered to \$140,000 in order to meet this criteria. Note, the payback period evaluation includes the Village's costs to acquire and clean-up the property in addition to the \$160,000 tax increment loan.

The Village Board has the discretion to grant exceedances to the criteria for projects deemed to be in the best interest of the Village.

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. The property is also within 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. The Chins also considered the acquisition of 5407 Bashford Street but opted against making an offer after discussions with the owner and revisiting their own desired development plans.

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:

The agenda includes an open session to review the Chin's request and ask questions of the development team, followed by closed session to discuss the investment of public funds related to this project, followed by a return to open session to make a recommendation to the Village Board.

ATTACHMENTS:

1. 5411 Bashford-Chin Homes TIF Application-02.25.2021
2. 5411 Bashford-Site and Building Plans-02.02.21(PDF)
3. 5411 Bashford Street - Proforma_02.25.21
4. 5411 Bashford LLC_TIF Incentives Policy Manual Evaluation_02.25.21

TAX INCREMENT FINANCING DEVELOPMENT INCENTIVES APPLICATION



Application ID: _____ (Year) - _____ (#) to be completed by Village Community Development Director upon submittal

Please complete and submit the following information to the Village Community Development Director for a more detailed review of the feasibility of your request for Tax Incremental Financing (TIF) Development Incentives. The application is comprised of five sections: (A) Applicant Information, (B) Property Information, (C) Project/Business Information, (D) TIF Request, (E) Budget/Financing Strategy, and (F) Applicant Certification and Acknowledgement. Where there is not enough room for responses provided, please use an attachment. Where questions do not apply, mark NA (not applicable). Applicants are encouraged and may be required to submit additional information such as site plans, environmental studies, market studies, business plans, business or personal financial statements, or financial commitment letters to be included for review and consideration.

A. APPLICANT INFORMATION

Project Name: _____

Applicant: _____

Mailing Address: _____

Primary Contact: _____

Telephone: _____

Email: _____

Fax: _____

Legal Entity: ☐ Individual(s)

☐ Joint Tenants

☐ Tenants in Common

☐ Corporation

☐ LLC

☐ Partnership

☐ Other: _____

If not a Wisconsin corporation/partnership/LLC, state where organized: _____

Will new entity be created for ownership? ☐ No ☐ Yes

Is any owner, member, stockholder, partner, officer or director of any previously identified entities, or any member of the immediate family of any such person, an employee or elected official of the Village of McFarland?

☐ No ☐ Yes, If yes, give the name and relationship of the employee: _____

Provide the names of consultants (e.g. attorneys, engineers, planners, architects, contractors, etc.) authorized to act on behalf of the applicant.

Name	Title/Company	Email	Phone #
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B. PROPERTY INFORMATION

Parcel(s) Address: _____

Parcel(s) Tax Number: _____

As the Applicant, are you the current owner of this parcel(s)? ☐ No ☐ Yes

If no, current owner is: _____

If no, do you have an agreed upon option to purchase the property? ☐ No ☐ Yes (provide documentation and note the expiration date here: _____)

Total Lot Size: _____ square feet

Parcel Contains Existing Buildings? ☐ No ☐ Yes

If yes, indicate Total Building Size _____ sq.ft.

Most recent property assessment (PA):

\$ _____ Land \$ _____ Improvements \$ _____ Total

Existing Uses: _____

Existing Zoning: _____

Existing Uses, Adjacent Parcels: _____ N _____ S _____ E _____ W

Existing Zoning, Adjacent Parcels: _____ N _____ S _____ E _____ W

Will a zoning change be requested? ☐ No ☐ Yes

If yes, indicate new zoning _____

Identify other approvals, permits, or licenses your project may need (e.g. County, State or Federal permits).

Existing Mortgage Holder: _____

Contact Person & Phone Number: _____

Does the property have any existing tax delinquencies, zoning or building violations? ☐ No ☐ Yes

If yes, explain: _____

C. PROJECT/BUSINESS INFORMATION

The proposed project is: ☐ An Improvement to Existing Business ☐ A New Business(s)

☐ Business Relocation ☐ Residential Development ☐ Other

Project Description. Include any plans or illustrations prepared for the project, if available. At a minimum, a concept plan shall be submitted with the application.

Will the project incorporate any “sustainability” or “green design” concepts? Describe.

Current annual revenue: \$ _____ Estimated annual revenue: \$ _____

Current annual expenses: \$ _____ Estimated annual expenses: \$ _____

Business Plan and/or Marketing Plan attached? ☐ No ☐ Yes

Balance Sheets and Profit and Loss Statements for the past two years attached? ☐ No ☐ Yes

Describe the project schedule.

Final Plan/Specification Preparation Date: _____

Preliminary Construction Start Date: _____

Preliminary Construction Completion Date: _____

Date Occupied or Opened: _____

Number of principal buildings and estimated square footage: _____

Estimated equalized assessed valuation after project completion (EAV)

\$ _____ Land \$ _____ Improvements \$ 1,110,000 Total

Estimate the incremental property taxes to be generated by the project (attach any independent appraisals).

Pre-improvements: \$ _____ PA x _____ Mill Rate = \$ _____ Total (A)

Post-improvements: \$ _____ PA x _____ Mill Rate = \$ _____ Total (B)

Additional increment (B-A) = \$ _____

Will the proposed project result in the relocation of economic activity/businesses from another location within the Village? ☐ No ☐ Yes

If yes, discuss the nature of any anticipated relocations and the impact the relocation would have on the neighborhood where such activity is currently located.

Will the proposed project result in the relocation of economic activity from an adjacent community?

☐ No ☐ Yes

If yes, discuss the nature of any anticipated relocations and the impact the relocation would have on the community where such activity is currently located.

Identify any proposed tenants of the project. Have leases been negotiated or signed? ☐ No ☐ Yes

Who will own and operate the developed property? _____

Do similar businesses/uses already exist in McFarland?

☐ No ☐ Yes, If yes, indicate _____

Describe any differences in your proposed business/uses to existing businesses/uses

Current and Created Jobs by Annual Wage Range (Full Time $\geq$ 30 hrs/week).

\$0-\$19,000

_____ Full Time (current) _____ Part Time (current) _____ FT (created) _____ PT (created)

\$20,000-\$39,000

_____ Full Time (current) _____ Part Time (current) _____ FT (created) _____ PT (created)

\$40,000-\$59,000

_____ Full Time (current) _____ Part Time (current) _____ FT (created) _____ PT (created)

\$60,000+

_____ Full Time (current) _____ Part Time (current) _____ FT (created) _____ PT (created)

Average per hour wage rate of all employees (not including benefits) \$_____

Approximately what percentage of employees do you expect will be hired from the McFarland area (i.e. 53558 zip code)_____.

Will the proposed business offer its employees a benefit package including health care and retirement benefits?

☐ No ☐ Yes

Discuss neighborhood impact/support for the project. Has the applicant discussed the project with neighboring property owners? ☐ No ☐ Yes

Discuss any history of community involvement by the applicant or business within the Village.

Has any portion of the project already been started or completed? ☐ No ☐ Yes

If yes, describe the portions of the project completed, the work remaining, and why public financing is necessary to complete the project.

E. PROJECT BUDGET AND FINANCIAL STRATEGY

Project Costs	Amount (\$)	Source(s) of Financing
Property Acquisition		
Environmental testing/remediation		
Demolition		
Construction of new building(s)		
Site Improvements		
Renovation of existing structures		
Cost of installation of machinery/equipment		
Architectural/Engineering fees		
Legal & other professional fees		
Permit fees		
Financing fees		
Developer fees		
Other (please specify)		
Total Project Costs		

Budget source: ☐ Developer ☐ Arch/Eng ☐ Contractor ☐ Other _____

Sources of Financing	Amount (\$)	Percent of Total Costs
TIF		%
Equity		%
Loans		%
Grants		%
Other (please specify)		%
Total Project Costs		100.0 %

Lender for Project if in addition to the Village: _____

Officer _____ Phone _____ Email _____

Preapproved: ☐ No ☐ Yes, attach a Letter of Commitment from the Lender indicating that the applicant has sufficient financial resources to obtain the private financing for the project.

Grant Sources: _____ Grant Amount: _____

Grant Officer: _____ Phone _____ Email _____

Application Status: _____

Date of Grant Announcement: _____

F. APPLICANT CERTIFICATION AND ACKNOWLEDGEMENT

I acknowledge being informed that the Village of McFarland (Village) will, upon request by a member of the public or in the course of reporting its activities to the public, disclose the names of individuals requesting Tax Incremental Financing (TIF), the amount of TIF requested, state/federal programs used, if any, and the development impact of the TIF requested (e.g. jobs created, tax base impact and total project investment). I have been assured by the Village, and I understand, that other financial information provided by me in connection with this application or with assistance from the Village, if any is given (including, but not necessarily limited to business and personal financial statements, business operating statements, data on historical and projected future sales or other aspects of business performance, and business plans) will, to the extent permissible by law, and except for use in collection proceedings, if any, be treated as confidential. This will confirm that I have relied upon such assurance by the Village in providing financial information to the Village, and that, but for such assurances, such information would not be provided.

