

**Community Development
Authority**

Wednesday, April 7, 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/85883867566>

Or by Telephone: +1 (312) 626-6799
Webinar ID: 858 8386 7566

1. CALL TO ORDER
2. PUBLIC APPEARANCES.
3. APPROVAL OF MINUTES.
 - a. Review and possible approval of the March 3, 2021 Community Development Authority meeting minutes.
4. BUSINESS.
 - a. Discussion regarding redevelopment of 4810, 4818, 4902 and 4908 Terminal Drive, including a preliminary concept plan submitted by Ryan Quam for development of Waubesa Village Phases 4 & 5.
 - b. Discussion regarding approaches to marketing Village owned properties within Tax Increment Districts.
 - c. Presentation of Community & Economic Development Department monthly report.
5. SCHEDULE NEXT MEETING DATE.
 - a. Wednesday, May 5th, 2021 at 7:00 PM.
6. ADJOURNMENT.

This meeting notice constitutes an official meeting of the above referenced group and was posted in accordance with all applicable laws related to Open Meetings Law. It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon

reasonable notice, efforts will be made to accommodate the needs of disabled individuals. For additional information or to request this service, contact the McFarland Municipal Center at (608) 838-3153 or cassandra.suettinger@mcfarland.wi.us.

Community Development Authority
Working Draft -MINUTES
March 3, 2021

Members Present: Ken Brost, Austen Conrad, Dan Kolk, Stephanie Brassington, Mike Flaherty, Jerry Dietzel

Members Absent: Toni Stolarik

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

None

3. APPROVAL OF MINUTES

- a. Review and possible approval of the February 3, 2021 Community Development Authority minutes.

Brassington moved to approve the February 3, 2021 Community Development Authority minutes. Flaherty seconded the motion. Motion carried 6-0.

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.

Austen Conrad indicated he is recusing himself for this topic as he is representing Joe Burkeland of CTW Flooring regarding the design of a building Joe would like to build as part of a future request to acquire 4313 Triangle Street from the Village. Bremer indicated this is for discussion only; no action will be taken tonight.

Burkeland advised his business, CTW Flooring, has been in McFarland for approximately 6 years. He has another business, Wisco Cabinets, which is currently in Waunakee and he would like to have both businesses in McFarland. The cabinets are made in Indiana then

shipped to his business in Waunakee. There is approximately a semi load brought in bi-weekly, the cabinets are stored and then shipped out as needed. They will be bringing six jobs from Waunakee, and this will give them the potential to expand both the cabinet company and CTW flooring. He has have been looking in the area for a while and he recently was made aware of this site. Burkeland indicated he would be looking to move in December of 2021.

Conrad reviewed the submission as included in packets. Conrad went over the potential design, where employee parking along with the loading docks would be located, and a small area for a showroom, parking for access to the showroom and the traffic flow around the building. Conrad also reviewed the preliminary elevations, including a glass entryway, decorative angles to the design and discussed materials, which possibly would be used on the building. Conrad also covered the scale of the building; total would be about 25,000 sq.ft.

Bremer reviewed with members, this type of proposal would be allowed under the current zoning, if there were to be any type of outdoor storage a conditional use permit would be needed. There previously was an underground storage tank on this property, which was removed. A Phase I was done in February of 2020, and surface parking above that area would be allowed. Bremer indicated some initial concerns with the design include the potential need for easements on the neighboring driveway, storm water management, along with some fine-tuning of the exterior side elevations based on the TID #3 design guidelines. Bremer indicated overall this does a nice job of meeting the design guidelines. Members need to consider if they want to hold on to this property, proceed with development, or try to acquire other properties to add to this parcel.

Brost polled members for feedback on the potential proposals. Members concurred they liked this idea and it would be good use of the property, it would be nice to have more businesses in McFarland. Members questioned if a CUP would be needed to have a showroom on this site due to the TID district. Bremer reviewed the history of the site with members, and inquired of Burkeland's intentions on the tenant space shown on the plans. Burkeland indicated it would be nice to have a tenant space, which would provide potential expansion space for them at a later date, he has had some businesses inquire about this, as they have heard he is looking to do something, he has not marketed anything at this time. They are currently in 5,000 sq. ft. in Waunakee, and he intends to move some of the business/office aspect employees from the CTW Flooring site to this property.

Bremer summarized if the CDA wanted this to move forward the next step would be for Burkeland to continue moving forward on their site and design plan. They would need site plan approval and a real estate and development agreement for the sale of the property. Brost indicated per feedback received tonight the CDA would like to see them move forward with this proposal.

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.

Bremer reviewed the history of the process on the application as submitted by Dan & Meg Chin for 5411 Bashford Street and the process of tonight's meeting. Dan Chin summarized their reasons for the proposal for 5411 Bashford Street; they felt it would offer them the ability to keep their business in the downtown area, while giving them the additional space they need. There would be two commercial spaces on the main floor and three apartments on the second level. Meg Chin indicated since their primary proposal they have been working with Ryan Quam and he will be presenting their design proposal.

Ryan Quam of Quam Engineering reviewed the plan as submitted in packets and indicated the detailed plan will be going before the Plan Commission on March 15, 2021. Quam discussed the storm sewer, sanitary line, permeable pavement, utility plan, and entryway on both the Bashford and Johnson Street sides of the building, parking area, site plan and general layout of the proposal with members. Quam also went over the landscaping, dumpster location and a potential patio on Johnson Street. Nick Badura, project architect, reviewed the building plan including interior layout, elevations, roll up doors on Johnson Street, design, and materials as indicated in the submittal.

