



CITY OF MARSHFIELD  
**MEETING NOTICE**

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**COMMON COUNCIL  
CITY OF MARSHFIELD, WISCONSIN  
TUESDAY, SEPTEMBER 8, 2015  
Council Chambers, Lower Level, City Hall Plaza  
7:00 p.m.**

NOTE TO VISITORS AND GUESTS: Welcome to this meeting of the Common Council. We appreciate your interest in the City of Marshfield. Item "E" on the agenda (below) provides an opportunity for the Mayor and Council to receive comments from members of the public. If you would like to make a comment, please write your name and address and indicate your topic on a form at a table near the entrance to the Council Chambers prior to the beginning of the meeting. After being recognized by the Mayor at the appropriate time, please address the Council from the podium, first stating your name and address.

- A. Call to Order by Chris Meyer, Mayor
- B. Roll Call
- C. Pledge of Allegiance
- D. Reading of items added to the agenda
- E. Public Comment Period/Correspondence  
At this time, the Mayor will recognize members of the public who have indicated a desire to address the Council. Upon recognition by the Mayor, persons may address the Council from the podium, first stating their name and address. The Council may take action on emergency matters introduced by members of the public.
- F. Approval of Minutes – August 25, 2015
- G. Staff updates
- H. Mayor's Comments
  - 1. Employee Recognition:
    - a. Sam Fox, Police Department, September 21, 2005, 10 years
- I. Council Comments
- J. Election of one person to the Marshfield Utility Commission to serve a 5-year term beginning October 1, 2015 and ending September 30, 2020. Mayor Meyer has received letters of interest from the following persons:

John Maggitti, 300 S. Vine Avenue, Marshfield

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the September 22, 2015 meeting

COMMON COUNCIL AGENDA  
SEPTEMBER 8, 2015

- K. Reports from commissions, boards, and committees
- L. Consent Agenda:
- 1) Meeting minutes/reports
    - a. University Commission (May 21, 2015)
    - b. Parks, Recreation, and Forestry Committee (June 18, 2015)
    - c. University Commission Special Meeting (July 16, 2015)
    - d. Cable TV Committee (July 27, 2015)
    - e. Community Development Authority (July 30, 2015)
    - f. Community Development Authority Finance & Strategic Planning Committees (August 18, 2015)
    - g. Airport Committee (August 20, 2015)
    - h. Joint Review Board (September 2, 2015)
    - i. Judiciary & License Committee (September 8, 2015)\*

Recommended Action: Receive and place on file, approving all recommended actions

\*Minutes are not included in the packet.

- M. Consideration of items removed from the consent agenda, if any
- N. Request to approve Resolution No. 2015-43 authorizing the application of a Department of National Resource Urban Forestry Grant. Presented by Mike Winch, Street Superintendent

Recommended Action: Approve Resolution No. 2015-43

- O. Request to approve Budget Resolution No. 23-2015 transferring funds from additional Zoological Society Donations to the Room Tax Fund, New Bear Exhibit Building Project (\$102,156) and to the General Fund, Zoo Operation & Maintenance Budget (\$17,185). Presented by Justin Casperson, Parks and Recreation Director

Recommended Action: Approve Budget Resolution No. 23-2015

- P. Second Reading – Ordinance No. 1313, Rezoning Request by Linda Fenske, representing M&M Rentals to change the zoning from “SR-6” Single Family Residential to “TR-6” Two Family Residential located at 511 and 513 South Peach Avenue, parcels 33-01628 and 33-01629, to correct the zoning district, allowing the existing twin house to conform to the Zoning Code. Presented by Jason Angell, Director of Planning and Economic Development

Recommended Action: Approve Ordinance No. 1313

- Q. Second Reading – Ordinance No. 1314, Rezoning Request by Marawood Real Estate 100 LLC to change the zoning from “SR-4” Single Family Residential back to “CMU” Community Mixed Use located at 1308 West McMillan Street, parcel 33-03287CBA, to allow a lot line adjustment with the adjacent property also owned by Marawood. Presented by Jason Angell, Director of Planning and Economic Development

Recommended Action: Approve Ordinance No. 1314

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- R. Second Reading – Ordinance No. 1315, Rezoning Request by Marshfield Clinic to change the zoning from “SR-4” Single Family Residential to “CD” Campus Development located at 1004, 1006, 1010, 1100, 1108, and 1114 North Walnut Avenue, parcels 33-03239A, 33-03239B, 33-03239C, 33-03239D; 33-03241, and 33-03241AA, to allow these properties to be included as part of the Marshfield Clinic Campus and for possible future developments. Presented by Jason Angell, Director of Planning and Economic Development

Recommended Action: Approve Ordinance No. 1315

- S. Second Reading – Ordinance No. 1316, Municipal Code Amendment Request by the City of Marshfield to amend Chapter 18, General Zoning Ordinance, Sections 18-42 and 18-54, allowing any land use to be either permitted by right or as conditional use if approved as part of a Campus Master Plan or as part of a Conditional Use Permit request in the Campus Development zoning district. Jason Angell, Director of Planning and Economic Development

Recommended Action: Approve Ordinance No. 1316

- T. Presentation regarding potential changes in fare structure and reallocation of service hours for the taxi service. Presented by Keith Strey, Finance Director

Recommended Action: Authorize staff to proceed with recommended changes

- U. Overview of 2016 budget. Presented by Keith Strey, Finance Director

Recommended Action: None, for information only

- V. Request to approve the appointment of Jeremy Lenzo, 409 W. 14<sup>th</sup> St. to the Cable Committee to fill the unexpired term of Shawn Warren. Presented by Chris Meyer, Mayor

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the September 22, 2015 meeting.

- W. Request to reappoint the members, listed below, to the Housing Rehab Committee. Presented by Chris Meyer, Mayor

Robert Leshner, 1040 Colonial St.  
Tom Henseler, 2807 S. Peach Ave.  
Jim Benson, 1410 S. Erickson Ave.

Recommended Action: None at this time unless the rules are suspended; final action will be scheduled for the September 22, 2015 meeting.

- X. Adjourn to closed session pursuant to Wisconsin Statutes 19.85 (1)(g) “Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

- Possible litigation over liquor license issue

- Y. Reconvene into open session.

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- Z. Action on matters discussed in closed session, if appropriate
- AA. Items for future agendas
- Special meeting (library bids) – Monday, September 14<sup>th</sup> at 6:00 p.m. (or after Board of Public Works)
  - Special meeting (strategic planning) – Tuesday, September 22<sup>nd</sup> at 5:30 p.m.
  - Special meeting (create TID #10) – Tuesday, September 29<sup>th</sup> or Wednesday, September 30<sup>th</sup> (time?)
- BB. Adjournment

Posted this day, September 4, 2015 at 4:00 p.m., by Deb M. Hall, City Clerk

Notice

*It is possible that members of and possibly a quorum 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 through appropriate aids and services. For additional information or to request this service, contact Deb M. Hall, City Clerk at 630 South Central Avenue or by calling (715)486-2023.*

**AUGUST 25, 2015**

Regular meeting of the Common Council was called to order by Mayor Meyer at 7:00 p.m., in the Council Chambers, City Hall Plaza.

**PRESENT:** Michael Feirer, Alanna Feddick, Chris Jockheck, Gordon H. Earll, Ed Wagner, Rich Reinart, Gary Cummings, Rebecca Spiros, Tom Buttke and Peter Hendler.

**EXCUSED:** None

The flag was saluted and the pledge given.

No items were added to the agenda.

**PUBLIC COMMENT PERIOD**

William Penker, 600 S. Sycamore Avenue. He spoke about the need for better communication. Is the City of Marshfield getting the Marshfield message out locally, regionally, statewide, nationally or even internationally? Or is there a failure to communicate? Perhaps it's time to look at hiring a Communications Director or a Public Information Officer for City Hall.

**CC15-189** Motion by Buttke, second by Feirer to approve the minutes of the Common Council meeting of August 11, 2015.

**Motion carried**

**STAFF UPDATES**

Director of Public Works Dan Knoeck announced that the annual Board of Public Works Bus Tour will be held on Wednesday, September 9, 2015 leaving from City Hall at 5:30 p.m.

**MAYOR'S COMMENTS**

Employee Recognition

Lucas Frydenlund, Fire & Rescue Department	September 7, 2010	5 years
Brian Barnes, Fire & Rescue Department	August 28, 2000	15 years
Amy Beauchamp, Parks & Recreation Department	August 28, 2000	15 years
Kelly Esker, Fire & Rescue Department	September 5, 1995	20 years

Committee Announcements

Shawn Warren resigned from the Cable TV Committee

**COUNCIL COMMENTS**

None

**REPORTS FROM COMMISSIONS, BOARDS AND COMMITTEES**

None

**CONSENT AGENDA**

**CC15-190** Motion by Wagner, second by Cummings to receive and place on file, approving all recommended actions for the items listed on the consent agenda. Meeting Minutes/Reports: Convention & Visitors Bureau of March 24, 2015; Cable TV Committee of June 22, 2015; Convention & Visitors Bureau of June 23, 2015; Fire & Police Commission of July 16, 2015; Economic Development Board of August 4, 2015; Main Street Marshfield of August 5, 2015; Committee on Aging of August 5, 2015; Fire & Police Commission of August 6, 2015; Board of Public Works of August 17, 2015; Judiciary and License Committee of August 18, 2015; Finance, Budget, and Personnel Committee of August 18, 2015 (1. Approve agreement creating a joint

municipal court with the Village of Spencer, effective January 1, 2016); Plan Commission of August 18, 2015 (1. Resolution No. 2015-40 CUP request by Chad Brestzke for a Federal Firearms License; and 2. Resolution No. 2015-41 CUP request by Dan and Cindy Burns to exceed the maximum accessory structure allowance); and Business Improvement District of August 19, 2015