I certify that the information contained in this application is, to the best of my knowledge, true and correct. I agree to notify the Village, in writing, of any changes that materially affect the accuracy of this statement. I authorize the Village or its agents to verify the information provided in this application and to obtain additional information concerning the applicant(s) financial condition.

I certify through signing the TIF application that the final form and amount of financing the Village offers may differ from that requested. The form and amount of financing shall be finalized through the execution of a development agreement.

I certify that financial, insurance, and project assurances will be required as part of the final development agreement to be negotiated with the Village upon preliminary approval of this application. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, lien waivers for contractors, consent of mortgagee or other loan security instrument. All terms and obligations of the Village and the applicant shall be finalized through the execution of a development agreement.

I certify, by signing and submitting this application, that additional costs, above the amount of the application fee, incurred by the Village for outside professional review or expertise of this application, and any development agreement resulting from this application, will be the responsibility of the applicant. I further certify, that denial of the application or failure to reach agreement with the Village on a development agreement shall not entitle the applicant to a refund of the application fee or any amounts of the escrow used in the review of the application.

Applicant _____ Title _____

Signature _____ Date _____

Return To:

Village of McFarland
Attn: Village Community Development Director
5915 Milwaukee Street
McFarland, WI 53558
P: 608-838-3153

Loan Amount & Contributions Percentage

Loan Amount Calculation

Total Costs (See Cost Schedule)	\$1,492,000
Land Donation (Village)	-\$60,000
T.I.F. "Gap Loan"	-\$160,000
Chin Downpayment	-\$180,000
Loan Amount Total:	<u>\$1,092,000</u>

Chin Contributions Percentage Calculation

Chin Downpayment	\$180,000
Total Contributions:	<u>\$180,000</u>

Chin Contributions Percentage = Total Contributions / Total Costs	<u>12.06%</u>
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Village Contributions Percentage Calculation

Land Donation (Village)	\$60,000
T.I.F. "Gap Loan"	\$160,000
Total Contributions:	<u>\$220,000</u>

Village Contributions Percentage = Total Contributions / Total Costs	<u>14.75%</u>
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**MIXED-USE
BUILDING
"But For" TIF Eligible Costs Estimate**

Description	Total
Attorney Fees (Developer Agreement and TIF Financing)	\$12,500
Engineering fees (Public Improvements)	\$7,000
Right-of-way Vacation Mapping	\$1,500
Right-of-way Expansion Mapping	\$3,000
Public Sanitary Sewer Removal and Replacement	\$35,000
6" Water Service	\$5,000
Off-site Storm Sewer	\$12,000
Permeable Pavement with Sand Fill to Suitable Soils	\$16,000
Public Street Improvements (Curb at Intersection)	\$5,000
Sidewalks (Public Right-of-way)	\$10,000
Apt. Exterior Materials Upgrade (Stone Veneer, LP Smartsiding)	\$45,000
Apt. Finishes Upgrade (Granite Counters, Stainless Steel Appliances)	\$20,000
	Total: \$172,000.00

MIXED-USE BUILDING Costs Estimate

Description	Quantity	Unit	Unit Price	Total
<u>Land Purchase</u>				
Initial Land Purchase	1	LS	\$60,000.00	\$60,000.00
<u>Permitting Item</u>				
CUP Rezoning	1	LS	\$370.00	\$370.00
Building Permit	1	LS	\$4,000.00	\$4,000.00
Erosion Control Permit	1	LS	\$1,000.00	\$1,000.00
Stormwater Management Permit	1	LS	\$1,000.00	\$1,000.00
Plumbing Fee	1	LS	\$2,500.00	\$2,500.00
HVAC Fee	1	LS	\$600.00	\$600.00
Fire Alarm and Suppression System Fee	1	LS	\$1,500.00	\$1,500.00
Engineering Review Fees	1	LS	\$5,000.00	\$5,000.00
Attorney Review Fees	1	LS	\$15,000.00	\$15,000.00
TIF Application Fee	1	LS	\$250.00	\$250.00
Site Design Fee	1	LS	\$400.00	\$400.00
Public Water	1	1 1/2 in	\$3,251.00	\$3,251.00
<u>Impact Fee</u>				
Park Fee-in-lieu	3	DU	\$2,755.26	\$8,265.78
Park Improvement	3	DU	\$990.38	\$2,971.14
Public Library	3	DU	\$431.00	\$1,293.00
<u>Transaction Fees</u>				
Bank Fee	1	LS	\$18,000.00	\$18,000.00
Appraisal Fee	1	LS	\$3,000.00	\$3,000.00
Title Fee	1	LS	\$3,000.00	\$3,000.00
Miscellaneous Closing Fees	1	LS	\$3,000.00	\$3,000.00
Construction Interest Carrying Costs Through 9/2021	1	LS	\$15,000.00	\$15,000.00
<u>Professional Items</u>				
Architect	1	LS	\$40,000.00	\$40,000.00
Structural Design	1	LS	\$8,000.00	\$8,000.00
Quam Engineering Plans Drafting and Approvals	1	LS	\$38,000.00	\$38,000.00
Quam Engineering Construction Staking and Admin.	1	LS	\$12,000.00	\$12,000.00
<u>Site Items (See Separate Schedule)</u>			\$120,000.00	\$120,000.00
<u>Building Items (Interior, Exterior, and Lighting)</u>				
Builders Contract	1	LS	\$1,060,000.00	\$1,060,000.00
Subtotal Costs:				\$1,427,400.92
Contingency (Approx. 5.5% Building and Site):				\$64,599.08
Total:				<u>\$1,492,000.00</u>

SITE COST ESTIMATE

For: 5411 Bashford Street
Mixed Use Redevelopment
McFarland, WI 53558
Proj. No. MC-40-20

Includes: Commercial with (3) Apartments

Date: February 24, 2021

To: 5411 Bashford LLC
5920 Exchange Street
McFarland, WI 53558

By: Quam Engineering
4604 Siggelkow Road
McFarland, WI 53558

Item No.	Description	Unit	Unit Price	Amount
1	Traffic Control	1 LS	\$2,000.00	\$2,000.00
2	Strip Topsoil	200 CY	\$5.00	\$1,000.00
3	Sawcut Asphalt Pavement	400 LF	\$5.00	\$2,000.00
4	Remove Existing Pavement	300 SY	\$10.00	\$3,000.00
5	Existing Curb Removal	225 LF	\$10.00	\$2,250.00
6	Existing 8" Sanitary Sewer Removal	175 LF	\$25.00	\$4,375.00
7	8" Sanitary Sewer	178 LF	\$90.00	\$16,020.00
8	4' Sanitary Sewer Manhole W/ Neenah R-1550 Casting	2 EA	\$4,000.00	\$8,000.00
9	6"x10" Tapping Valve	1 EA	\$2,500.00	\$2,500.00
10	6" Water Service	25 LF	\$80.00	\$2,000.00
11	Water Main Trench Excavation, Backfill & Compaction	25 TF	\$5.00	\$125.00
12	Core & Boot Into Existing Storm Inlet	1 EA	\$500.00	\$500.00
13	12" RCP Storm Sewer	142 LF	\$50.00	\$7,100.00
14	3' Dia. Storm Manhole W/ Neenah R-2560-E1 Casting	1 EA	\$2,100.00	\$2,100.00
15	6" Perforated PVC Storm Sewer W/ Sock	63 LF	\$15.00	\$945.00
16	4" Aggregate Base	215 SY	\$3.00	\$645.00
17	10" Aggregate Base (Beneath Asphalt)	275 SY	\$5.00	\$1,375.00
18	36" Sand Fill (Beneath Permeable Pavement)	120 CY	\$20.00	\$2,400.00
19	24" Clear Stone Base (Beneath Permeable Pavement)	75 CY	\$25.00	\$1,875.00
20	Permeable Pavement	120 SY	\$60.00	\$7,200.00
21	Concrete Sidewalk (5" Thick)	1,915 SF	\$7.00	\$13,405.00
22	Concrete Apron (7" Thick)	260 SF	\$8.00	\$2,080.00
23	18" Concrete Curb And Gutter	60 LF	\$18.00	\$1,080.00
24	30" Concrete Curb And Gutter	225 LF	\$22.00	\$4,950.00
25	1.75" Asphalt Binder Course	275 SY	\$12.00	\$3,300.00
26	1.5" Asphalt Surface Course	275 SY	\$10.00	\$2,750.00
27	Clean, Sweep & Tack Coat	275 SY	\$0.20	\$55.00
28	Asphalt Patch	300 SY	\$40.00	\$12,000.00
29	Restoration (Seed & Matting)	200 SY	\$5.00	\$1,000.00
30	Parking Lot Striping	1 LS	\$400.00	\$400.00
31	Pavement Marking Removal - Street	235 LF	\$2.00	\$470.00
32	4" Wide Yellow Paint Line (Epoxy) - Street - Centerline	30 LF	\$5.00	\$150.00
33	8" Wide White Paint Line (Epoxy) - Street - Lane Divide	50 LF	\$3.00	\$150.00
34	24" Wide White Stop Line (Epoxy) - Street	75 LF	\$16.00	\$1,200.00
35	Turn Arrow (Epoxy) - Street	2 EA	\$300.00	\$600.00
36	Landscape Trees & Shrubs	1 LS	\$4,000.00	\$4,000.00
37	Lighting	1 LS	\$5,000.00	\$5,000.00
Construction Subtotal				\$120,000.00