Bremer discussed the right of way issues with the property, and the adjacent McFarland School District property (6009 Johnson Street). It was found the property lines are different from shown on the county GIS website, along with what was originally platted, and the changes made in the 1960's when Johnson Street was reconstructed. The Village did a quitclaim deed with the school district a few years ago and the school now owns 6009 Johnson Street, the Village has reached out to the school and what is needed is a dedication deed from the school board to bring the right-of-way line to the inside of the sidewalk, where it would commonly be placed. This along with the vacation of the right-of-way adjacent to 5411 Bashford Street by the Village Board, would allow the minimum right-of-way along Johnson Street to be maintained, while increasing the size of 5411 Bashford Street to permit the building and site design as proposed.

Quam reviewed the TIF application as provided in packets. Quam went over with members the cost estimate based on construction costs he has had previously on his projects, along with the fee schedule, the "but for" TIF eligible costs estimate, loan amounts and contribution percentages along with the Proforma. Bremer reviewed the proforma for the project in the packet. Per the Chins application there is an assessment guarantee of about 1.1 million, on the 1.5 million of construction costs. Bremer summarized this will generate a little over \$20,000 in tax increment starting in the year 2023 and would cash flow in about

12 years. Bremer reviewed the TIF development incentives criteria as summarized in the packet.

Brost polled members for any questions or concerns. Members asked for clarification on the number of parking stalls provided, and is there any on street parking in the area. Bremer advised there is some street parking, and there is the municipal lot across the street on Bashford Street. Chin had indicated their particular business is one where they meet people off site rather than people coming in to the business. Bremer reviewed, as this property is zoned central commercial, the off-street parking requirements are listed as a guideline, it was expressed to the Chins to cover at least the residential units and a few extra stalls, in any other residential zoning district, two per two-bedroom unit would be required. They will have 11 off-street stalls. The Chins indicated they would not have a high need for parking for customers due to the nature of their business. Flaherty inquired what the actual material make-up of the siding is. Bremer indicated it is LP smart siding, which meets the design guideline for the district and the base is stone veneer. Conrad asked for more details under apartment interior upgrades in the “but for” clause. Quam indicated he pulled that from previous projects he had done, high-end interior finishes. Members also asked for details on the overhead doors. Chin indicated the three-garage door style glass walls will be able to open up the space to allow more circulation of fresh air and make the area feel more spacious, and allow them to use the patio space for meetings with clients if they chose to. Members felt overall this was a good fit and nice design for the site.

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.

Flaherty moved to convene into closed session, Kolk seconded the motion. Motion carried on a roll call vote 6-0. Meeting moved into closed session at 8:08 p.m.

b. Discussion and action to reconvene into Open Session.

Flaherty moved to reconvene in open session. Conrad seconded the motion. Motion carried 6-0. Meeting reconvened into open session at 8:27 p.m.

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.

Brassington moved to recommend approval 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, with the condition of revising page 38 of the packet; “Mixed use building “but for” TIF eligible costs estimate” to strike in its entirety the line item with “Apartment Finishes Upgrade (Granite Counters, Stainless Steel Appliances) \$20,000” and increase by \$8000 the line item “Apartment Materials Upgrade” (Stone Veneer, LP Smartsiding) To \$53,000 to a total incentive of \$160,000, plus the land donation valued at \$60,000. Dietzel seconded the motion. Motion carried 6-0

- b. Presentation of Community & Economic Development Monthly Report

Bremer reviewed possible items for the April agenda; some will depend on how they are progressing.

7. SCHEDULE NEXT MEETING DATE

- a. April 7, 2021 @ 7:00 p.m.

8. ADJOURNMENT.

Kolk moved to adjourn. Flaherty seconded the motion. Motion carried. Meeting adjourned at 8:35 p.m.

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Wednesday, April 7, 2021

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding redevelopment of 4810, 4818, 4902 and 4908 Terminal Drive, including a preliminary concept plan submitted by Ryan Quam for development of Waubesa Village Phases 4 & 5.

PREVIOUS ACTION:

2006, Village acquisition of 4902 Terminal Drive

2015, 2017, 2020 Approval of Planned Unit Development, General and Detailed Plans, for Waubesa Village Phases 1-3

2015 TIF Development Agreement for Waubesa Village Phase 1

2017 TIF Development Agreement for Waubesa Village Phase 2

2020 Amendment to TIF Development Agreement for Waubesa Village Phase 2

ISSUE SUMMARY:

Ryan Quam has acquired an option to purchase 4908 Terminal Drive and is negotiating an option to purchase 4810 & 4818 Terminal Drive. The Village currently owns 4902 Terminal Drive. Ryan Quam desires to construct Waubesa Village Phase 4 & 5 on these properties. A conceptual site plan is included in the packet. Ryan has requested to appear before the CDA (April 7th) and Plan Commission (April 19th) for pre-application meetings to discuss his design concepts for the subject properties to gather preliminary input prior to proceeding with formal applications for TIF Development Incentives and zoning permits.