**Motion carried**

**CC15-191** Motion by Hendler, second by Wagner to approve Resolution No. 2015-42, supplementing Resolution No. 2002-33; awarding the sale of approximately \$3,230,000 water system revenue bonds, Series 2015; and providing for the payment of said bonds and other details and covenants with respect thereto. Ayes - 10

**Motion carried**

**CC15-192** Motion by Buttke, second by Earll to approve Budget Resolution No. 20-2015, transferring \$1,496 from the General Fund Fire Donations account to the Fire Protection Budget to purchase four (4) Bullet Proof Vests. Ayes - 10

**Motion carried**

**CC15-193** Motion by Feirer, second by Hendler to approve Budget Resolution No. 21-2015, transferring \$173,500 from the State Trust Fund Loan proceeds to the Parks & Recreation Capital Projects Fund Fairgrounds Improvement Budget to purchase land at East 21<sup>st</sup> Street and Peach Avenue. Ayes – 10

**Motion carried**

**CC15-194** Motion by Wagner, second by Buttke to approve Budget Resolution No. 22-2015, transferring \$14,800 from the TID #9 Central Avenue & Ives Street Fund to the TID #10 Marshfield Mall Area Fund, and approve the proposed revision to the agreement with Vierbicher. Ayes - 10

**Motion carried**

First Reading of Ordinance No. 1313, Rezoning Request by Linda Fenske, representing M&M Rentals to change the zoning from “SR-6” Single Family Residential to “TR-6” Two Family Residential located at 511 and 513 South Peach Avenue, parcels 33-01628 and 33-01629, to correct the zoning district, allowing the existing twin house to conform to the Zoning Code.

First Reading of Ordinance No. 1314, Rezoning Request by Marawood Real Estate 100 LLC to change the zoning from “SR-4” Single Family Residential back to “CMU” Community Mixed Use located at 1308 West McMillan Street, parcel 33-03287CBA, to allow a lot line adjustment with the adjacent property also owned by Marawood.

First Reading of Ordinance No. 1315, Rezoning Request by Marshfield Clinic to change the zoning from “SR-4” Single Family Residential to “CD” Campus Development located at 1004, 1006, 1010, 1100, 1108, and 1114 North Walnut Avenue, parcels 33-03239A, 33-03239B, 33-03239C, 33-03239D; 33-03241, and 33-03241AA, to allow these properties to be included as part of the Marshfield Clinic Campus and for possible future developments.

First Reading of Ordinance No. 1316, Municipal Code Amendment Request by the City of Marshfield to amend Chapter 18, General Zoning Ordinance, Sections 18-42 and 18-54, allowing any land use to be either permitted by right or as conditional use if approved as part of a Campus Master Plan or as part of a Conditional Use Permit request in the Campus Development zoning district.

**CC15-195** Motion by Cummings, second by Reinart to approve Resolution No. 2015-39, adopting the assessment rate for 2015 assessments payable in 2016 for the Downtown Marshfield Business Improvement District.

**Motion carried**

**CC15-196** Motion by Feirer, second by Hendler to exercise the option for shared-ride taxi services for 2016 with Running, Inc. and direct staff to prepare the 2016 contract to be presented at a later meeting of the Finance, Budget and Personnel Committee.

**Motion carried**

**CC15-197** Motion by Buttke, second by Cummings to approve the Comprehensive Plan Steering Committee comprised of:

1. Chris Meyer, Mayor
2. Ed Wagner, Common Council Member
3. Joe Gustafson, Plan Commission Member
4. Dan Knoeck, Public Works Director
5. Justin Caspersen, Parks & Recreation Director
6. Bob Trussoni, Marshfield Utilities General Manager
7. Sam Warp, Wastewater Superintendent
8. Bob Haight/Ed Erickson, Fire Department Fire Chief/Deputy Fire Chief
9. Ann-Marie Nelson Brine, Citizen
10. Michelle Morley, Citizen

**Motion carried**

**CC15-198** Motion by Feirer, second by Earll to approve an annexation fee representing 5 years of tax payments to the Town of Marshfield, and that the proposed Draxler Enterprises LLC annexation be referred to the Plan Commission for review and recommendation.

**Motion carried**

With no objection, the request to waive the operator's license application fees for current holders of Town of Cameron operator's licenses for the license year ending June 30, 2016, was removed from the agenda.

**CC15-199** Motion by Spiros, second by Reinart to approve the request from the Blue Heron Brewpub for a variance of noise levels as permitted by Chapter 10-33(7) for an Oktoberfest celebration to be held on September 12, 2015 from hours of 11:00 a.m. to Midnight. There will be live music playing throughout the day.

**Motion carried**

**CC15-200** Motion by Spiros, second by Feddick to go into closed session pursuant to Wisconsin Statutes, chapter 19.85(1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to be involved.

- Possible litigation over liquor license issue.

Roll call vote, all ayes. (Time: 7:50 p.m.)

**Motion carried**

Present in closed session: Alderpersons Feirer, Feddick, Jockheck, Earll, Wagner, Reinart, Cummings, Spiros, Buttke and Hendler, Mayor Meyer, City Administrator Barg, City Attorney Wolfgram, City Clerk Hall, Finance Director Strey and Police Chief Gramza.

**CC15-201** Motion by Buttke, second by Feirer return to open session. Roll call vote, all ayes.  
(Time: 8:55 p.m.)

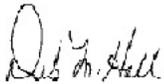
**Motion carried**

No action was taken in open session regarding the closed session item.

Future Agenda Items

Library Project Bids

Motion by Buttke to adjourn at 8:57 p.m.



Deb M. Hall  
City Clerk

August 10, 2015

The Honorable Chris Meyer  
Mayor of Marshfield

Mayor Meyer,

I am writing you today to convey my interest in continuing to serve on the Marshfield Utility Commission.

Over the last year, I have become immersed in both the operational and policy issues the utility faces. As I am sure you understand this has been a steep learning curve. Now I wish to be afforded the opportunity to leverage what I have learned in helping guide our utility forward.

Marshfield Utilities operates well on a day-to-day level with a strong team of professionals who understand, and are able to execute, the needed decision making involved in providing reliable power and water services to the citizens of Marshfield.

Yet the future holds many challenges.

Our Utility, like other City functions, has for some time been given a greater focused to near-term needs with somewhat less to long-term planning. Constraints of access to capital and a fuzzy-at-best vision of what the Utility will look like in out years have imbued, what I describe as, a looking inward focus at MU.

Communication and coordination with other City departments have been improving yet there still is a great opportunity for improvement. These are policy issues as well as leadership issues. Addressing these requires thoughtful collaboration, informed by an in-depth understanding of what is truly important weighed against what is truly achievable.

Full and robust communication with our ratepayer stakeholders is another area of focus for me. While I recognize there have been marked improvements here, I also note it is not yet a cultural norm at MU. I believe the Commission has a greater role to play here in both encouraging and requiring an ongoing focused and coordinated approach to better public communication.

Many have shared with me they view my participation this last year as that of rate payer advocate. I do not shrink from that label. And while I readily give voice to rate payer concerns about costs and service I also recognize that advocacy includes a willingness to tell hard truths. When it is in the best interest of the rate payer for them to carry a greater burden for ongoing and future high-quality reliable services I will be an equal advocate for that as well.

Commission Chair Mike Eberl has begun a Commission Governance project which will more clearly delineate the roles and responsibilities of both the Commission and the senior leadership of the Utility. This program has great potential to positively impact each of the areas I've note here. I am a strong advocate for this effort and hope to be given the opportunity to be an ongoing contributor in its crafting and implementation.

It has been an honor to serve as a Marshfield Utility Commissioner. It is my hope the elected representatives of the citizens of Marshfield will see fit to allow me to continue in this roll.

Thank you in advance for your consideration,

A handwritten signature in black ink, appearing to read 'John Maggitti', is written over a large, empty oval shape that serves as a placeholder for a stamp or seal.

John Maggitti  
300 S. Vine Avenue  
Marshfield WI 54449  
715.207.1484

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION MEETING OF MAY  
21, 2015

Chair Rozar called the meeting to order at 5:00 p.m.

Present: Rozar, Breu, Earll, Spiros, Feddick, Machon and Stuhr.

Absent: Pliml, Meyer.

Also present: Michelle Boernke, Assistant Dean for Administrative & Financial Services; Brian Panzer, Building & Grounds Superintendent; Jim Halvorson from CliftonLarsonAllen, and Marcie Koziczowski, Commission Bookkeeper.

Rozar declared a quorum present.

There were no public comments.

Breu nominated Rozar for Chair and Earll nominated Machon. Motion (Breu/Earl) to declare the nominations closed. Following a write-in vote, Machon was declared Chair by a vote of 4-2. Rozar turned the meeting over to Machon. Machon nominated Breu for Vice-Chair. Motion (Feddick/Spiros) to close nominations and cast a unanimous vote for Breu. Motion carried. Feddick nominated Earll for Secretary. Motion (Feddick/Spiros) to close nominations and cast a unanimous vote for Earll. Motion carried.

A short review of the 2014 financial statements and audit findings was presented by Jim Halvorson of CliftonLarsonAllen.

Motion (Feddick/Breu) to approve and place on file the minutes of the January 15, 2015 regular meeting. Motion carried. (Minutes on file.)

Motion (Feddick/Breu) to approve and place on file the minutes of the February 26, 2015 special meeting. Motion carried. (Minutes on file.)

Motion (Spiros/Earll) to receive and place on file the statement of accounts. Motion carried. (Statement of accounts on file.)

Motion (Feddick/Breu) to receive and place on file the lists of bills. Motion carried. (List of bills on file.)