PROFORMA

Loan Amount

Total Costs (See Cost Schedule)	\$1,492,000
Land Donation (Village)	-\$60,000
T.I.F. "Gap Loan"	-\$160,000
Chin Downpayments	-\$180,000
Loan Amount	\$1,092,000

Sales/year

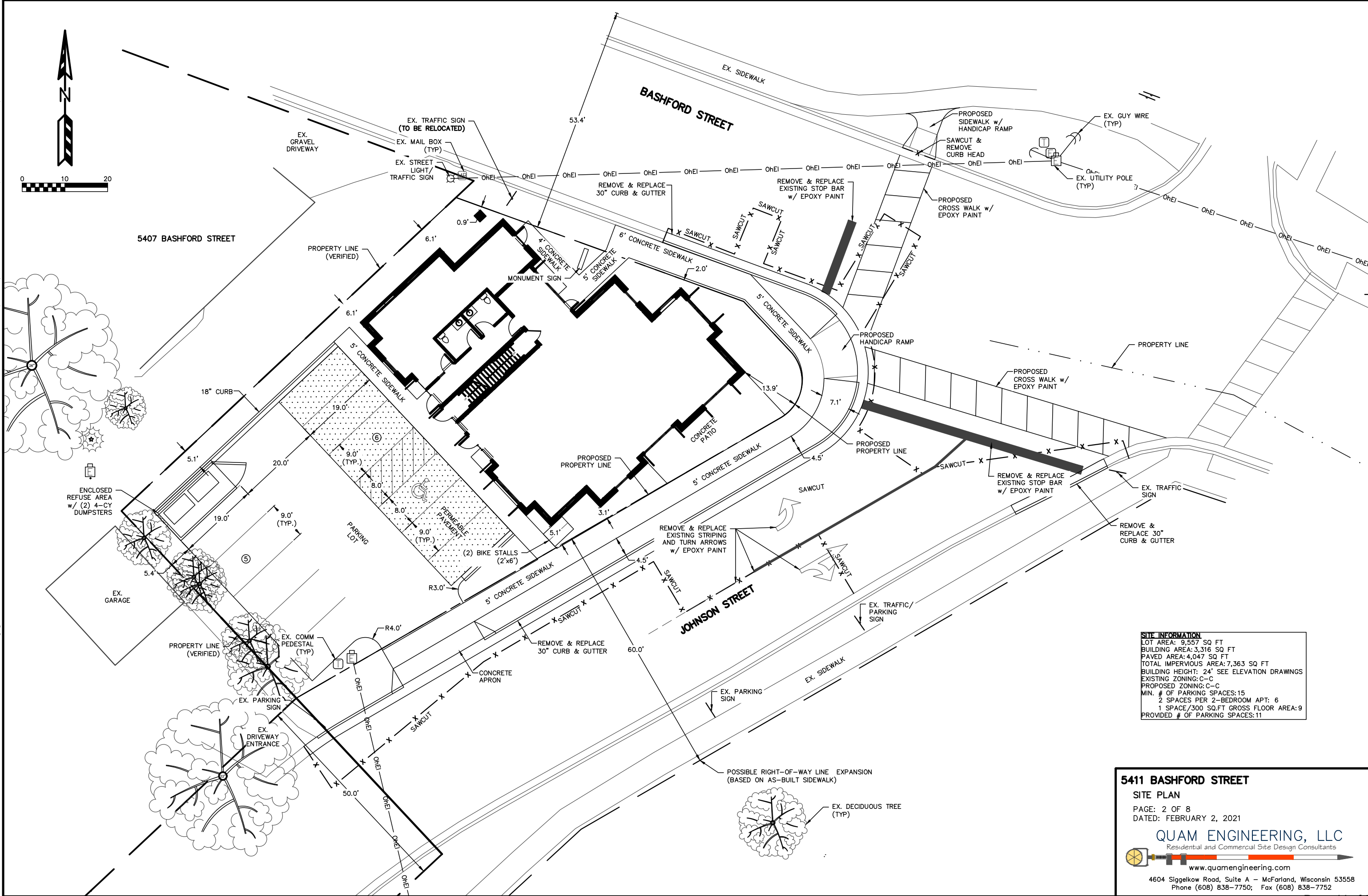
3 Apartments	\$45,000 {3 two-bedrm @ \$1250}	
Commercial Space	\$46,980 {2610 square feet @ \$18}	
Pet Fees	\$960 {2 pets at \$40/pet/month}	
Total	\$92,940 {See rent scalar}	2.00% Rent Scalar
Vacancy	-\$2,788 {Assumes 3% vacancy}	
Sales Total	\$90,151.80	

Costs/year

Interest	4.00% of loan amount
Management & Insurance	5.00% of sales amount
Maintenance	6.00% of sales amount
Property Tax	\$23,865 {2.15% of \$1,110,000 (TIF Application EAV Amount)}

Principal Projection	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Beginning Principal	\$1,092,000	\$1,079,310	\$1,064,557	\$1,047,629	\$1,028,409	\$1,006,773	\$982,594	\$955,737	\$926,064	\$893,427	\$857,673	\$818,645	\$776,175	\$730,090
Interest	\$43,680	\$43,172	\$42,582	\$41,905	\$41,136	\$40,271	\$39,304	\$38,229	\$37,043	\$35,737	\$34,307	\$32,746	\$31,047	\$29,204
Sales	-\$90,152	-\$91,955	-\$93,794	-\$95,670	-\$97,583	-\$99,535	-\$101,526	-\$103,556	-\$105,627	-\$107,740	-\$109,895	-\$112,092	-\$114,334	-\$116,621
Management (3% sales) & Insurance (2% of sales)	\$4,508	\$4,620	\$4,736	\$4,854	\$4,976	\$5,100	\$5,227	\$5,358	\$5,492	\$5,629	\$5,770	\$5,914	\$6,062	\$6,214
Maintenance (6% of sales)	\$5,409	\$5,544	\$5,683	\$5,825	\$5,971	\$6,120	\$6,273	\$6,430	\$6,590	\$6,755	\$6,924	\$7,097	\$7,275	\$7,457
Property Tax	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865	\$23,865
Ending Principal	\$1,079,310	\$1,064,557	\$1,047,629	\$1,028,409	\$1,006,773	\$982,594	\$955,737	\$926,064	\$893,427	\$857,673	\$818,645	\$776,175	\$730,090	\$680,207
Principal Reduction	\$12,690	\$14,753	\$16,928	\$19,220	\$21,636	\$24,179	\$26,856	\$29,674	\$32,637	\$35,753	\$39,028	\$42,470	\$46,085	\$49,882
Return on Investment	7%	8%	9%	11%	12%	13%	15%	16%	18%	20%	22%	24%	26%	28%





SITE INFORMATION	
LOT AREA:	9,557 SQ FT
BUILDING AREA:	3,316 SQ FT
PAVED AREA:	4,047 SQ FT
TOTAL IMPERVIOUS AREA:	7,363 SQ FT
BUILDING HEIGHT:	24' SEE ELEVATION DRAWINGS
EXISTING ZONING:	C-C
PROPOSED ZONING:	C-C
MIN. # OF PARKING SPACES:	15
2 SPACES PER 2-BEDROOM APT:	6
1 SPACE/300 SQ.FT GROSS FLOOR AREA:	9
PROVIDED # OF PARKING SPACES:	11

5411 BASHFORD STREET

SITE PLAN

PAGE: 2 OF 8

DATED: FEBRUARY 2, 2021

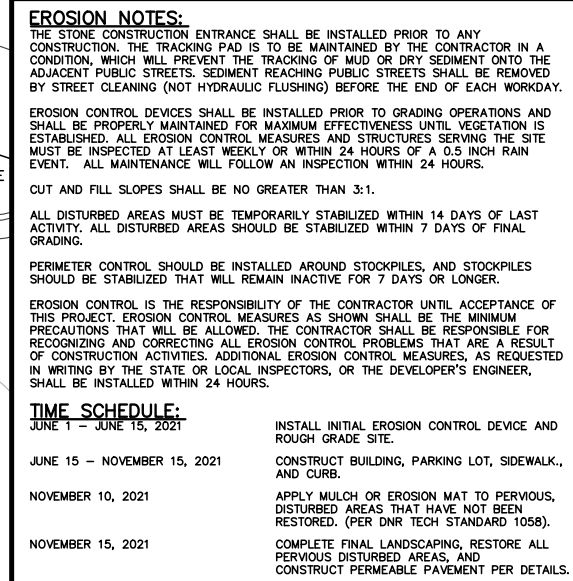
QUAM ENGINEERING, LLC

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



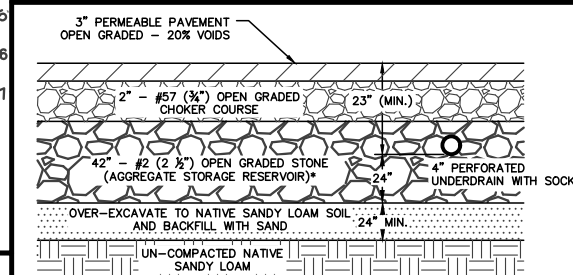
RESTORATION NOTES:

ALL PERVIOUS DISTURBED AREAS SHALL RECEIVE A MINIMUM OF FOUR (4) INCHES OF TOPSOIL, SEED, AND MULCH. ALL PERVIOUS DISTURBED AREAS SHALL RECEIVE FERTILIZER. RESTORATION WILL OCCUR AS SOON AFTER THE DISTURBANCE AS PRACTICAL. SEED MIXTURE 40 SHALL BE USED ON ALL DISTURBED AREAS. MIXTURES SHALL BE IN ACCORDANCE WITH SECTION 630 OF D.O.T. SPECIFICATIONS. AN EQUAL AMOUNT OF ANNUAL RYEGRASS SHALL BE ADDED TO THE MIX.