Existing property conditions include:

- 4810 Terminal Drive: Cindy's Custom Interiors, Zoned C-H Commercial Highway, 0.47 Acres, \$226,800 Assessed Value
- 4818 Terminal Drive: Single Family Home, Zoned C-H Commercial Highway, 0.72 Acres, \$188,100 Assessed Value
- 4902 Terminal Drive: Vacant, Zoned C-H Commercial Highway, 0.31 Acres, \$0 Assessed Value
- 4908 Terminal Drive: Single Family Home, Zoned C-H Commercial Highway, 0.52 Acres, \$217,200 Assessed Value

Phase 4 would consist of a 27-unit apartment building, on 4902 and 4908 Terminal Drive.

Preliminary construction schedule is September 2021 through May 2022. This building would be identical to the Phase 2 and 3 buildings, consisting of a combination of one and two bedroom



apartments with underground parking. A preliminary grading plan for Phase 4 is provided in the packet. Construction of Phase 4 would include removal of the previously approved emergency access only drive to Terminal Drive that was approved as part of the Detailed Plan for Phase 3. Instead, the driveway would be rerouted slightly to the south as part of the construction of additional off-street parking for Phase 4.

Phase 5 would consist of an apartment building similar to Phases 2-4. Closing on 4810 and 4918 Terminal Drive would not be anticipated to occur until September of 2026 and would be subject to TIF Development Incentives. Since the expenditure period for TID #3 ends in August 2022, a new TID would be required to be approved by the Village Board and Joint Review Board in order to consider TIF development incentives as part of the Phase 5 project.

Development of Phase 5 would include revisions to the access drive and off-street parking lot constructed with Phase 4. This would allow the access drive to Phases 1-4 to align with the intersection of Ivywood Trail, and shared use of the off-street parking lot between Phases 4 & 5.

Given the extended closing date, and uncertainty of creation of a new TID, consideration for approval of the site design for Phase 4 should be viewed with an assumption that Phase 5 may never be developed.

The following outlines a tentative schedule for various permit/project approvals for Phase 4:

- TIF Development Incentives Application for Phase 4 (tentative dates: May 5th CDA & May 24th Village Board)
- Amendment to the Planned Development, General & Detailed Development Plan for Waubesa Village Phases 1-4 (tentative dates: May 17th Plan Commission & May 24th Village Board)
- Real Estate & Development Agreement for Phase 4 (tentative dates: July 7th CDA & July 12th Village Board)
- Closing on 4902 Terminal Drive (tentative date: July 30th)
- Certified Survey Map to combine Phases 1-4 as one lot (tentative date: August 16th Plan Commission)
- Building Permit for Phase 4 (tentative date: August 31st)
- Start Construction Phase 4 (tentative date: September 1st)
- Building Occupancy Phase 4 (tentative date: June 1st, 2022)

The following outlines a tentative schedule for various permit/project approvals for Phase 5:

- Approval of a new TID, including 4810 & 4818 Terminal Drive. These properties may be included as part of the Village's future consideration of an overlay to existing TID #3. Approval of this overlay TID by the Village Board and Joint Review Board may occur between September 2022 and September 2026 to enable consideration of a TIF Development Incentive for Phase 5 under the applicants proposed timeline.
- Amendment to the Planned Development, General & Detailed Development Plan for Waubesa Village Phases 1-5 (tentative date: Spring/Summer 2026)
- Certified Survey Map to combine Phases 1-5 as one lot (tentative date: Spring/Summer)



2026)

- Start Construction Phase 5 (tentative date: September 1st, 2026)
- Building Occupancy Phase 5 (tentative date June 1st, 2027)

FINANCIAL/BUDGET IMPACT:

TID #3 previously provided incentives of \$552,583 (Phase 1) and \$360,000 (Phase 2), for a total of \$912,583. The Phase I & 2 Development Agreement obligates the Developer to a Guarantee of Tax Increment based on a fair market value of the property of no less than \$8,100,000 (\$4,300,000 for Phase 1 plus \$3,800,000 for Phase 2). Phase 3, currently under construction, did not include TIF development incentives. The 2020 Fair Market Value of Phases 1 & 2 is \$8,281,315.

The Developer's preliminary acquisition and construction cost estimates for Phase 4 are \$4,925,000. Consideration of a formal application for TIF Development Incentives is anticipated for review at the May 5th CDA meeting. Preliminary indications include a request for donation of 4902 Terminal Drive (Village lot) plus a \$340,000 TIF Loan, payable at building occupancy. This is subject to change and further discussion after the April preliminary concept discussions with the CDA and Plan Commission as Ryan works to finalize the development proposal. Assuming a post construction assessment value of \$3,800,000 for Phase 4, the project would generate approximately \$68K in tax increment beginning in year 2023, and \$340,000 prior to closure of TID #3. A proforma estimating the financial impacts to the TID will be prepared as part of future consideration of the formal TIF Development Incentives application at the May CDA meeting.

In addition to generating tax increment revenue for TID #3, Phase 4 will also generate general revenues to the Village through the collection of building permit and impact fees, estimated at \$130K.