Brian Panzer presented his report, noting the needing a special meeting on July 9 to deal with awarding contracts for two capital improvement projects. Motion (Spiros/Earll) to receive and place on file the Building and Grounds Superintendent's report. Motion carried. (Report on file.)

Boernke presented the results of a campus-wide departmental audit and reported on a potential donor for theater upgrades. A cost estimate is being finalized.

Dean Stuhr distributed a handout and reported on: signing of an MOU with Mid State Technical College and North Central Technical College regarding their students and our BAAS program; an MOU with the Ho Chunk Nation to deliver two new programs for their community; the money used to purchase the new piano was donated in a special piano fundraising effort by the University Foundation. Each contributor could designate a piano key with the final results on a plaque in the theater lobby; STEM building capital campaign status; 50<sup>th</sup> anniversary celebration and an invitation to the campus end of the year party on May 22.

Chair Machon declared the meeting adjourned at 6:01 p.m.

*Minutes taken for Gordon Earll, Secretary, by Marcie Koziczkowski*

**Parks, Recreation, and Forestry Committee Minutes of June 18, 2015**

**A. Call to order:**

Meeting called to order by John White, Jr.; at 5:30 p.m. in room 108 in City Hall Plaza, 630 S. Central Avenue.  
Present: Chairperson John White, Jr.; Vice Chairperson Jane Yaeger; Alderperson; Rich Reinart; Alderman Tom Buttke; Members: Ali Luedtke and Chris Viegut.

Excused: None

Absent: None

Also Present: Justin Casperson, Parks and Recreation Director; Ben Steinbach, Parks Maintenance Supervisor; Kelly Cassidy, Parks and Recreation Supervisor.

**B. Approval of Minutes**

**PR15-15** Motion by Yaeger, seconded by Luedtke to approve the May 14, 2015 Parks, Recreation, and Forestry Committee meeting minutes. Motion Carried Unanimously.

**C. Public Comment**

None

**D. Introduction of new director**

New Parks and Recreation Director, Justin Casperson briefly talked about his professional and personal history.

**E. Set date, time, and location for the June meeting.**

Recommended Action: Set next meeting at 5:30 p.m. on Thursday, July 9<sup>th</sup>, 2015.

**F. Griese Park Player Shelters**

Ben Steinbach, Parks Maintenance Supervisor discussed the MYSA goal of installing soccer player dugouts at Griese Park. Steinbach received initial approval from the City Inspector and City Zoning Administrator. Steinbach presented the design plans to David Lumber for cost estimates. David Lumber had concerns with the lack of detail provided by the design; however, provided a rough estimate on costs for materials at \$1,500.00. Steinbach conveyed discussions with Casperson, at which point concerns came up on the lack of detail and types of material to be used. Steinbach talked about City Park Staff installing the concrete slab and the challenges with existing electric and irrigation. The goal is to install the dugouts before the start of the fall soccer season. Department staff plans to meet with MYSA personnel to finalize the plans and bring back to the Committee.

**G. Review & Discuss Comprehensive Outdoor Recreation Plan (CORP) - Veteran's Park.**

Chairperson White presented his goal of reviewing the CORP at each meeting to keep the Committee and Department reminded of what items specifically can be addressed short and long term. Ben Steinbach, Parks Maintenance Supervisor discussed the various projects conducted in Veteran's Park the past couple of years, and the wishes of Jan Altmann to make improvements to Veteran's Park. Director Casperson discussed the short repairs that could be performed by Park Staff, the possibility of EAB impacting ash trees in the park and how that might impact our urban forestry as a whole. Discussion ensued in regard to EAB and its impact on the City. Department staff will bring back details on Veteran's Park improvements requested by Jan Altmann.

**H. Information Items.**

1. Department Reports:

Wildwood-McMillan Connector Trail: Work continues on securing the necessary right-of-way for the Wildwood-McMillan Connector Trail and completing the plans and specifications. At this time, 19 of the 20 parcels have been secured, including the railroad parcel. Two parcels are awaiting final signatures, leaving one parcel yet to acquire. Negotiations are ongoing for the final parcel. The final design and plan/specifications are nearing completion; however, some design items are contingent on the final agreements for the remaining parcel. The final plans will also require a final review by DOT consultant Cedar Corp, and they indicate this will take approximately four weeks. Due to the unknown timing of securing the final parcel, the project has been delayed to 2016. The City has until December 31, 2016 to complete the project or lose the funding.

Hewitt Connector Trail: Wood County is in the process of developing the final plans and documents. The current plan is still to bid and construct the trail in 2015.

Grizzly Bear Exhibit: BPW and CC approved the signing of contract with Altmann Construction for \$1,117,726. The overall project is estimated to be approximately \$1.3 million. Currently, the Zoo Society

fundraising committee is approximately \$83,530 short of the estimated expenses for the project. Steinbach explained the current plan to bridge the gap is to create a budget resolution that will transfer \$5,000 from the Sustainable Marshfield Committee, \$30,000 additional dollars from the Zoo Society and \$48,530 from the Hackman Storage Building project.

Library/Community Center Project: Cassidy updated the Committee that the Senior Center has been temporarily moved the Marshfield Mall. There are still some items to be removed from the 'old' senior center to the space at the mall. Ground breaking is set for July 31. Staff will meet with Zimmerman Architects once the final plans are complete & construction begins on the library.

Tennis/Racquet Ball Center: Switched to summer hours.

Hefko Pool Open: The pool was opened to the public on Saturday, June 6. Staff had their first save already.

Pickle Ball: Still running at OACC.

Golf Lessons: Still being offered with MCC.

2. Zoological Society Report: Buttke updated the Committee that the first Wild Wednesday was on June 10 with over 440 participants, and shows at 11:00am & 1:00pm. UW-Stevens Point assisted with the event. Saturday, June 13 is Zoofest with costs of \$5.00 per person. This is the Zoological Society's main fundraiser.
3. Volunteer Recognition: Cassidy mentioned the senior citizens who have volunteered their time at the Senior Center & its relocation. Buttke mentioned the various volunteers who help at the Zoo Store and at the Zoo.

**I. Committee Member Questions, Comments, Ideas, and Suggestions**

White asked how much vandalism the Parks & Recreation Department has had. Steinbach commented there was some spray painting at the trail underpass. Clean up was already done. Viegut asked about the grooming and maintenance of trails in Weber Park. Steinbach explained the maintenance program.

**J. Future Agenda Items**

**K. Communications**

Kiwanis sent a thank you card for the Department's efforts with the Mother's Day Art Fair Event. Dairy Fest sent a thank you card for the Department's efforts with the Dairy Fest Event. The Department received a letter acknowledging our horse shoe courts at Braem Park are sanctioned.

**L. Adjournment**

**PR15-16** Motion by Luedtke, seconded by Yaeger to adjourn. Motion Carried Unanimously. Meeting adjourned at 6:37 p.m.

Respectfully Submitted:

Justin Casperson, Parks & Recreation Director

(APPROVED)

MINUTES OF THE UNIVERSITY COMMISSION SPECIAL  
MEETING OF JULY 16, 2015

Chair Machon called the meeting to order at 5:15 p.m.

Present: Breu, Earll, Spiros, Machon, and Feddick. Rozar joined the meeting at 5:19 p.m.

Absent: Meyer, Pliml, Montgomery.

Also present: Michelle Boernke, Assistant Campus Dean for Administrative & Financial Services; Brian Panzer, Building & Grounds Superintendent; and Marcie Koziczowski, Commission Bookkeeper

Machon declared a quorum present.

There were no public comments.

Motion (Feddick/Breu) to award the contract for the Laird Building balancers and controls to the low bidder, Complete Control, Inc., at a cost of \$67,790. (Bids on file.)

No bids were necessary for agenda item #6 (Laird Building Asbestos Removal) since the project came in under \$5,000.

Meeting adjourned at 5:24 p.m.

*Minutes taken for Gordon Earll, Secretary, by Marcie Koziczowski*

**CABLE TV COMMITTEE MEETING MINUTES  
JULY 27, 2015**

The meeting was called to order by Chairperson Nystrom at 5:02 p.m. in Room 108 of City Hall Plaza.

**PRESENT:** Jim Daniels, Ed Gerl, Dean Markwardt, Don Nystrom, Senen Siasoco and Alderperson Earll

**ALSO PRESENT:** Assistant Coordinator & Production Manager Breanna Speth, Brett Butler, Deputy Clerk Panzer and Juanita Kummer (arrived at 5:08 p.m.)

**EXCUSED:** Shawn Warren

**PUBLIC COMMENTS**

Dean Markwardt reported problems with loss of signal over the weekend. Chairperson Nystrom and Ed Gerl have been experiencing the same problems.

**CTV15-029** Motion by Siasoco, second by Markwardt to direct the Assistant Coordinator & Production Manager to contact Charter Communications to inform them that numerous individuals have complained about signal loss.

**Motion carried**

**APPROVAL OF MEETING MINUTES**

**CTV15-030** Motion by Gerl, second by Earll to approve the minutes of the June 22, 2015 meeting as submitted.

**Motion carried**

**CORRESPONDENCE**

MCTV received a thank you card from the Columbus Catholic High School exchange students for partnering with them on the videotaping of their experiences at home and abroad.

MCTV received an email from Dr. Funk for their help with his Depression & Suicide program.

Speth shared a Facebook shout-out from Bob Kulp.

MCTV received a thank you card from the kids from the Tiny Tiger Intergenerational Center who toured MCTV on July 8<sup>th</sup>.

Speth shared the Marshfield Messenger, Marshfield School District's newsletter.

**APPROVAL OF CAPITAL EQUIPMENT LIST**

The proposed capital equipment list was reviewed. It will be approved at next month's meeting.

**APPROVAL OF 2016 CABLE ACCESS BUDGET**

The 2016 Cable Access budget was reviewed and discussed.