FERTILIZER SHALL ME THE FOLLOWING MINIMUM REQUIREMENTS: NITROGEN, NOT LESS THAN 16%; PHOSPHORIC ACID, NOT LESS THAN 8%; POTASH, NOT LESS THAN 8%. FERTILIZER SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. SEED MIXTURES SHALL BE APPLIED AT THE RATE OF FOUR (4) POUNDS PER 1,000 SQUARE FEET. MULCH SHALL CONSIST OF HAY OR STRAW APPLIED AT THE RATE OF TWO (2) TONS PER ACRE.

SEEDING FROM OCTOBER 1 THROUGH NOVEMBER 15 SHOULD BE AVOIDED TO PREVENT FREEZING OF NEW GROWTH. ADD WINTER WEAT SEED AT ONE POUND PER 1,000 SQUARE FEET FOR SEEDING AFTER NOVEMBER 15.

<u>OWNER:</u> 5411 BASHFORD LLC ATTN: DAN AND MEG CHIN PO BOX 110 MCFARLAND WI, 53558	<u>ENGINEER:</u> QUAM ENGINEERING, LLC ATTN: RYAN QUAM 4604 SIGGELKOW ROAD, SUITE A MCFARLAND, WI 53558
--	--



AGGREGATE STORAGE RESERVOIR NOTES:

1. SHALL CONSIST OF OPEN GRADED BASE CONSISTING OF CRUSHED STONE OR CRUSHED GRAVEL WITH NO GREATER THAN 5% PASSING THE NO. 200 SIEVE.
2. PROVIDE A MINIMUM POROSITY OF 30% IN VOID IN ASTM C29 STANDARD TEST METHOD FOR DENSITY (UNIT WEIGHT) AND VOID IN AGGREGATE.
3. COMPLY WITH SOUNDNESS AND WEAR, AND FRACTURE REQUIREMENTS LISTED IN WISCONSIN DOT STANDARD SPECIFICATIONS SECTION 301.2.4.5 - AGGREGATE BASE PHYSICAL PROPERTIES.
4. COMPLY WITH CONSTRUCTION REQUIREMENT IN WISCONSIN DOT STANDARD SPECIFICATION SECTION 301.3 OR ADMINISTERING AUTHORITY.
5. IF ASPHALT IS USED AS PERMEABLE PAVEMENT, THEN ASPHALT SHALL BE POLYMER MODIFIED BINDER, GROUND TIRE RUBBER (GTR), OR FIBERS (CELLULOSE) MEETING THE MINIMUM REQUIREMENTS FOR PERMEABLE PAVEMENTS AS SHOWN ON DRAWING W-100 FOR UNCOMPACTED HMA MIXTURE SHALL BE TESTED USING AASHTO T-305 PROCEDURE.

PERMEABLE PAVEMENT DETAIL

5411 BASHFORD STREET

PAGE: 3 OF 8 (EXHIBIT #3)
DATED: FEBRUARY 2, 2021

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Page 45 of 62

4" OBSERVATION WELL
IE=872.80

18" CURB & GUTTER

ENCLOSED REFUSE AREA
w/ (2) 4-CY DUMPSTERS

EX. GARAGE

PROPERTY LINE
(VERIFIED)

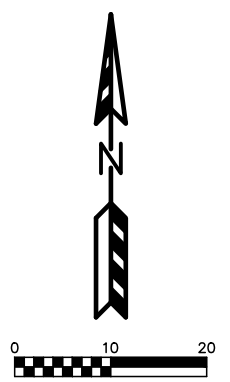
EX. COM. PEDESTAL
(TY)

EX. DRIVEWAY ENTRANCE

Built

Built

WAT SAN



5411 BASHFORD STREET

UTILITY PLAN

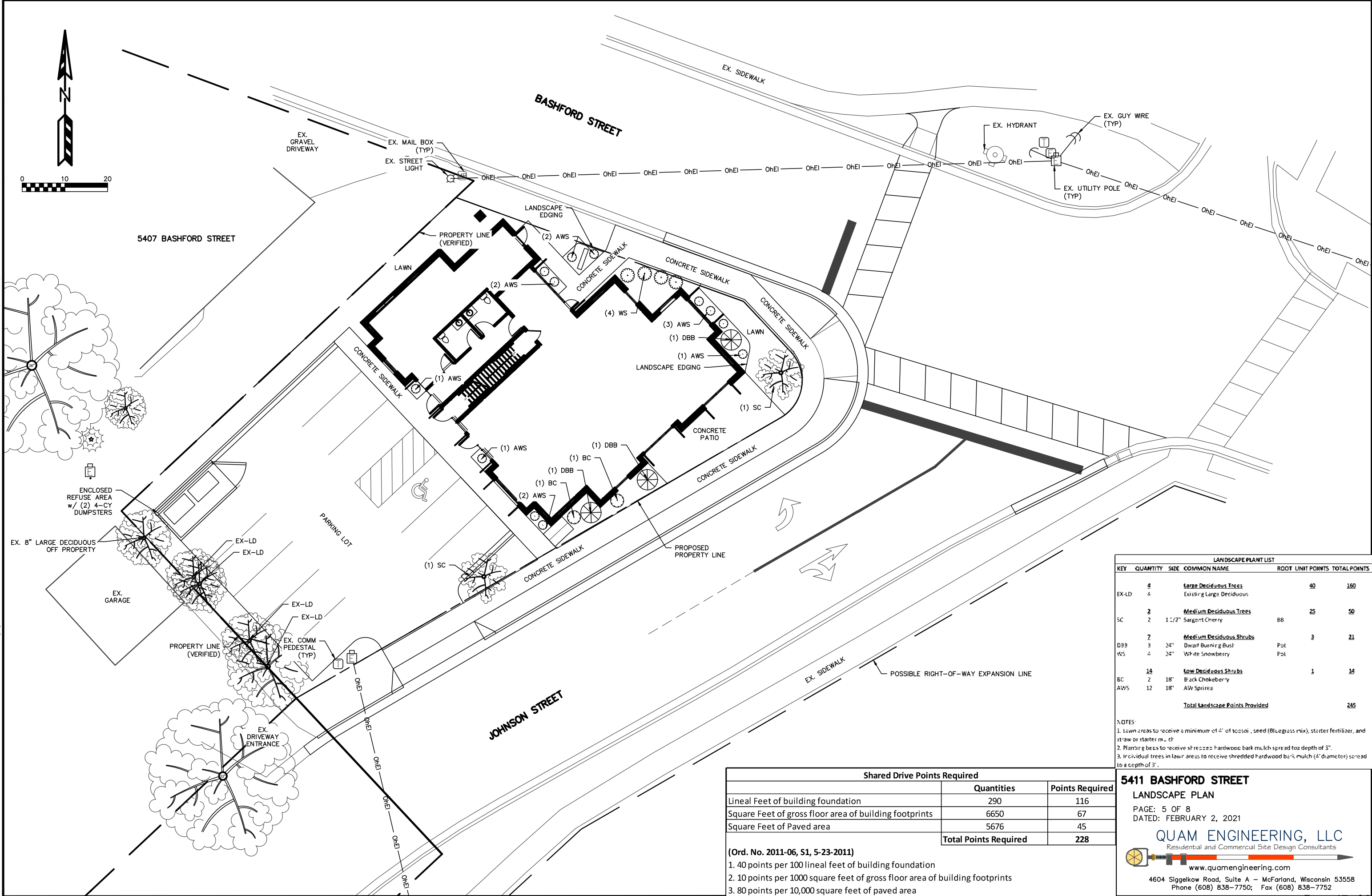
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DATED: FEBRUARY 2, 2021