VILLAGE PLAN REFERENCE:

4313 Triangle Street is located within the following adopted Village plans available for review on the [Community & Economic Development](#) website:

- TIF District #3 (adopted 2004).
- Terminal and Triangle District Plan (adopted 2005), specifically the Mixed-Use Lakeview Village Subdistrict. Preferred land uses include mixed-use buildings & sites, office & residential, neighborhood & lake-oriented retail, higher profile buildings, and under-building parking. Appendix B of the plan includes a Summary of Site and Building Design Standards applicable to the Mixed-Use Lakeview Village Subdistrict.
- Redevelopment District No. 1 (adopted 2010), specifically within the Mixed Use Commercial/Residential Subdistrict.
- Comprehensive Plan (adopted 2017). This plan identifies the property for future Mixed Use/Flex Commercial. Figure 4.1 of the plan, identifies the General Description of Land Uses Allowed includes a carefully designed blend or option of commercial services, retail, office, business park, multiple family residential, and/or institutional land uses, including mixed use sites and/or buildings. Compared to the Neighborhood future land



use category, Mixed Use/Flex Commercial areas typically are denser, include some non-residential component, and do not typically include single family housing. All uses served by public sewer and water systems. Typical Implementing Zoning Districts includes the PD Planned Development District.

ORDINANCE REFERENCE:

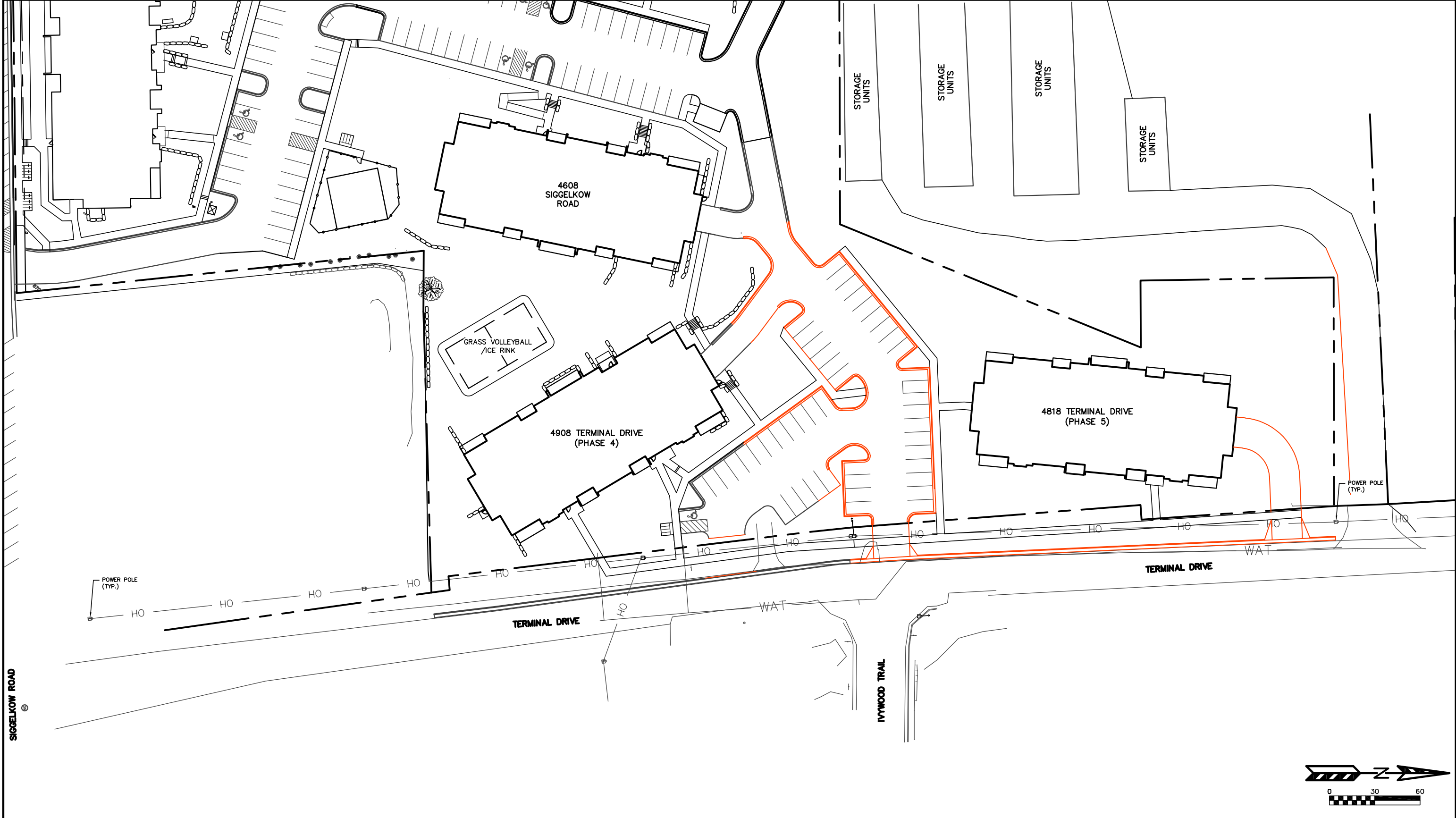
- Sec. 62-67 PD Planned Development
- Sec. 62-73 Terminal and Triangle Design Overlay District
- Mixed Use Lakeview Village Subdistrict Design Guidelines from the 2005 Terminal and Triangle District Plan
- Sec. 62-310 Site Design Review

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

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

ATTACHMENTS:

1. Waubesa Village Phase 4&5-Concept Plan
2. Waubesa Village Phase 4 Prelim Grading Plan 3-23-2021
3. Map_2_-_Planned_Land_Use_TTD Plan
4. McFarland_Comprehensive_Plan_-_Future_Land_Use_Map
5. Comp Plan, Figure 4.1(page 36)



4818 TERMINAL DRIVE – MIXED USE DEVELOPMENT
CONCEPT PLAN – PHASE 5
SHEET: 1 OF 1
DATED: MARCH 23, 2021

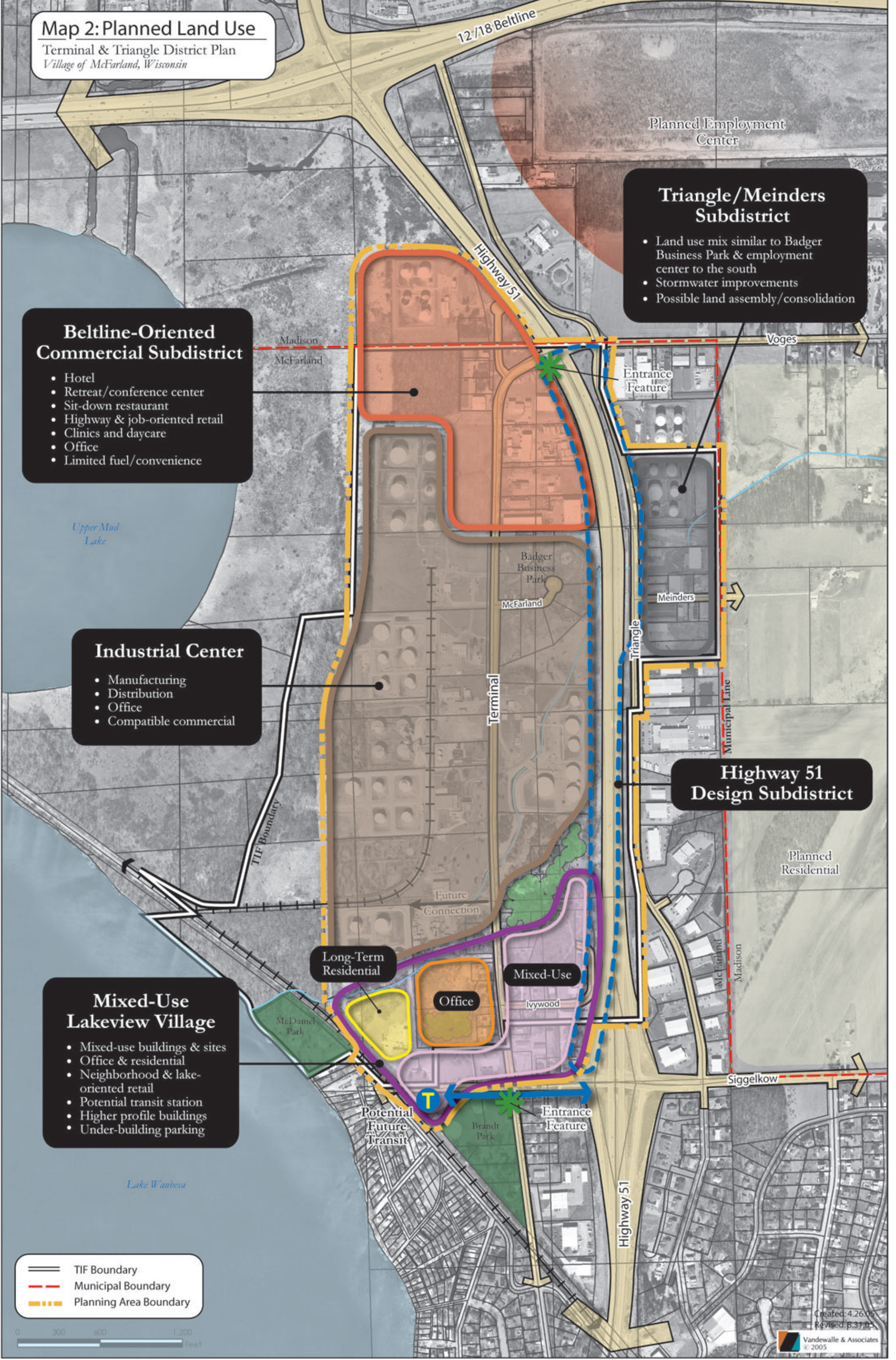
QUAM ENGINEERING, LLC
Residential and Commercial Site Design Consultants