**CTV15-031** Motion by Markwardt, second by Daniels to approve the 2016 Cable Access budget as presented.

**Motion carried**

## **PUBLIC ACCESS COORDINATOR'S REPORT**

The Public Access Coordinator's Report for July 2015 was reviewed. (See attached report.)

Speth and Butler reported on two items that they learned about at the WCM conference.

- 1) Google Analytics, which is a way to track sessions and the amount of people who are visiting a particular website.
- 2) Recruiting volunteers and keeping good volunteers. They are developing a Volunteer Marshfield account, which is a local resource that will help them recruit volunteers.

Butler explained Google Analytics.

Speth shared a google audience overview report.

Speth attended the WCM Retreat on June 30<sup>th</sup>. She included a handout that she received on the CAP Act and encouraged the committee members to review it.

Speth shared the WCM Fall Workshop information and mentioned that she will be presenting a workshop there on graphics creation.

Butler explained the need for a new printer and the estimated pricing for purchasing or leasing one. The new printer would be a color printer, so MCTV's flyers and brochures could be done in house.

Speth reported on the fiber installation. The fiber is installed. Waiting for City's IT to install technology elements. They have been in testing things and it is all working. They have installed the network switch and a couple of the VOIP phones. They are giving it one to two weeks to make sure it is working and is stable and then they will install and add the rest of the phones and they will give it a week or two to make sure that they are working. Stage III will be connecting the PC's and the Macs to the network.

Butler and Alderperson Earll reported on the increase in the cost for the fiber installation. The fiber connection on the building's end was different than they had anticipated, so they had to do some extra work which raised the cost.

Speth reported that Carrie Lippert moved to Florida. MCTV has lost an awesome host.

**CTV15-032** Motion by Gerl, second by Siasoco to receive and place on file the Public Access Coordinator's Report.

**Motion carried**

## **UPDATE ON STRATEGIC PLANNING ACTION ITEMS**

Business cards have been printed with the new logo.

The promo video is still being worked on. The script has been started and there are a few more clips they want to include. Jim Daniels offered to be the narrator for the promo video.

Survey options to find out what types of programming people would like to see were discussed.

**BILLS**

The bill query report was reviewed.

**CTV15-033** Motion by Gerl, second by Markwardt to authorize payment of the following bills as presented:

Advanced Disposal	\$ 58.34
Breanna Speth (Reimbursement)	88.90
Spectrum Business (05/25/15 to 06/25/15)	15.22
Spectrum Business (06/26/15 to 07/25/15)	19.92
Spectrum Business (07/01/15 to 07/31/15)	280.50
Gene Michael Productions Inc.	300.00
Granicus (Invoices 65051 & 66237)	1,200.00
Quill (Invoices 4700824, 4776125 & 4913439)	132.22
VIDCOM, LLC (Reimbursement)	61.94
VIDCOM, LLC (Reimbursement)	22.67
Walmart	22.26
We Energies (05/06/15 to 06/04/15)	9.61
VIDCOM, LLC (Invoices 332, 335 & 336)	<u>8,160.00</u>

**Total \$10,371.58**

**Motion carried**

**FINANCIAL REPORT**

**CTV15-034** Motion by Markwardt, second by Daniels to receive and place on file the financial report for the period of January 1, 2014 through June 30, 2015.

**Motion carried**

**RECOMMENDED ITEMS FOR FUTURE AGENDAS**

- Approval of capital equipment list

Next meeting is scheduled for August 24, 2015 at 5:00 p.m.

Motion by Gerl, second by Siasoco to adjourn at 6:08 p.m.

**Motion carried**

Lori A. Panzer  
Deputy City Clerk

# Public Access Coordinator's Report

Cable TV Committee Meeting 7/27/15

## **New Shows, July 16, 2015 (Since 6/8/15): for MCTV 98**

Ribbon Cutting: Seehafer Creamery

Marshfield Area Pet Shelter - 7/2/15

Insight: Ask the Mayor - 7/3/15

Chat with the Chief: Police Department 7/1/15

A Series on Suicide & Depression with Dr. Funk

Meet the New Parks, Recreation, & Forestry Director

Marshfield Public Library Summer Programming Update

Chat with the Chief: Fire Department 7/1/15

Central Wisconsin Tea Party - Speaker Pastor Matt Trewhella

New Visions Gallery - Culture & Agriculture Exhibit

Michael Perry, Author of "The Jesus Cow"

"What's Crackin'?" - Chiropractic 101

Fatigue Workshop with Dr. Mertens, DC

Cooking with Ruth: Episode 57 "Mediterranean Tortellini Salad"

Medford Rodeo: Part 1

Medford Rodeo: Part 2

Tiger Tv: Episode 5 "Building & Grounds"

Marshfield School Board Meeting - 6/10/15

Wildwood Zoo Store

Insight: Ask the Mayor 6/5/15

About the Emerald Ash Borer in Marshfield

**[Tiny Tiger Students visit Marshfield Community Television!](#)**

## **Channel 991 Meetings**

- Common Council Preview
- Common Council
- Public Works
- Finance, Budget, Personnel
- City Plan Commission
- Parks, Recreation, & Forestry Committee
- Marshfield Utilities Commission
- Judiciary & License Commission
- Police & Fire Commission

## **John Beck**

- Immanuel Lutheran Worship Service (weekly)

## **Dana Speth**

- Christ Lutheran Church Worship Service (Weekly)

## **River Cities Community Access**

- MSTC Board of Directors Jun 2015
- Wood County Board of Supervisors Meeting – Jul 2015

## **Other**

- LaCrosse Catholic Diocese Mass
- Music & the Spoken Word

***Personnel***

Dan Kummer has been out on medical leave since March 25, 2014. Breanna Speth has performed management duties in his absence. There has been no interruption of PEG services during this time period.

Breanna Speth continues in her role as Assistant Coordinator, and she also continues in her role as “Production Manager,” overseeing all stages of show development.

Brett Butler continues to oversee directing, graphics creation, and scheduling at MGTV, as well as assisting with studio shoots and on-site filming at MCTV.

Shirley Gebert is working full time as our administrative assistant/PR representative. She has also hosting more programs and operating camera when needed.

Susan Speth is filling in as administrative assistant when Shirley is unable to be here.

# Publicity/Updates

## *Social Media Update*

As of July 16, we have 265 Likes on Facebook.

## *Online Hits*

We have 770 Videos available for playback on MarshfieldTv.PegCentral.com. Peg Central does not have the greatest tracking system for online hits, however. For example, the library update has a high number of hits because the videos are embedded on their website. So, it is not necessarily an accurate reflection of who is watching what and when. With this knowledge, Brett established Google Analytics for our main website. If visitors go directly to Peg Central (unlikely), this activity is not tracked. However, traffic to our main page (which is what we always advertise) is tracked in great detail. Below is a summary report from Google Analytics. This can be used as a benchmark for future data. As it is the first report, it gives us a starting point from which to progress.

Example of Peg Central Report:

### **Top Five Viewed Files**

- 109LCCUpdate6-25-14.mp4
- 103LCC\_Update\_110414.mp4
- 61DairyfestParade2015.mp4
- 44BusinessProfile\_Ep4\_lggys.mp4
- 41MfldFire1887\_wBernBinning\_R.mp4

## *Takeaways from Conference:*

Don asked us to provide two examples of things we learned at the WCM Conference in May. Two areas we'd like to start with are:

1. Google Analytics
2. Volunteer Marshfield

Google Analytics is a great tool for tracking online activity to our website. Volunteer Marshfield is a local resource to recruit volunteers. WCM presented on the importance of recruiting quality volunteers and suggested looking through local United Way organizations to do this. We will be developing our VM account to help recruit more people, especially hosts!

## *WCM Board Retreat*

On June 30, Breanna attended WCM Board Retreat in Stevens Point.

## *WCM Fall Workshop*

The WCM Fall Workshop will be held in Stevens Point in October. Breanna will be presenting on graphics creation.

## *CAP ACT*

Please see document "cap-talking-points-2015" for information on the CAP Act.

## *Noteworthy Programs*

We are in the process of editing several exciting programs, including a tour of Upham Mansion and an update on the new Senior Center location in the mall. We also filmed a budget update with Rep. Spiros and Rep. Kulp in-studio, which included a studio audience. This is also in the editing process.

## *Dr. Funk – New Medical Series*

We have uploaded this program to MediaFire, a WCM online video sharing service that allows other community tv stations to download programs. Great information and an important topic!

## *Meet Your Alderman Series Underway*

We have filmed 7/10 interviews, with three more scheduled. Carrie is doing a great job!

***Power Outage on 7/12/15***

Power went out on 7/12/15 due to inclement weather. Brett restored promptly on Monday, July 13.

***Tours***

We gave a tour to 52 (!!!) children on July 8, from Tiger Tiger Intergenerational Center.

We gave a tour to Jonathan Anderson with the Marshfield News-Herald on June 26.

***Special Project***

We are working with Paul Rogers on a special video project. More information to come, but this will be a great opportunity!

***Printer***

We are working with Bauernfeind on possible printing options. (This ties in with our marketing budget/brainstorming.)

***Fiber***

Fiber is installed. Just waiting on City IT to install technology elements. Gordy is working with Utilities on why exactly our estimate doesn't match total cost.

***Community Producer Update***

-Dennis Juncer has been working to acclimate himself with a camera

-Andrew Frahmann (new producer)

***Carrie's Departure***

Carrie is moving to Florida (and will be gone by the time you read this report). We are so sad that she is leaving, but happy she was with us as long as she was. We bought her lunch and a t-shirt and made her a blooper reel (during our day off) to enjoy. She leaves a big space to fill in terms of hosting!

**Correspondence**

See attachments.