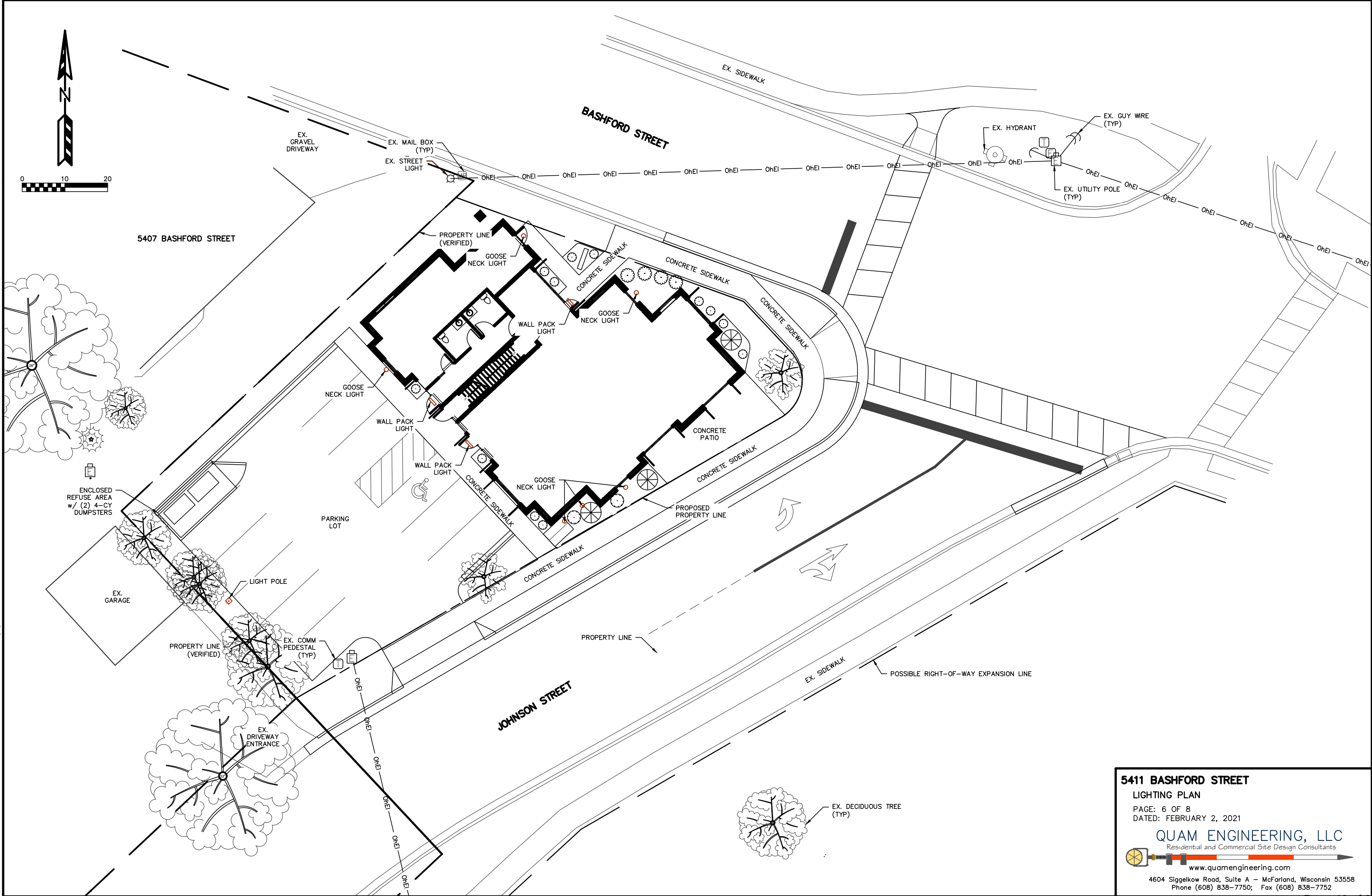
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5411 BASHFORD STREET

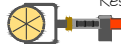
LIGHTING PLAN

PAGE: 6 OF 8

DATED: FEBRUARY 2, 2021

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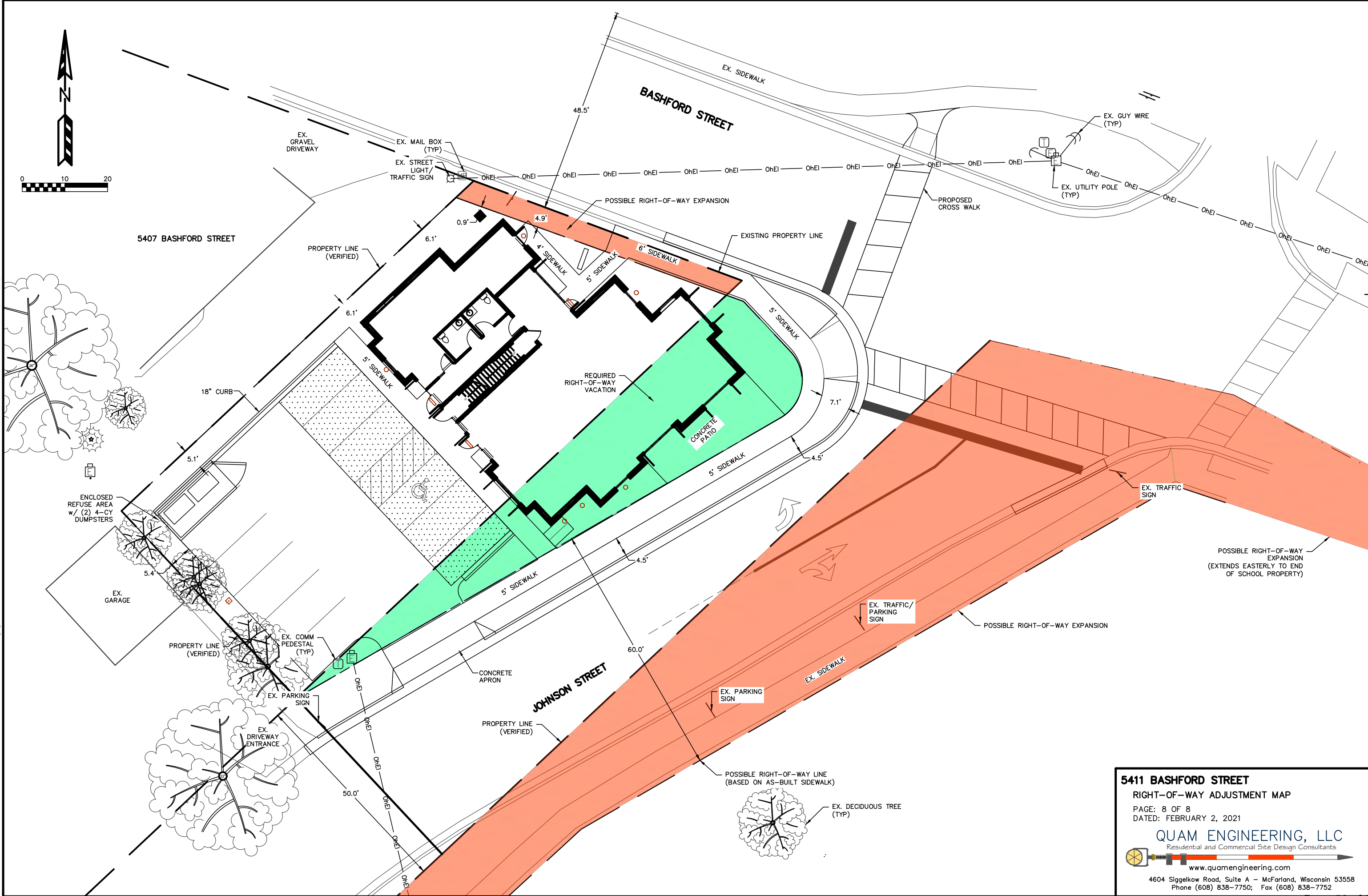
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5411 BASHFORD STREET