4604 Siggelkow Road; McFarland, Wisconsin 53558
Phone (608) 838-7750; Fax (608) 838-7752

Page 13 of 20

Map 2: Planned Land Use

Terminal & Triangle District Plan
Village of McFarland, Wisconsin



Planned Employment Center

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

Highway 51 Design Subdistrict

Mixed-Use Lakeview Village

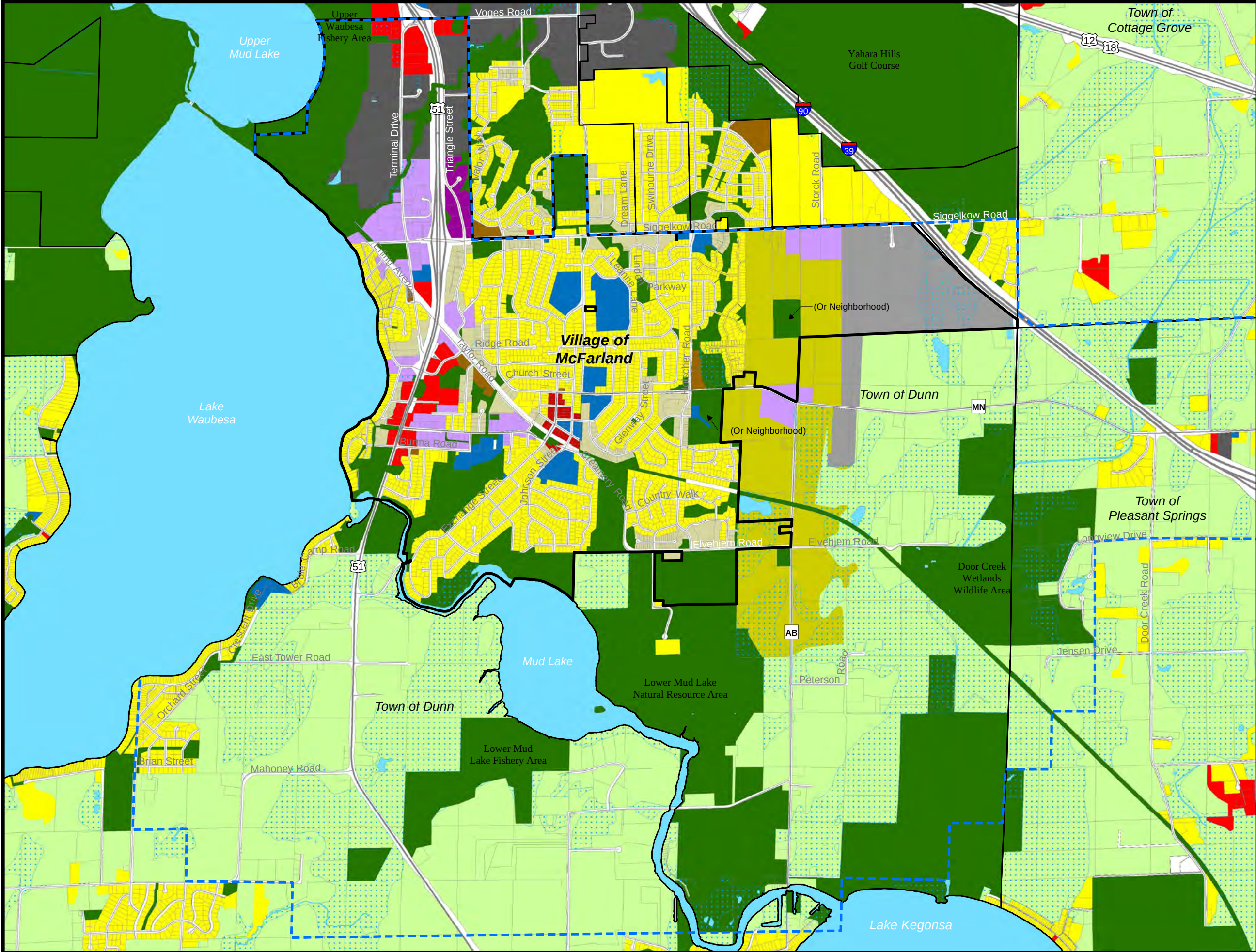
- Mixed-use buildings & sites
- Office & residential
- Neighborhood & lake-oriented retail
- Potential transit station
- Higher profile buildings
- Under-building parking

- TIF Boundary
- - - Municipal Boundary
- ... Planning Area Boundary

0 300 600 1,200 Feet

Planned Residential

Siggekkow



MAP 6

FUTURE LAND USE



COMPREHENSIVE PLAN

Legend

Future Land Use

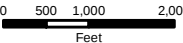
- Single Family Residential
- Two Family and Townhouse Residential
- Multiple Family Residential
- Neighborhood
- Downtown
- Highway and General Commercial
- Commercial Park
- Industrial
- Mixed Use/Flex Commercial
- Institutional and Governmental
- Public Lands, Recreation, and Environmental Corridor
- DNR Wetlands and Potential Wetland Indicators over Undeveloped Lands
- Agricultural Preservation
- Urban Reserve
- Water
- Rights-of-Way

--- Village of McFarland Extraterritorial Jurisdiction Boundary

▣ Village of McFarland Limits (8/18)

▣ Other Municipal Limits (2018)

Shapes on this map represent the Village's vision for future land use within the Village and its extraterritorial jurisdiction. For such lands, this map is not intended to represent existing land use or zoning, or to compel property owners to change the use of their land. For example, owners of agricultural or other rural land may maintain their current land use. Actual boundaries between different future use categories and implementing zoning districts may vary somewhat from representations on this map. This map also identifies the City's Marsh Road Neighborhood Plan west of the Interstate and north of Siggelkow Road, and existing land use elsewhere beyond the Village's extraterritorial jurisdiction.