-Thank you card from Columbus Catholic High School exchange students

-Dr. Funk praise

-Bob Kulp shout-out on Facebook

-Thank you card from kids' tour

# Strategic Planning Action Item Updates

## ***Branding/Marketing***

- Mail Survey: Form and plan for later, 2016
  - *We learned at WCM Conference that mail surveys are expensive and usually not very productive.*
- Logo: New logo is in use and have had great feedback.
- Flyer & Brochure is completed: In order to print, will need to budget for this in 2016

## ***Technology***

- Replacement Program: Adopt plan with estimated costs by August 1
  - *We have a three-year needs assessment outlined, with estimated costs.*
  - *We are waiting on Dan's stamp of approval*

## ***Financial Management***

- Reserve Balance: Review with staff, committee, and finance director (June/July)
  - *This is not started yet.*
- Sponsorship/Underwriting: Pursue Creative Methods to inform public of this opportunity (ongoing)
  - *We have the outline for this (approved at a previous meeting)*

## ***Communications***

- Promo Video: Develop promo video for home page of website and other PR uses (Goal, fall 2015)
  - *We have a draft started. Need a few more clips.*

## ***Human Resources***

- Organizational change: Have discussion with Vidcom on future plans (start by late spring/early summer)

COMMUNITY DEVELOPMENT AUTHORITY

July 30th, 2015

The monthly meeting of the Community Development Authority was called to order by Chairperson Andrew Keogh at 9:02 a.m. in the Community Room at Cedar Rail Court, 601 South Cedar Avenue, Marshfield, Wisconsin.

Affirmation of proper posting of meeting: Meeting posted July 15, 2015 at 12:49 p.m.

ROLL CALL:

PRESENT: Andrew Keogh, Marilyn Hardacre, Dave LaFontaine, Dave Marsh, Tom Buttke, Peter O. Hendler, Jeannette Katzenberg

OTHERS PRESENT: Mary James-Mork – Executive Director, Carol Kerper – Business Manager, Tim Geldernick – Environmental Services Manager

Declaration of a quorum.

Identify any Potential Conflicts of Interest: None

Invitation for Public Comment: None

CDA 15-B07-1 Motion by LaFontaine, second by Marsh to approve the June 25<sup>th</sup>, 2015 CDA Board meeting minutes. 7 Ayes

MOTION CARRIED

CDA 15-B07-2 Motion by Buttke, second by LaFontaine to approve the July 21, 2015 CDA Finance and Strategic Planning meeting minutes. 7 Ayes

MOTION CARRIED

Finance Committee Update:

Keogh suggested that a list of questions be compiled for the HUD Milwaukee Field Office pertaining to funding of the Section 8 Voucher Program and other areas.

Janet Southworth will present information at the August meeting on the finance tool that is used by HUD for determining monthly subsidizing of the Section 8 vouchers.

CDA 15-B07-3 Motion by LaFontaine, second by Marsh to accept and place on file the Finance Committee Report. 7 Ayes

MOTION CARRIED

Strategic Planning Committee Update:

Executive Director's Report will include details of the Strategic Planning Meeting as it pertains to the RAD conversion.

Personnel Committee Update: No update

Grievance Committee Update: No update

Executive Director's Report:

CDA 15-B07-4 Motion by LaFontaine, second by Hardacre to accept and place on file the Executive Director's Report. 7 Ayes

MOTION CARRIED

CDA 15-B07-5 Motion by Hendler, second by LaFontaine to approve signing of the Ameresco contract by the CDA Board Chair and Executive Director. 7 Ayes

MOTION CARRIED

REAC Inspection Report Results:

Inspection results are expected to be available at the end of August.

New Business: None

Next Board Meeting Date and Time: Thursday, August 27th, 2015 at 9:00 a.m. at Parkview Apartments.

Agenda Items for August: REAC Inspection Results  
Results of Annual Finance Audit

CDA 15-B07-6 Motion by Buttke, second by LaFontaine to adjourn. Meeting declared adjourned by Chairperson Keogh at 9:34 a.m.

Respectfully submitted,

Mary James-Mork  
Executive Director

Andrew Keogh  
Chairperson

**COMMUNITY DEVELOPMENT AUTHORITY**  
**Executive Director's Highlights**  
**August 27, 2015**

**1. Occupancy-** 92.8% Vacancy Rate, with Pre-assigned units filled, absent any transitions, the rate reaches 96.6%.

Parkview- Eleven (11) vacancies, (5 pre-assigned)

Cedar Rail – Four (4) vacancies, (3 pre-assigned).

Scattered Sites - 0 vacancies.

Section 8- Due to one death, one resident leaving without notice, and two ports absorbed, the program has forty-seven (47) active leased vouchers, yet that is balanced by the seven (7) issued.

**2. RAD Project-**

- The Physical Conditions Inspection Team (Ameresco) was on site at the CDA from August 10- August 13, 2015. Combined utility and buildings data has been entered, with analysis as the next step. Tim Geldernick accompanied the Team while on site, and along with Carol Kerper continues to provide data and information as needed to complete the assessment.
- National Housing Compliance (NHC) Consulting Staff has provided drafts of updated tenant selection policies to reflect the requirements for PRBA transition. Executive Director and NHC staff will be conferencing regularly as other items are completed for the timelines set.
- Brittany Finlayson of Von Briesen is completing the first draft of the By-Laws for CDA/NI for review. ED continues conversations with other Von Briesen staff discussing the role of the 501 (c) (4) to the CDA to determine boundaries and alignment.
- CDA has been assigned a new Transitional Manager replacing Paula Sampson, who has taken another position. Communication continues with HUD and a new Manager (Reggie Samuel) as we complete project deadlines.

**3. Capital Funds Planning-**

Capital Funds for 2013 have been fully obligated, meeting the deadline for submission.

2016 Capital Fund distribution will be determined in the coming months. The CDA will continue to seek these funds while in the RAD transition stage.

**4. REAC Inspection for 2015- Update**

CDA is expecting a final copy of the REAC Inspection and Score before the end of this month. If that arrived prior to the board meeting, we will have copies available for you.

COMMUNITY DEVELOPMENT AUTHORITY  
*Finance and Strategic Planning Committees*  
August 18<sup>th</sup>, 2015

The Finance and Strategic Planning meeting of the Community Development Authority was called to order by Finance Committee Chairperson Dave LaFontaine at 1:30 p.m. in the Cedar Rail Court Executive Conference Room, located at 601 S. Cedar Avenue, Marshfield, WI.

Affirmation of Proper Posting of Meeting: Meeting posted August 13, 2015 at 8:02 a.m.

ROLL CALL:

PRESENT: Dave LaFontaine, Dave Marsh, Tom Buttke, Andy Keogh

OTHERS PRESENT: Mary James-Mork - Executive Director, Carol Kerper – Business Manager, Tim Geldernick – Environmental Services Manager, Janet Southworth – Housing Choice Voucher Program Manager

ABSENT: Peter Hendler

Declaration of a Quorum.

Identify any Potential Conflicts of Interest: None

Public Comment: None

Review of Financial Reports/Documentation

CDA 15-F08-1 Motion by Marsh, second by LaFontaine to accept and recommend the July 2015 financial reports for board approval. 4 Ayes

MOTION CARRIED

Brief Update of HCV Program:

Janet Southworth presented information on the number of active or available housing vouchers, her work with individuals in need of rental assistance, and introduced a Housing Choice Voucher Leasing and Spending Projection tool that has become available to assist in meeting housing assistance payment obligations.

The Finance Committee commends Janet Southworth for doing an outstanding job in updating and maintaining the Housing Choice Voucher Program.

The Committee supported a plan for the future hosting of an informational meeting for the purpose of explaining the benefits of participation in the Section 8 program to Marshfield apartment owners and landlords.

Update of RAD Conversion Process:

Ameresco inspectors have performed the required Physical Conditions Assessment for all CDA properties. A report of their findings will be forthcoming.

Next meeting date will be Tuesday, September 15th, 2015 at 1:30 p.m in the Cedar Rail Executive Conference room.

Meeting adjourned at 3:23 p.m.

Respectfully submitted,

Mary James-Mork  
Executive Director

Dave LaFontaine  
Chairperson

# Marshfield Airport Committee Minutes

## August 20th, 2015

Meeting called to Order at 6:02 p.m. by Chairman Berg

Present: Dan Maurer, Jack Bremer, Paul Knauf, and John Berg

Absent: Chris Jockheck

Also Present: Myles Richmond, Duffy, and Jeffrey Gaier

Citizens Comments: None

AP15-42 Motion by Maurer Second by Bremer to approve the Airport Minutes of July 23rd, 2015, All Ayes,

Motion Carried

AP15-43 Motion by Knauf Second by Bremer to approve the Airport Manager's August 2015 Report, All Ayes

Motion Carried

AP15-44 Motion by Maurer, Second by Knauf to approve the August 2015 Activity Report, All Ayes

Motion Carried

AP15-45 Motion by Knauf, Second by Bremer to approve the Airport Bills for August 2015, All Ayes

Motion Carried

Additional Citizens Comments: None

Motion by Bremer, second by Maurer to adjourn at 6:46 PM, All Ayes Motion Carried

Respectfully Submitted - Jeffrey Gaier

## Airport Manager's Report August 20th, 2015



Wood county has taken us up on our offer of a tour. We have been asked by Wood County to provide a tour to members of the various County Boards of the airport, it's property and equipment. The tour will be on September 18th between 12:30 PM and 2:00 PM.

Marshfield receives \$7500 from Wood County for maintaining the airport. Each year we have gone to Wood County Courthouse to ask for this. This year they are coming to us. We have been initially approved for the \$7500 for 2016. That has to be approved by the full county board for 2016.

We have contacted the manufacturer of the fuel pumps about the possibility of ordering replacement hydraulic arms for the fuel cabinets. They did get back to us that they would be able to order them. We have ordered a few sets as the 100LL pump needs replacements. We hope to hear back from them shortly on this.