RIGHT-OF-WAY ADJUSTMENT MAP

PAGE: 8 OF 8

DATED: FEBRUARY 2, 2021

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DAN CHIN HOMES MIXED USE

NEW BUILDING
5411 BASHFORD STREET
MCFARLAND, WI

Project Status

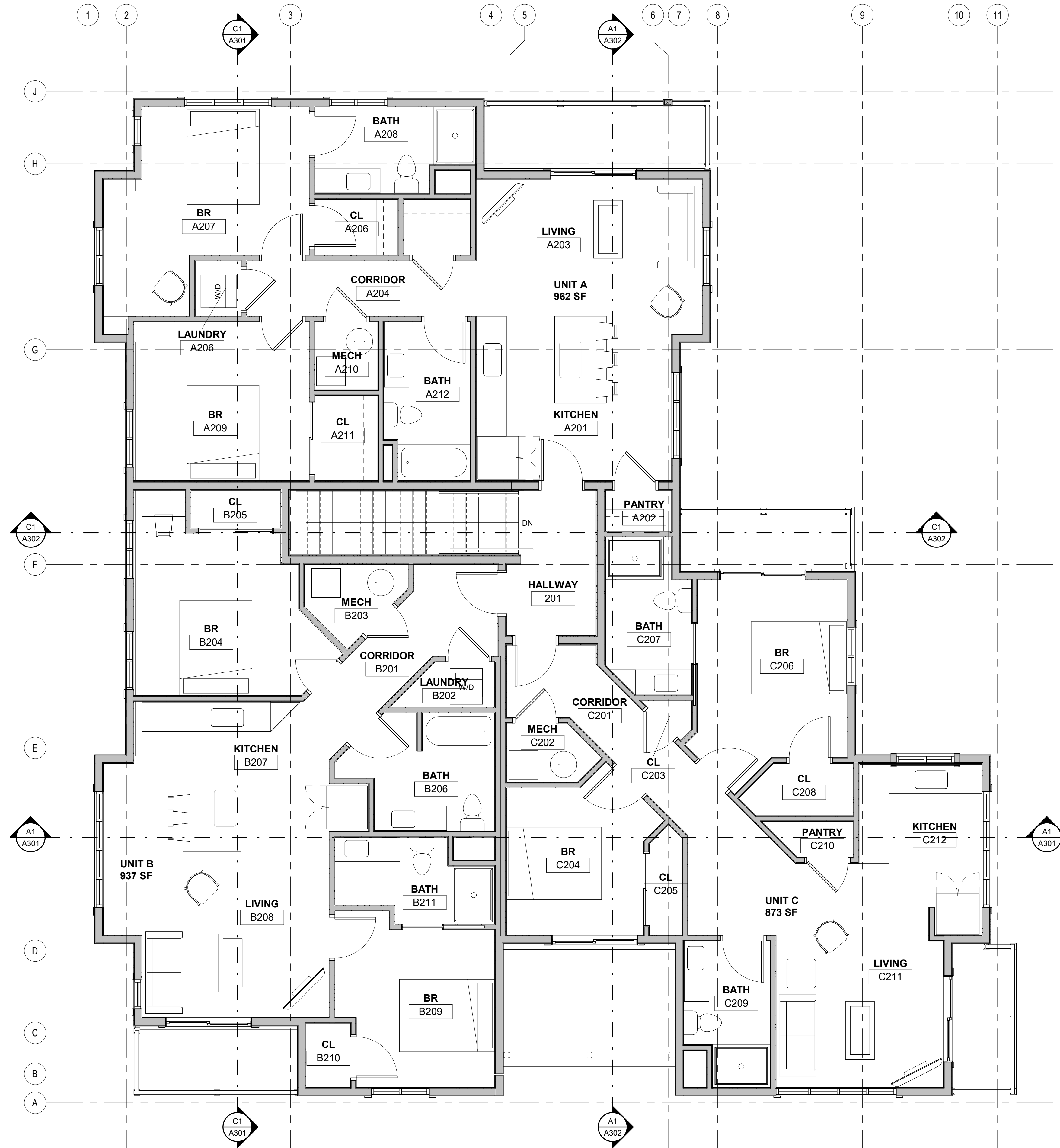
2021.01.31 PC SUBMITTAL

PROJ. #: 20001-01

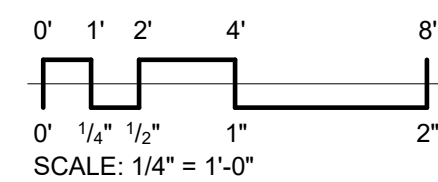
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ARCHITECTURE 2020

SECOND
FLOOR PLAN

A103



A1 SECOND FLOOR PLAN
1/4" = 1'-0"



PRELIMINARY

EXTERIOR MATERIAL SCHEDULE					
#	DESCRIPTION	MANUFACTURER	TYPE/STYLE	COLOR	COMMENTS
1	STONE VENEER	DUTCH QUALITY STONE	ELKWOOD WEATHER LEDGE	MIX (LT GREY, MED. GREY, BROWN)	-
2	PRECAST CAP	DUTCH QUALITY STONE	-	GREY	-
3	BOARD AND BATTEN VERTICAL SIDING	LP	-	WHITE	-
4	TRIM BOARD	LP	-	MED. BROWN	-
5	FASCIA BOARD	LP	-	WHITE	-
6	ROOFING	-	ARCHITECTURAL SHINGLES	GREY	-
7	WOOD FRAMED CANOPY	-	-	MED. BROWN	-
8	BALCONY	-	-	MED. BROWN	-
9	WOOD AND METAL FENCE	-	-	ANODIZED ALUM	-
10	HORIZONTAL SIDING	LP	-	GREY	-
11	CANOPY ROOF	-	STANDING SEAM ROOF	CHARCOAL	-

D

C



B1 NORTH ELEVATION
1/4" = 1'-0"

B

A



A1 EAST ELEVATION
1/4" = 1'-0"

DAN CHIN HOMES MIXED USE

NEW BUILDING

5411 BASHFORD STREET
MCFARLAND, WI

Project Status

2021.01.31 PC SUBMITTAL

PROJ. #: 20001-01

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ARCHITECTURE 2020

EXTERIOR
ELEVATIONS

A201

PRELIMINARY

D

C

B

A



EXTERIOR MATERIAL SCHEDULE				
#	DESCRIPTION	MANUFACTURER	TYPE/STYLE	COLOR
1	STONE VENEER	DUTCH QUALITY STONE	ELKWOOD WEATHER LEDGE	MIX (LT GREY, MED. GREY, BROWN)
2	PRECAST CAP	DUTCH QUALITY STONE		GREY
3	BOARD AND BATTEN VERTICAL SIDING	LP		WHITE
4	TRIM BOARD	LP		MED. BROWN
5	FASCIA BOARD	LP		WHITE
6	ROOFING		ARCHITECTURAL SHINGLES	GREY
7	WOOD FRAMED CANOPY			MED. BROWN
8	BALCONY			MED. BROWN
9	WOOD AND METAL FENCE			ANODIZED ALUM
10	HORIZONTAL SIDING	LP		GREY
11	CANOPY ROOF		STANDING SEAM ROOF	CHARCOAL

C1 WEST ELEVATION
1/4" = 1'-0"



A1 SOUTH ELEVATION
1/4" = 1'-0"

DAN CHIN HOMES MIXED USE
NEW BUILDING
5411 BASHFORD STREET
MCFARLAND, WI

Project Status

2021.01.31 PC SUBMITTAL

PROJ. #: 20001-01

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ARCHITECTURE 2020

EXTERIOR
ELEVATIONS

A202

PRELIMINARY



01/31/2021

DAN CHIN HOMES MIXED USE RENDINGS



7780 Elmwood Ave., Suite 208 • Middleton, WI 53562 • 608.836.7570

5411 Bashford Street TID #4 Dan Chin Homes - Mixed Use Redevelopment														
A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
IMPROV. DURING YEAR	BEGINNING OF YEAR VALUE	EST. GROWTH IN VALUE FROM NEW DEVELOP. ¹	CUMULATIVE VALUE	INFLATION INCREMENT ²	END OF YEAR VALUE	TAX INCREMENT VALUE	TAX VALUE YEAR	TAX RATE ³ \$1,000	TAX INCREMENT COLLECTED	COLLECTION YEAR	VILLAGE TIF PAYMENTS ⁴	ANNUAL CASH FLOW TO THE TID	CUMULATIVE PRJ FUND BALANCE ⁵	PAYMENT YEAR
2019	\$0	\$0	\$0	\$0	\$0	\$0	2020	\$20.06	\$0	2021	\$0	\$0	(\$60,000)	2021
2020	\$0	\$0	\$0	\$0	\$0	\$0	2021	\$19.45	\$0	2022	\$16,000	(\$16,000)	(\$76,000)	2022
2021	\$0	\$1,035,100	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2022	\$19.45	\$20,133	2023	\$16,000	\$4,133	(\$71,867)	2023
2022	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2023	\$19.45	\$20,133	2024	\$16,000	\$4,133	(\$67,734)	2024
2023	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2024	\$19.45	\$20,133	2025	\$16,000	\$4,133	(\$63,601)	2025
2024	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2025	\$19.45	\$20,133	2026	\$16,000	\$4,133	(\$59,468)	2026
2025	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2026	\$19.45	\$20,133	2027	\$16,000	\$4,133	(\$55,335)	2027
2026	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2027	\$19.45	\$20,133	2028	\$16,000	\$4,133	(\$51,202)	2028
2027	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2028	\$19.45	\$20,133	2029	\$16,000	\$4,133	(\$47,070)	2029
2028	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2029	\$19.45	\$20,133	2030	\$16,000	\$4,133	(\$42,937)	2030
2029	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2030	\$19.45	\$20,133	2031	\$16,000	\$4,133	(\$38,804)	2031
2030	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2031	\$19.45	\$20,133	2032	\$0	\$20,133	(\$18,671)	2032
2031	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2032	\$19.45	\$20,133	2033	\$0	\$20,133	\$1,462	2033
2032	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2033	\$19.45	\$20,133	2034	\$0	\$20,133	\$21,595	2034
2033	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2034	\$19.45	x	2035	\$0	x	x	2035
2034	\$1,035,100	\$0	\$1,035,100	\$0	\$1,035,100	\$1,035,100	2035	\$19.45	x	2036	\$0	x	x	2036
Totals		\$1,035,100		\$0					\$241,595		\$160,000			

ASSUMPTIONS

- Assumes \$1,492,000 total project costs with final assessment 74% of total costs, or \$1,110,000 (94% of site and building hard costs), minus property value at time of TID creation \$74,900.
- No Inflation of assessment values
- No changes in tax rate
- Assumes \$160,000 TIF Loan funded through 10-year zero interest advance loan from TID #3. \$160,000 incentive paid to Developer at occupancy
- Estimated previous land acquisition and site clean up costs = \$60K.