Date: May 2019

Data Sources: Village of McFarland, Dane County LIO, WDNR, and CARPC



Future Land Use Category	General Description of Land Uses Allowed	Typical Implementing Zoning Districts	Development Policies (see also Village zoning, subdivision, stormwater management, and other ordinances)
Commercial Park	Light industrial, office, research, testing, health care, and other compatible and support uses (e.g., day care, health club, bank). Arranged in a controlled commercial, business, or office park setting, where allowable uses and activities include those associated with low levels of environmental impact, noise, odor, vibrations, and particulate emissions. Served by public sewer and water.	C-P Commercial Park PD Planned Development C-H Highway Commercial (limited use) C-G General Commercial (limited use)	1. Design Commercial Park areas to result in higher-end business campus settings, with high quality building, site, landscape, lighting, signage, and other aspects of project design. 2. Direct heavy industry, truck terminals, large warehouses, and other higher-impact uses to planned Industrial areas instead. 3. Restrict outdoor storage and activities, except where essential to the business operation and fully screened from nearby uses and streets. Fully screen loading and other less attractive areas from off-site views. 4. Rezone sites designated for Commercial Park use only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 5. Promote lot sizes and site design that enables future on-site expansion.
Industrial	Manufacturing, warehousing, distribution, office, storage, utility, and other compatible businesses and support uses (e.g., day care, health club, bank). May include screened outdoor storage, and more intensive uses than in other future land use categories. All uses served by public sewer and water systems.	M-IC Manufacturing-Intensive Commercial C-H Highway Commercial (limited use) C-G General Commercial (limited use) Some lands may also be mapped within the “Terminal and Triangle Design Overlay District”	1. Rezone sites designated for Industrial use only after public sanitary sewer and water service is available, the land is within Village limits, and a specific development proposal is offered. 2. Require performance standards as necessary to avoid placing excessive demand on municipal utilities and roads, or creating environmental hazards or unwanted neighborhood impacts. 3. Encourage the redevelopment or intensification of older industrial, storage, and contractor uses and buildings in the Terminal and Triangle District area. Refer to more detailed plans such as the TID #3 Project Plan and Terminal and Triangle District Plan for more detailed policies and recommendations for planned Industrial areas. 4. Encourage the redevelopment of older fuel storage or blending facilities and sites. See the Economic Development chapter for the Village’s updated policy related to new or expanded fuel storage and blending operations.
Mixed Use/Flex Commercial	A carefully designed blend or option of commercial services, retail, office, business park, multiple family residential, and/or institutional land uses, including mixed use sites and/or buildings. Compared to the Neighborhood future land use category, Mixed Use/Flex Commercial areas typically are denser, include some non-residential component, and do not typically include single family housing. All uses served by public sewer and water systems.	Appropriate traditional zoning districts (e.g., C-H, C-P, R-3) or PD or PD-I Planned Development zoning	1. Design “Mixed Use/Flex” areas to skillfully mix different uses on the same area, site, and/or building, and/or to serve as transitions between broader areas of different land uses. This future land use category is NOT intended to enable an unplanned or haphazard mix of different uses on any site or in any area. 2. Preserve and blend with surrounding residential character through appropriate building scale, building appearance, landscaping, screening, signs, and limited traffic and loading, and access from the adjacent collector or arterial street. Utilize the approach and standards in Figure 4-2 in such settings. 3. Rezone sites designated for Mixed Use/Flex use only after public sanitary sewer and water service is available, the land is within Village limits, and a development proposal is offered. 4. Refer also to policies applicable to Two and Multiple Family Residential, Highway and General Commercial, Commercial Park, and other more specific future land use categories that logically guide the development of each planned Mixed Use/Flex area given the range of proposed uses there.

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Wednesday, April 7, 2021

SECTION: Business

DEPARTMENT: Community Development

CONTACT: Andrew Bremer, Comm & Eco Dev Director

AGENDA ITEM: Discussion regarding approaches to marketing Village owned properties within Tax Increment Districts.

PREVIOUS ACTION:

ISSUE SUMMARY:

During the Village Board's discussion of the approval of the TIF Development Incentives Application for 5411 Bashford Street a Trustee raised concern about the lack of a Request For Proposals (RFP) for the sale of that property. There is no requirement that the Village issue an RFP prior to sale of property it has acquired for redevelopment purposes. Practice has been to consider an RFP on a case-by-case basis. For example, for the redevelopment project on Farwell Street (4719 & 4721) the CDA/Village issued an RFP. This was a larger redevelopment site in which the Village sought to cast a wider net to gather a range of design ideas for the property. In other cases, the Village may be approached with a development proposal which the CDA/Village Board determines meets our redevelopment goals and is advantageous for any variety of reasons; proceeding with a development agreement and sale of Village property without issuing an RFP.

This agenda item is presented as a check-in on the current practice; to allow an opportunity for the CDA members to discuss and provide input to the Director on its desired approach to marketing Village owned properties within TIF Districts.

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

This agenda item is presented for discussion only.

ATTACHMENTS:

None

**VILLAGE OF
McFarland
SUMMARY SHEET**

MEETING DATE: Wednesday, April 7, 2021

SECTION: Business

DEPARTMENT: Community Development

CONTACT:

AGENDA ITEM: Presentation of Community & Economic Development Department
monthly report.