We will be arranging the annual inspection of the fuel system soon. This annual inspection is required to be done annually by the State of Wisconsin. At that time we will also have the filters changed out on the system. The filters are recommended to be changed at least yearly.



Security Fence was out Tuesday to look over the terminal building at 210 West 29th Street. They are going to get us an estimate to close off the back of the building to the airport. Also they were going to include in the estimate the cost to move the gate from the former Grosbier Property to the road.

The clean-up of the former Grosbier property is now completed. The house moved out sometime the week of August 3rd. If you get a chance take a look at the site. Bob Nikolay and his crew did a great job removing the old buildings and cleaning up the property.

The Wisconsin Bureau of Aeronautics is having their annual Airport Operations and Land Use Seminar in Stevens Point at the Holiday Inn and Convention Center on Wednesday Sept 23rd and Thursday Sept 24th.

This past month Duffy's Aircraft had a new member join the staff on a part time soon to become full time basis. Greg Marchel of Junction City joined as a Certified Flight Instructor / Instrument Instructor. Greg will also be working on becoming a pilot in our charter operation. Welcome aboard Greg.

Congratulations to Brad Traver for successfully completing your private pilot license. Brad is from California and comes back to Marshfield in the summer to visit family. He flew with us last summer to keep current and to keep progressing on his license. When he returned to California he kept working on his requirements. He came back this summer to again see family and came back to the airport to complete his license. On his seventeenth birthday he took his test and passed. Pictured from Left to Right: Duffy, Brad Traver, and instructor Georgi Georgiev of Duffy's Aircraft.



Happy Flying  
Duffy, Alice, Bob and Jeff Gaier

**Our view departing Marshfield**

New water tower

**Center line of the runway**





# Airport Activity Report August 2015

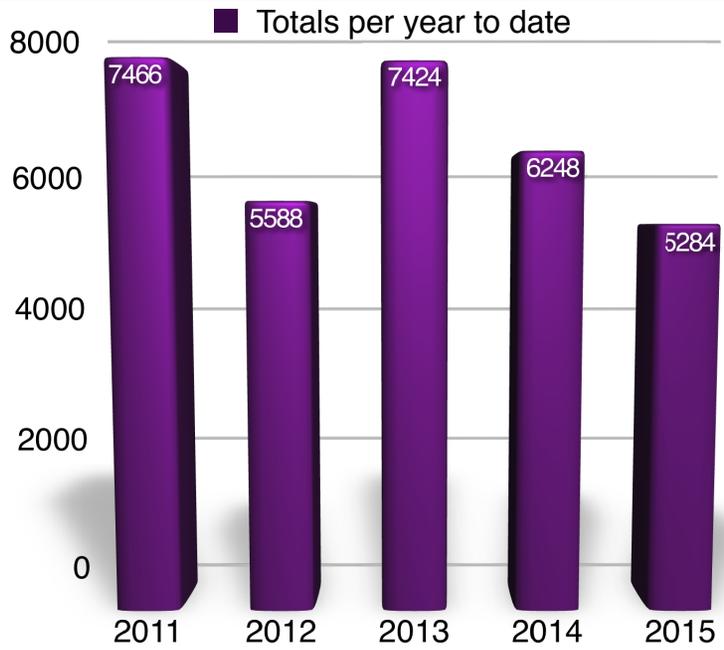


## Departures and or Landings Information - Flight Operations - 28 Days Between Reports

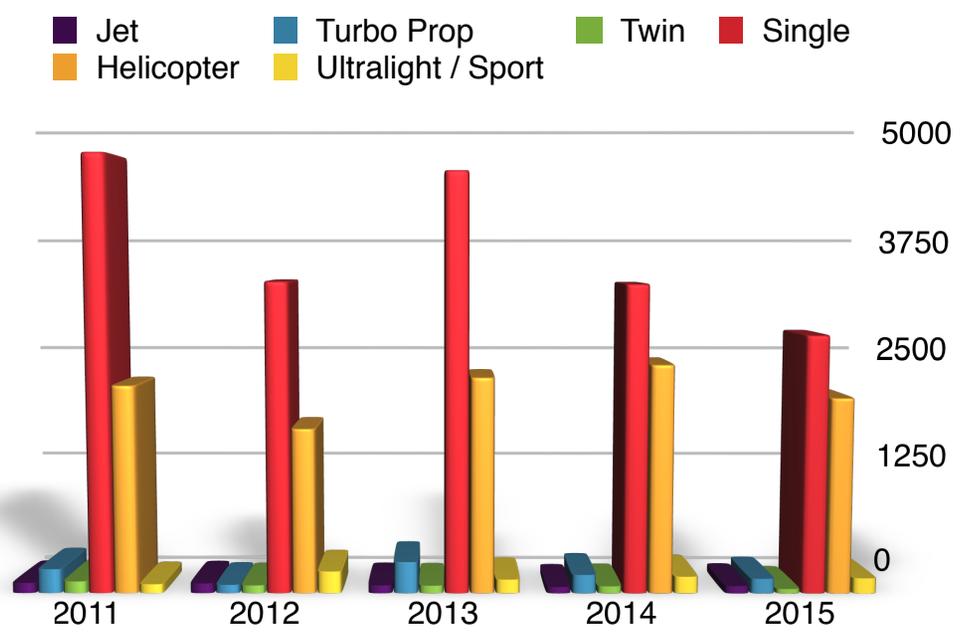
<i>Year</i>	<i>YTD 2011</i>	<i>YTD 2012</i>	<i>YTD 2013</i>	<i>YTD 2014</i>	<i>August 2014</i>	<i>August 2015</i>	<i>YTD 2015</i>
<i>Jet</i>	110	106	86	70	6	10	80
<i>TurboProp</i>	256	90	334	198	16	12	158
<i>Twin</i>	126	84	82	76	6	6	48
<i>Single</i>	4660	3314	4470	3286	964	420	2748
<i>Helicopter</i>	2218	1760	2304	2438	436	242	2086
<i>Light Sport</i>	96	234	148	180	62	24	164
<i>Total</i>	7466	5588	7424	6248	1490	714	5284
<b>Passengers</b>							
<i>Total</i>	9951	7445	9763	9295	2954	952	6280
<b>Local and Transient Traffic</b>							
<i>Transient</i>	2400	1433	2716	2164	396	286	1820
<i>Local</i>	5066	4155	4708	4086	1094	428	3464
<b>Training Flights</b>							
<i>Total</i>	2497	3356	3624	2430	640	478	2816
<b>Fuel Dispensed</b>							
<i>Av Gas</i>	14664	15609	11638	13141	2025	1126	8613
<i>Jet A</i>	19222	20796	29892	25475	2246	1422	22005
<i>Total</i>	36572	39703	47158	38616	4304	2548	30618

All Information In This Report Is Estimated Based On The Activity At The Airport For The Month. An Operation is considered a take-off or a landing.

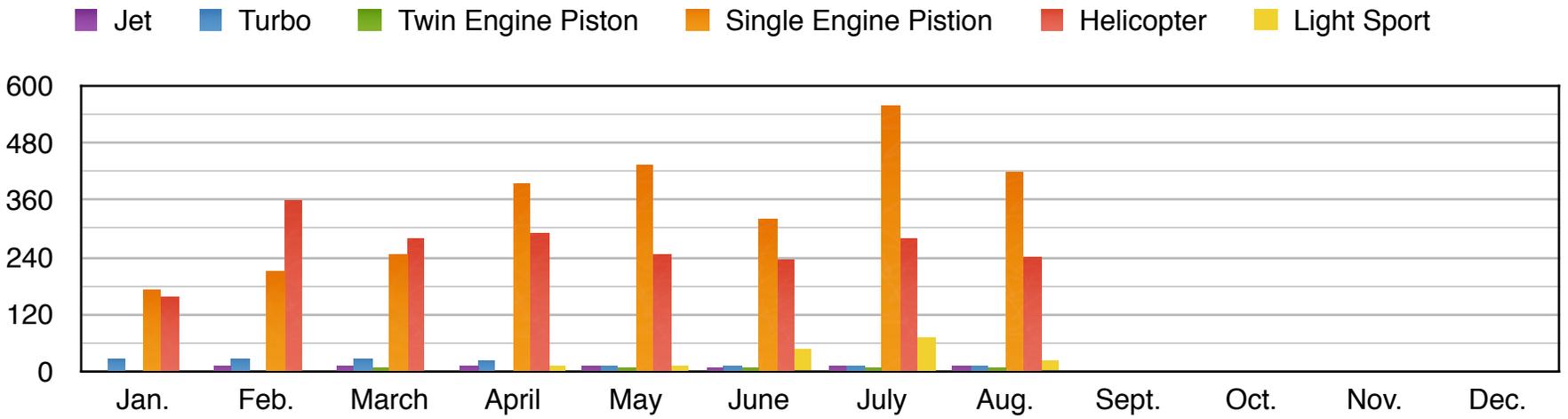
Flights Over the Past Five Years by the Present Month



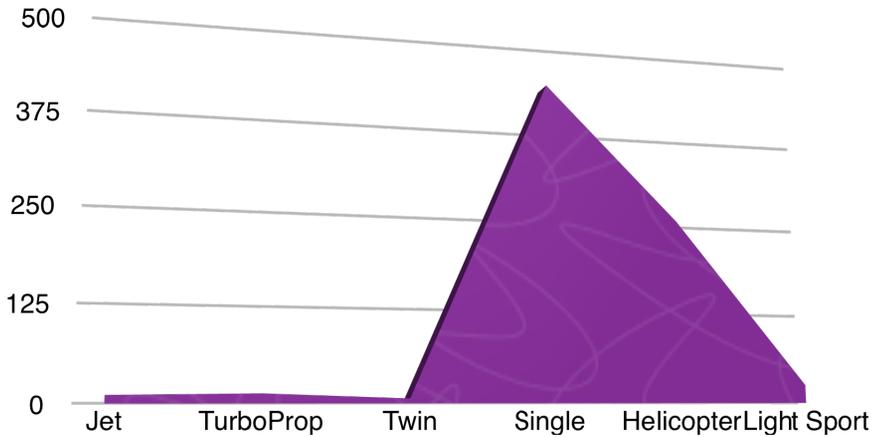
Types Of Aircraft That Have Visited Marshfield Per Year by the Present Month