TID DATES

Creation Date: 01-14-2008
Expenditure Period: 01-14-2028
Termination Period: 01-14-2033
Last Collection Year: 2034

\$ 21,595 Net Increment
\$ 1.10 Return on Investment

TAX INCREMENT FINANCING DEVELOPMENT INCENTIVES POLICY MANUAL



1. PURPOSE

The attached policies, and associated application, have been adopted by the Village of McFarland for the purpose of guiding decisions related to requests for development incentives within Village tax increment financing (TIF) districts.

2. DISCLAIMER

The authority to make decisions regarding the use of TIF funds is vested solely in the Village Board of the Village of McFarland. This policy manual and associated application have been prepared by the Village to provide both Village Officials and applicants a consistent process and set of criteria for reviewing requests for TIF assistance. The actual amount of TIF assistance provided to a project will be determined at the discretion of the Village Board on the basis of need, risk, project characteristics, applicant qualifications and the degree to which the project meets the public objectives of the Village described in Section 3 General Objectives and Section 6 Evaluation Criteria. The Village Board reserves the right to amend or adjust these policies, and recommend any project the Village Board deems to be in the best interests of the Village of McFarland.

The Village Board also reserves the right to reject any and all applications, even those which satisfy all of the attached criteria for the use of TIF for any reason whatsoever, without regard for the viability of the project. The Village will provide the applicant with reasons for rejecting the application. Examples why a project may be rejected include but are not limited to: the Village's own capacity to fund the project, the scale of the project is too small, the project results in minimal public benefits, failure to meet one or more evaluation criteria, other existing Village, County or State funding programs are available for the proposed project, the project results in a tax exempt property, etc.

3. GENERAL OBJECTIVES FOR THE USE OF TAX INCREMENT FINANCING – DEVELOPMENT INCENTIVES

The overall objective of the program is to stimulate redevelopment of commercial, industrial, multi-family (4+ units) residential, and mixed-use properties within the boundaries of Village TIF districts. While TIF is an important and useful economic development tool, it is essential that it be used appropriately to accomplish the Village's economic development goals and objectives. A fundamental principle of tax increment financing is that it is designed to encourage development that would not otherwise occur, or would only occur to a lesser extent, "but for" the assistance provided through tax increment financing. It is the policy of the Village Board to consider the judicious use of TIF incentives for those projects that demonstrate a substantial and significant public benefit by:

- ✓ Eliminating blight, unhealthy, or unsafe conditions
- ✓ Strengthening the employment and economic base of the Village
- ✓ Increasing property values and tax revenues
- ✓ Fostering rehabilitation and conservation activities
- ✓ Installing, constructing, or reconstructing community amenities or utilities
- ✓ Implementing plans and development strategies adopted by the Village
- ✓ Implementing high-quality site and building designs and materials

4. ELIGIBLE COSTS

Allowable uses of TIF development incentives include, but are not limited to:

- ✓ Land acquisition and surveying
- ✓ Construction costs of new building and utility improvements (interior or exterior)
- ✓ Environmental audits or remediation
- ✓ Demolition of buildings and site grading to bring sites to shovel ready status
- ✓ Rehabilitation of existing structures and utilities (interior or exterior)
- ✓ Site improvements (parking, landscaping, lighting, stormwater, signage, etc.)
- ✓ Planning, legal, engineering, architectural, financing, permit costs and reasonable developer fees

5. METHODS OF FINANCING & PROJECT COMPLETION ASSURANCES

Applications for TIF assistance require the applicant to indicate the type of financing method they are requesting from the Village from the list of options below. The list is ordered sequentially based on the Village's preferred methods of providing TIF assistance. Applicants seeking more advantageous financing terms (e.g. Tax Increment Loan at Project Start) should be aware that the Village reserves the right to both specify which form of financing the Village will offer based on the merits of the project AND to lower the amount of TIF assistance (i.e. as the Village incurs more risk the Village reserves the right to reduce the amount of assistance below the amount requested). The Village may also consider the use of a combination of financing methods.

- Pay-As-You-Go (Developer Financed Loan): Under a pay-as-you-go incentive the applicant finances the upfront costs related to the construction project and the Village agrees to make an annual payment back to the applicant starting with the first year the Village receives taxes from the improved property (i.e. two years after project completion). The terms of the annual payment are subject to the development agreement negotiated and signed by both parties. The terms are typically represented as a percentage of the annual tax increment collected over a set period of years (e.g. 90% of the actual tax increment collect over 10 years or until the total requested financing amount has been reached).
- Traditional Loan. The Village may provide financing in the form of a loan at project start (e.g. after completion of the development agreement and within 60 days of receiving all necessary building permits). The terms of the loan (i.e. interest rate, amortization schedule, collateral) will be negotiated as part of the development agreement. The Village may also consider the use of no-interest loans or loans with forgivable payments (e.g. waiving a final payment) to provide an additional incentive to the applicant based on the merits of the proposed project. The use of future tax increments generated from the project to pay back the loan from the Village is not applicable. Examples of this type of financing are usually part of a community façade improvement revolving loan program.
- Tax Increment Loan at Occupancy. The Village may provide financing in the form of a loan at occupancy. Under this form of financing the Village provides a cash payment at the time (e.g. within 60 days) the proposed applicant completes the project (i.e. receives a building occupancy permit from the Village). The Village reserves the right to withhold a percentage of the TIF assistance until all landscaping has been installed on the property in accordance with approved site plans. The loan is paid back through future tax increments generated from the project.
- Tax Increment Loan at Project Start. The Village may provide financing in the form of a loan at the start of a project. Under this form of financing the Village provides a cash payment at the time the project starts (e.g. after completion of the development agreement and within 60 days of receiving all necessary building permits). The Village reserves the right to stagger payments to the applicant from the time of obtaining building permits to the time of receiving a building occupancy permit based on meeting predetermined construction milestones. The Village reserves the right to withhold a percentage of the TIF assistance until all landscaping has been installed on the property in accordance with approved site plans. The loan is paid back through future tax increments generated from the project.

Applicants are advised that the Village will require certain financial and project completion guarantees. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, lien waivers for contractors, consent of mortgagee or other loan security instruments. In addition, the Village reserves the right to require an applicant to provide copies of paid invoices demonstrating actual costs incurred and to adjust accordingly any assistance provided by the Village in proportion to the ratio of estimated to actual project costs. **All terms and obligations of the Village and the applicant shall be finalized through the execution of a development agreement.**

6. EVALUATION CRITERIA – DEVELOPMENT INCENTIVE QUALIFICATIONS

The following criteria and qualifications will be used by the Village to evaluate requests for development incentives. All terms and obligations of the Village and the applicant shall be finalized through the execution of a development agreement.

-  **Location Criteria:** The proposed project must be within the boundaries of a Village TIF district at the time of approval of a development agreement.
-  **Ownership Criteria:** The applicant must be the owner of the property or have a written agreed option to purchase the property from the current owner at the time of approval of a development agreement. Proof of property ownership will be required prior to receiving financial assistance from the Village. Offer to be part of Develop. Agreement
-  **“But For” Criteria:** The applicant must demonstrate to the Village’s satisfaction that “but for” the TIF assistance, the project is not feasible on the proposed site, or would occur to a lesser extent, and that the public benefits described in Section 3 General Objectives would not be achieved. Project would occur to a lesser extent without proposed but for costs related to ROW and site utilities
-  **Financial Capability Criteria:** Each TIF application must include evidence that the applicant possesses the financial ability to complete and operate the project and will be liable for, or contribute equity of at least 15% of the total cost of the project. Proof of equity and private commercial lending commitment will be required prior to receiving financial assistance from the Village. Applicant proposes 12.06% equity, 14.75% Village contribution, and 73.19% commercial loan
-  **Maximum Assistance Criteria¹:** The total amount of TIF assistance in support of a project is based on the form of incentives requested as described below and the overall value of the project to the community. For applicants requesting a combination of financing (e.g. pay-go and tax increment loan at occupancy) the maximum amount of assistance shall not exceed 30% of the estimated total project costs, with the final percentage within each form of financing determined by the Village Board. The Village at its discretion may include in the total percentage of project costs other costs incurred by the Village in support of bringing the subject property to shovel ready status (e.g. prior land acquisition costs, environmental remediation costs, public works costs, etc.).
 - For Pay-As-You-Go (Developer Financed) Agreements the maximum amount of assistance is capped at 30% of the estimated total project costs.
 - For Traditional Loan Agreements the maximum amount of assistance is capped at 20% of the estimated total project costs.
 - For Tax Increment Loan at Occupancy Agreements the maximum amount of assistance is capped at 20% of the estimated total project costs. Applicant has requested 14.75% of Total Project Costs
 - For Tax Increment Loan at Project Start Agreements the maximum amount of assistance is capped at 10% of the estimated total project costs.
-  **Payback Period Criteria¹:** All requests for TIF assistance will be required to demonstrate that the tax increment estimated to be generated by the project will be sufficient to payback any TIF assistance provided by the Village (including applicable interest expenses) in support of the project according to the following terms:
 - For Pay-As-You-Go (Developer Financed) Agreements. Payments to the Developer shall commence with the first year in which the Village receives tax increment from the completed project and continue no longer then the year in which the applicable TID terminates, or until the maximum amount of assistance is reached, whichever comes first. In addition, the annual amount of tax increment applied toward retirement of the developer loan shall not exceed 90% of the actual annual amount of tax increment collected from the project, unless a higher percentage is granted by the Village Board.