PREVIOUS ACTION:

ISSUE SUMMARY:

FINANCIAL/BUDGET IMPACT:

VILLAGE PLAN REFERENCE:

ORDINANCE REFERENCE:

BOARD, COMMISSION OR COMMITTEE RECOMMENDATION:

ATTACHMENTS:

1. 03.31.21 CD Highlights

Memorandum

To: McFarland Plan Commission & CDA

From: Andrew Bremer, AICP
Community & Economic Development Director

Date: March 31, 2021

Re: **February 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	55
Total Res. Units	152	96	117	130	56
Commercial	2	3	3	2	0

41 total building permits issued in the month, including one new multi-family development (final 4-unit for Lot 57 & 58 Prairie Place). The year started with 17 vacant SF lots in the active east-side subdivisions (excluding Rosewood Fields), there are 16 remaining.

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	\$ 14,564	15%
44300-102	HVAC Permit	\$ 35,771	\$ 31,876	\$ 39,038	\$ 33,402	\$ 42,500	\$ 4,256	10%
44300-103	Plumbing Permit	\$ 34,745	\$ 33,641	\$ 40,767	\$ 36,058	\$ 42,500	\$ 4,717	11%
44300-104	Electrical Permit	\$ 50,335	\$ 42,755	\$ 52,062	\$ 48,718	\$ 48,000	\$ 5,426	11%
44300-105	Sprinkler Fee	\$ 6,210	\$ 3,197	\$ 4,776	\$ 4,466	\$ 7,750	\$ 4,545	59%
44300-106	Fire Alarm Inspection Fee	\$ 2,465	\$ 2,485	\$ 3,728	\$ 3,490	\$ 5,000	\$ 200	4%
44300-108	CD Occupancy Inspection Fee	\$ 9,535	\$ 8,148	\$ 9,496	\$ 8,993	\$ 9,000	\$ 2,635	29%
44900-000	Misc. CD Permit Fees	\$ 136,217	\$ 125,238	\$ 156,972	\$ 120,464	\$ 75,000	\$ 6,893	9%
46800-000	Community Development Fees	\$ 22,556	\$ 11,887	\$ 12,530	\$ 16,166	\$ 12,500	\$ 2,556	20%
47210-000	City - Building Inspection	\$ -	\$ 18,696	\$ 10,159	\$ -	\$ -	\$ -	0%
	Total Revenue	\$ 405,713	\$ 364,834	\$ 437,798	\$ 379,353	\$ 342,250	\$ 45,792	13.4%

* As of 2/28, 16.7% through calendar year

Total C&ED deposits for the month were \$259,584.11. Most of the monthly deposits was from the MSP Taylor Pointe apartment development which included \$240,560 in permit fees, of which, \$218,210 was for impact fees (parkland fee in lieu, park improvement, library, and water).

Summary of Department Activities:

- Continued work with the Ad-Hoc Sustainability Committee on development of the Sustainability Plan.
- Continued work on McFarland Park and Community Park Master Plans.
- Village Board action on prior month C&ED related applications/projects:
 - Approval of Resolution #2021-05 levying deferred special assessments for construction of an Eastside Sanitary Sewer Interceptor.
 - Approved demolition contract for 5817 Milwaukee Street (TID #4), raze permit approved.
 - Entered into agreement with Baker Tilly to study Library and Public Safety Center impact fees.
- Status update of larger development projects previously approved:
 - 5610-14 USH 51 (Neitzel) commercial development. Lakeview Dental obtained occupancy permit. Stoughton Health Urgent Care interior construction ongoing.
 - 4608 Siggelkow Road (Waubesa Village Phase 3). Exterior framing nearing completion.
 - Condos at Prairie Place Condominium (CF Investments). Construction on-going for all buildings.
 - 4900 Larson Beach Road. MSP has begun foundation construction of the future multi-family apartment building.
- Meetings, Webinars & Conferences attended by Department Director:
 - February 1st, Northpointe Lot 56 Neighborhood meeting
 - February 1st, Personnel Committee meeting
 - February 3rd, CDA meeting
 - February 4th, Landmarks Commission meeting
 - February 4th, Volunteer Committee meeting
 - February 8th, Green Tier Legacy Communities meeting
 - February 8th, Village Board meeting
 - February 10th, CARPC Technical Advisory Committee meeting
 - February 11th, Sustainability Plan Public Visioning meeting
 - February 15th, Plan Commission meeting
 - February 16th, Chamber Board meeting
 - February 17th, MadREP Economic Development Professionals meeting
 - February 18th, CARPC-MPO Webinar: [What Can Your Regional Planning Agency Do For You](#)
 - February 18th, Dane County Housing Webinar: Increase Your Energy Efficiency in Housing
 - February 19th, Innovative Cities Lecture Series Webinar: [Water Resource Planning in Suburban Landscapes with Private Wells and Septic Systems](#).
 - February 22nd, Village Board meeting
 - February 24th, Dane County Sustainability Leadership meeting
 - February 25th, Parks Committee meeting

Look ahead to potential April 19th, PC Agenda Items:

- 4911 Burma Road, Site/Design Review Application (American Legion, Outdoor Consumption Patio)
- Grand View Lot 3, Conditional Use Permit (Wisconsin Power & Light, Natural Gas Substation)
- 4908 Terminal Drive, Pre-Application (Ryan Quam, Waubesa Village Phases 4 & 5)

Look ahead to potential May 5th, CDA Items:

- 5411 Bashford Street, Development Agreement (Dan Chin Homes)
- 4313 Triangle Street, TIF Development Incentives Application (CTW Flooring)
- 4908 Terminal Drive, TIF Development Incentives Application (Quam, Waubesa Village Phase 4)
- TID #3 Project Plan Review