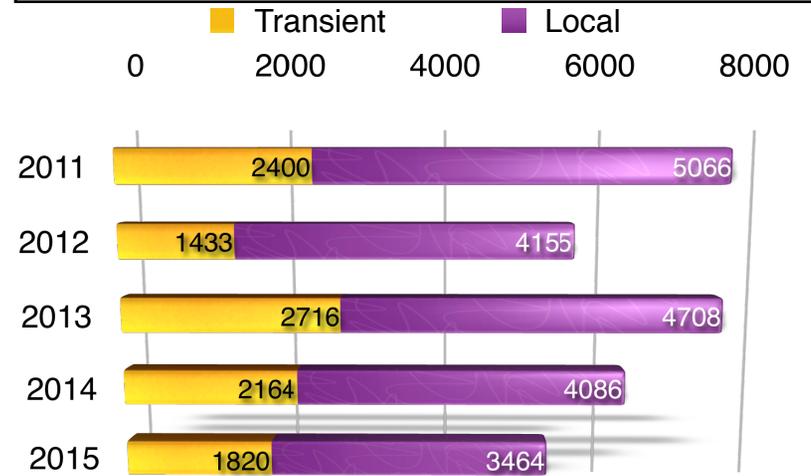
Operations by Aircraft for the Year of 2014



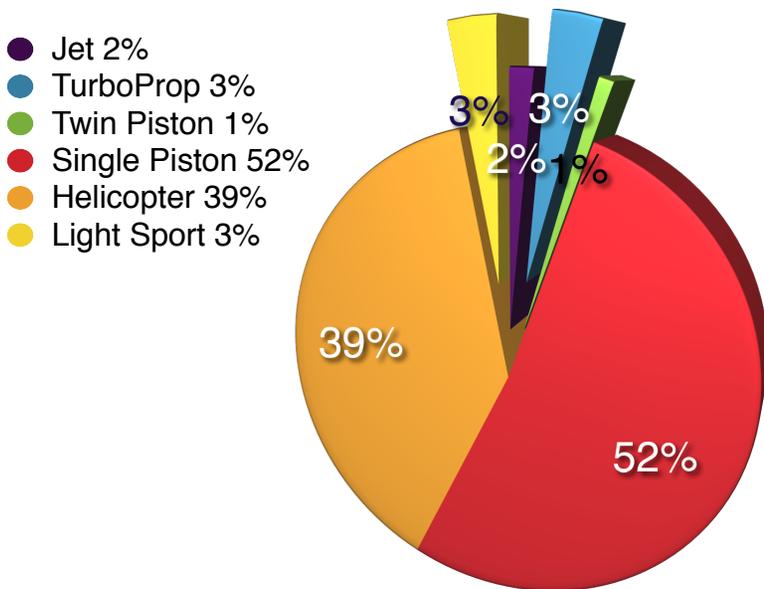
Traffic Activity For This Month



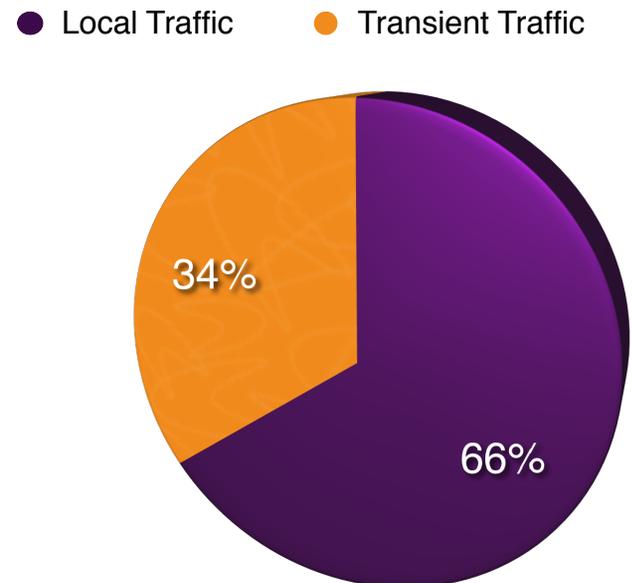
Transient Vs. Local Traffic



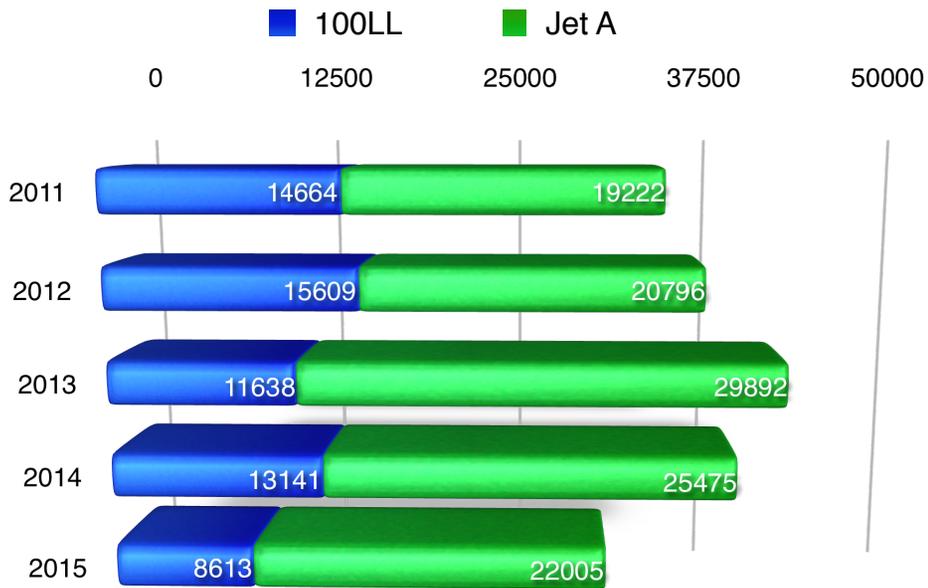
Percentage By Type Of Aircraft That Came Into Marshfield In 2015



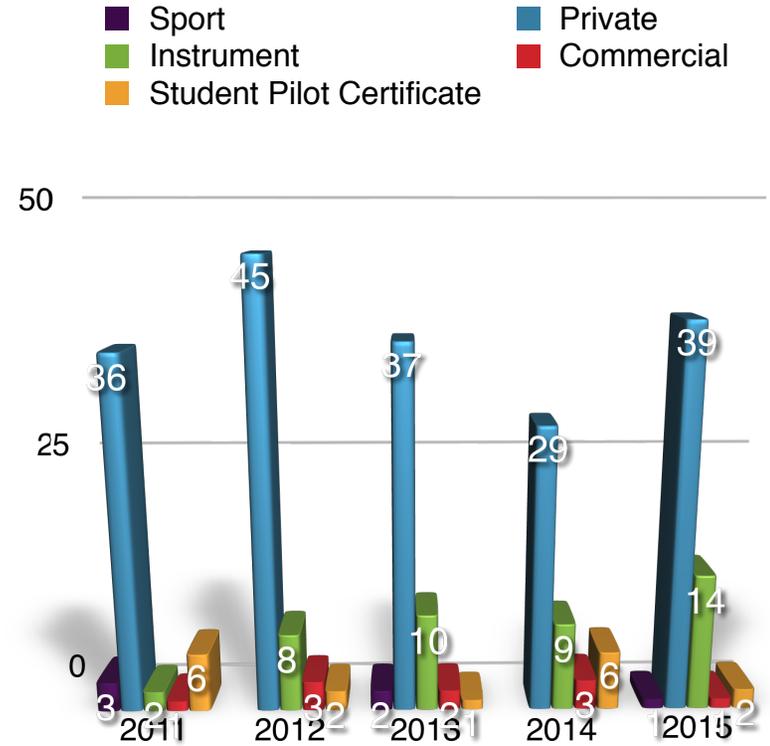
Percentage of Local Vs. Transient Traffic



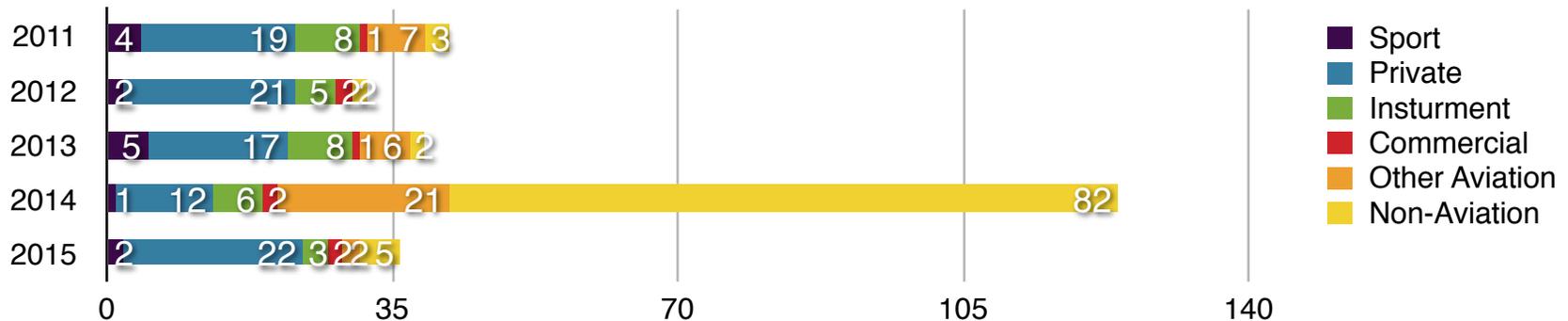
Fuel Sold - 5 Year Comparison



Duffy's Flight Checks for Pilots - 5 Year Comparison



Computerized Written Exams Given At The Airport



# ***Individuals and Businesses that have used the Airport The Month of August 2015***

Duffy's Aircraft Sales and Leasing Inc.  
Aviation On Demand  
Spirit Transport  
Dan Hiller  
CrossWind Aviation LLC  
Wheelers Chevy Olds Pontiac Cadillac Inc.,  
Dan Wheeler  
Myles Richmond  
Duffy Gaier  
Bob Gaier  
Jeffrey & Elizabeth Gaier  
Al Hatz  
Georgi Georgiev  
Craig Cook  
Don Halloran  
Howard Rand  
Steve Humphrey  
Mayo One (Medflight Eau Claire)  
Custom Fabrication and Repair  
Brian Barnett  
Kirk Haslow  
Haslow Farms  
Father Eric Berns  
April Thums  
James Weber  
Scott Singkofer  
Art Scottberg  
Jim Hills  
Bruce Wineman