¹ At the Village’s discretion, the maximum amount of assistance and/or the payback period criteria may be modified for projects that demonstrate substantial merit (e.g. completion of LEED Certified Buildings, projects which lead to at least 50% of all jobs created with annual salaries (not including benefits) at or exceeding the median household income for the Village as reported by the U.S. Census, etc.).

As proposed payback is 12 years; however, this assumes no interest on the advance of funds from TID #3 to TID #4. At 3% interest, TIF cash contribution would need to lower to \$140K to meet criteria

- ☐ For Traditional Loan Agreements. Within 12 years starting with the year the loan is obtained and no longer then the year in which the applicable TID terminates. Interest shall be charged based on current general obligation loan interest rates from the Wisconsin Board of Commissioners of Public Lands, for the applicable loan term, at the time of Village disbursement of funds, plus 0.15%.
- ☒ For Tax Increment Loan at Occupancy Agreements. Within 12 years starting with the year the loan is obtained and no longer then the year in which the applicable TID terminates.
- ☐ For Tax Increment Loan at Project Start Agreements. Within 7 years starting with the year the loan is obtained and no longer then the year in which the applicable TID Expenditure Period ends.
- ☒ Financial/Project Assurances Criteria: The applicant must agree to provide financial and project completion guarantees to the Village. These may include, but are not limited to, assessment guarantees, letters of credit, personal or corporate guarantees, minimum payment agreements, lien waivers for contractors, consent of mortgagee or other loan security instrument. Applicant proposing \$1,110,000 assessment guarantee, 74% of total project costs, and 94% of site and building hard costs.
- ☒ Technical & Operational Capability Criteria: The applicant must provide evidence satisfactory to the Village that the applicant possesses the technical ability to complete the project or has obtained construction cost estimates from professional businesses capable of performing the work. Applicants must demonstrate that they have the ability to operate the proposed use. The Village may require applicants to submit copies of contracts with design professionals and construction contractor prior to receiving financial assistance from the Village. Quam Eng & Sketchworks Arch.
- ☒ Insurance Criteria: Applicants shall furnish to the Village certificates of insurance for all insurance policies required under the development agreement prior to receiving financial assistance from the Village. To be included in DA
- ☒ Adherence to Local Land Use Plans Criteria: The project is consistent with the Village of McFarland Comprehensive Land Use Plan, Village Building or Zoning Ordinances, or any other applicable plans and ordinances adopted by the Village which includes the subject property. Assuming approval of conditional use permit and site/design review permit by Plan Commission
- ☒ Adherence to TIF Project Plan Criteria: All requests for TIF assistance must clearly comply with the requirements of the Wisconsin TIF Statutes and the Village's adopted TID Project Plan applicable to the subject property.
- ☒ Creation of Tax Increment Criteria: The project will not result in a tax exempt property, aside from any remnant portions of a parcel which are specifically dedicated to the Village for public use. Applicants will be required to return any TIF assistance provided to the Village if during the terms of the development agreement the property becomes exempt from property taxes.
- ☒ Applicant in Good Standing Criteria: The applicant does not have a history of delinquent property tax payments or own any property within the Village with known zoning or building code violations.
- ☒ Absence of Conflict of Interest Criteria: The applicant is not a member of the Village Board or a Village Committee, or any other official, employee, or agent of the Village who is authorized to exercise policy decision-making functions or responsibilities in connection with the application.
- ☒ Application Criteria: A completed application, fee, and escrow have been filed with the Village Community Development Director.

Memorandum

To: McFarland Plan Commission & CDA

From: Andrew Bremer, AICP
Community & Economic Development Director

Date: February 9, 2021

Re: **January 2021, Community & Economic Development Department Highlights**

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

YTD New Construction Building Permits

	2020	6-Year	4-Year	2-Year	2021
Building Permits (new construction)	Actual	Average	Average	Average	Actual YTD
SF (Total Units)	50	52	62	58	1
Duplex (Total Units)	2	10	14	8	0
MF (Total Units)	100	34	42	64	51
Total Res. Units	152	96	117	130	52
Commercial	2	3	3	2	0

30 total building permits issued in the month, including one new multi-family development (4900 Larson Beach Road – MSP Real Estate) and one new single-family home. The year started with 17 vacant SF lots in the active east-side subdivisions (excluding Rosewood Fields).

YTD Department Revenues

		2020	6-Year	4-Year	2-Year	2021	2021	YTD % of
Account		Actual	Average	Average	Average	Budget	Actual YTD	Budget
44300-101	Building Permit	\$ 107,880	\$ 86,912	\$ 108,271	\$ 107,597	\$ 100,000	\$ 2,105	2%
44300-102	HVAC Permit	\$ 35,771	\$ 31,876	\$ 39,038	\$ 33,402	\$ 42,500	\$ 375	1%
44300-103	Plumbing Permit	\$ 34,745	\$ 33,641	\$ 40,767	\$ 36,058	\$ 42,500	\$ 579	1%
44300-104	Electrical Permit	\$ 50,335	\$ 42,755	\$ 52,062	\$ 48,718	\$ 48,000	\$ 885	2%
44300-105	Sprinkler Fee	\$ 6,210	\$ 3,197	\$ 4,776	\$ 4,466	\$ 7,750	\$ -	0%
44300-106	Fire Alarm Inspection Fee	\$ 2,465	\$ 2,485	\$ 3,728	\$ 3,490	\$ 5,000	\$ -	0%
44300-108	CD Occupancy Inspection Fee	\$ 9,535	\$ 8,148	\$ 9,496	\$ 8,993	\$ 9,000	\$ -	0%
44900-000	Misc. CD Permit Fees	\$ 136,217	\$ 125,238	\$ 156,972	\$ 120,464	\$ 75,000	\$ 903	1%
46800-000	Community Development Fees	\$ 22,556	\$ 11,887	\$ 12,530	\$ 16,166	\$ 12,500	\$ 1,536	12%
47210-000	City - Building Inspection	\$ -	\$ 18,696	\$ 10,159	\$ -	\$ -	\$ -	0%
	Total Revenue	\$ 405,713	\$ 364,834	\$ 437,798	\$ 379,353	\$ 342,250	\$ 6,382	1.9%
* As of 1/31, 8.3% through calendar year								

Total C&ED deposits for the month were \$9,228.25. Note, the MSP permit revenue will be shown in the February report based on date of deposit.

Summary of Department Activities:

- Submittal of a grant application through the PSC Energy Innovation Grant Program for funding assistance for a potential geothermal installation at the planned new public safety center.
- Continued work with the Ad-Hoc Sustainability Committee on development of the Sustainability Plan.
- Village Board action on prior month C&ED related applications/projects:
 - Approval of Ordinance #2021-01 rezoning remnant lands at 5761 & 5771 Holscher Road and approval of CSM (planned public safety center site).
 - Approval of Resolution #2021-03 approving sale of 4900 Larson Beach Road to MSP Real Estate.
 - Approval of Resolution #2021-02 Release of Development Agreement for Woodlands Commons.
- Status update of larger development projects previously approved:
 - 5610-14 USH 51 (Neitzel) commercial development. Lakeview Dental wall sign completed, tenant space nearing occupancy.
 - 4608 Siggelkow Road (Waubesa Village Phase 3). Exterior framing nearing completion.
 - Condos at Prairie Place Condominium (CF Investments). Construction on-going for all buildings except the southern 4-unit building which is permitted for foundation only at this time.
 - 4900 Larson Beach Road. MSP has begun construction of the future multi-family apartment building.
- Meetings, Webinars & Conferences attended by Department Director:
 - January 6th, CDA meeting
 - January 11th, Village Board meeting
 - January 12th, Police Chief Recruitment Listening Session
 - January 13th, CivicEngage Website Training
 - January 13th, Public Safety Meeting
 - January 14th, Sustainability Committee Meeting
 - January 19th, Chamber Board Meeting
 - January 19th, Public Utilities Committee Meeting
 - January 19th, Plan Commission Meeting
 - January 25th, Committee of Whole Meeting
 - January 25th, Village Board Meeting
 - January 28th, Parks Committee Meeting
 - January 29th, CivicEngage Website Training

Look ahead to potential March 15th, PC Agenda Items:

- 4911 Burma Road, Site/Design Review Application (American Legion, Outdoor Consumption Patios)
- 5411 Bashford Street, CUP & Site/Design Review Applications (Dan Chin Homes, Mixed Use Development)

Look ahead to potential April 7th, CDA Items:

- 4313 Triangle Street (CTW Flooring)
- 4008 Terminal Drive (Strutzel)