Brad Travor  
Jackson County Forestry  
Medevac (Medflight Wausau)  
Country Flyers Education  
Jake & LouAnna Jasinski  
Jack Jasinski  
Troy Rens  
Life Link III (Medflight New Richmond)  
Wayne Short  
Enbridge  
MQA Aviation LLC  
Matt Thomas  
Burrnett Co. Flying Service  
Michael Tyler  
Bob Thill  
Valley Medical - Fixed Wing Medflight  
Randy Musack  
Harry Dolan  
Am I High Aviation  
Wausau Flying Service  
Krist Oil  
Mark Preston  
Festival Foods  
State of Wisconsin - Donor Flight  
State of Wisconsin - DNR  
Wisconsin Aviation  
Beau Serchen

John Bowman  
Michael Smernoff  
Richard Hoffman  
John Boos  
Sanford Smith  
Thomas Hammer  
Kian Hein  
Ross Eberlein  
Joshua Geenen  
Jake Kirkman  
Bradley Traver  
Jacob Cuda  
Brandon Reese  
Kenneth Cole  
Bryan Fiene  
Howard Joling  
HJ Aviation  
Bob Moh  
Hawthorne Aviation (formerly Heartland Aviation of Eau Claire) - Medflight  
LJ Aviation  
Roehl Transport  
George Hopkins  
Sarah Parsch  
Daniel Wall  
Dan Reis  
Robert Zeager  
Allan Jones  
Dick Heimermann

**Businesses or Groups That Have Utilized The Conference Room or Airport This Month From The Community.**

Experimental Aircraft Association Chapter 992 (Marshfield & Medford Group)

Toastmasters of Marshfield

Central Wisconsin Apple User Group

Marshfield Youth Hockey

C12 Group (Christian CEOs and owners building great businesses for a greater purpose)

MicroER - Toy Convention

Tiger Blue Line Club

Todd Kirkmand

Mark Koenig

Doug Anderson

Dan McGiveron

Williams Weyers

James Dominik

P Gingrich

The Airplane Factory

Mingyu Huang

Rob Dubin

Patrick Webb

Rhonda Sensenig

Mark Nelles

Glen Jordan

George McNutt

Randy Kosick

Gregor Baumister

Jeff Edwards

Gary Rosch

John DeFreytas

Steve Hilstad

William Sugden

**The Trickle Effect** - These are businesses that we know of that have been utilized by the patrons of the airport this month. They spend money in Marshfield and the surrounding communities. This is just from conversations we have with pilots and passengers. There are more business that do benefit from the airport each month. These are

Marshfield Hotel

McDonalds

Holiday Inn

Little Casears

Blue Heron / West 14th

Target

Marshfield Clinic

Hardees

St. Joseph's Hospital

The Store

Festival Foods

Baltus

V & H Heavy Trucks

Wildwood Zoo

Roehl Transport

Nasonville Dairy

Custom Fabrication and Repair

El Mexical

Subway

Hub City Ice Cream

Chips

Nuts Deep

just the ones we know about from the people that have discussed their time at Marshfield

**Summary Report**

This was again a slow month for activity. There were a few jets in this month and a few turbo props. Single started picking up again as we Greg is doing some flight instruction at Marshfield.

Obj. #	Description	2015 Amount Approved	2015 August Invoices	Firm Expenses Paid	Used To Date	Balance
52100	Professional Services	44,950.00	3,745.83	Manager's contract	29,966.64	14,983.36
52210	Electric	18,925.00			7,533.43	11,391.57
52220	Water	496.00		Marshfield Utilities	162.76	333.24
52230	Sewer	560.00		Marshfield Utilities	178.71	381.29
52240	Fire Protection Charge	1,934.00	316.26	Marshfield Utilities	1,265.04	668.96
52260	Heating - Gas	3,386.00		west side of old terminal east side of old terminal General terminal	1,819.29	1,566.71
52300	Telephone	1,290.00	120.36	Frontier	815.75	474.25
52400	Rep/Maint. Serv-Streets	17,200.00			3,180.00	14,020.00
52500	Repair/Mainte. Service	60,967.00	55.00	Merkel Co., Inc. - checked approach lights-no power utilities cut off. 401.86 Merkel Co., Inc. - Repaired T5 light. 47.05 UniFirst - floor mats Duffy's Aircraft Sales - Mowing with JD950 49.5 hrs. 2,475.00 \$50.00 p/h. 225.00 Mowing with Dixon 9.0 hrs. @\$25.00. D.A.S. 2,250.00 Mowing with JD2630 37.5 hrs. @\$60.00 D.A.S. D.A.S. operate mowing equipment, 3 hrs. light 3,960.00 mainte. @\$40.00	19,039.82	41,927.18

		August Expenses	Used To Date	Balance
52900	Other Contractual Ser.	3,000.00		3,000.00
53100	Office Supplies & Exp.	500.00		500.00
53200	Publications & dues	400.00	130.00	270.00
53400	Operating supplies	1,600.00	585.22	1,014.78
53500	Rep/Mainte. Supplies	6,728.00	754.62	5,973.38
55110	Buildings & Contents	2,431.00	2,484.72	(53.72)
55140	Professional Liability	317.00	305.92	11.08
55150	Airport Liability	4,350.00	4,350.00	-
55170	Boiler	371.00	371.68	(0.68)
58830	Airport Buildings	6,120.00		6,120.00
Grand Totals		175,525.00	16,823.22	72,943.60
				102,581.40

8.68 Duffy's Aircraft Sales - Bolts for mower mainte.  
55.86 Advanced Disposal

**CITY OF MARSHFIELD JOINT REVIEW BOARD**  
**MEETING ON PROPOSED TID NO. 10 PROJECT PLAN**

The meeting was called to order by Chairperson Strey on September 2, 2015 at 11:00 a.m. in Room 108, City Hall Plaza. Roll call was taken.

**PRESENT:** Brenda Dillenburg, MSTC; Mike Martin, Wood County; Pat Saucerman, School District of Marshfield; Mike Kobs, Member-at-large & Keith Strey, City of Marshfield

**EXCUSED:** None

**ALSO PRESENT:** Dan Lindstrom, Vierbicher, Jason Angell, Director of Planning & Economic Development and Deb M. Hall, City Clerk

The members of the committee introduced themselves.

Angell explained the reason for the creation of TID No. 10. Initially they thought about expanding TID No. 9 but after Vierbicher did their evaluation it no longer met the blight criteria so a new district needed to be created.

Review draft TID No. 10 Project Plan and Boundary

Lindstrom reviewed the proposed project plan for new TID No. 10. TID No. 10 includes mainly retail and service businesses along N. Central Avenue and E. Upham Street. The area is bounded by N. Central Avenue (State Highway 97) on the west, E. Upham to the north, N. Peach Avenue to the east, and E. Ives Street to the south for a total area encompassing 33.58 acres. The maximum life of the TID is 27 years; a three-year extension may be requested. The City has a maximum of 22 years, until 2037 to incur TIF expenses for the projects as outlined in the plan.

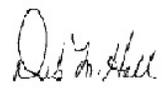
Lindstrom also reviewed the expected timeline for the review and approval process for the proposed new TID No. 10.

The next meeting of the JRB will be held on October 13, 2015 at 11:00 a.m.

Motion by Saucerman, second by Warren to adjourn at 11:59 a.m.

Motion Carried.

Respectfully submitted:



Deb M. Hall, WCPC  
City Clerk

City of Marshfield  
Department of Public Works  
Street Division  
407 West 2<sup>nd</sup> Street  
Marshfield, Wisconsin 54449



Mike Winch  
Street Superintendent  
(715) 486-2081  
FAX: (715) 387-8669  
ike.winch@ci.marshfield.wi.us

To: Mayor Meyer  
Members of the Common Council  
From: Mike Winch, Street Superintendent *Mike Winch*  
R.E.: Urban Forestry Grant Resolution  
Date: August 31<sup>st</sup>, 2015

**Background:** The Street Division would like the opportunity to apply for a Urban Forestry grant through the WI DNR. Grants range from \$1,000 to \$25,000 and require a 50-50 match (total project cost range is \$2,000 to \$50,000). The nature of the grant is to support new, innovative projects that will develop sustainable urban and community forestry programs.

In preparation for the Emerald Ash Borer (EAB) the Street Division recently adopted a street tree EAB management plan. The plan is designed to mitigate the disruption of our urban forest canopy by allowing for maximum benefit retention through treatment, while also promoting species diversity through replanting.

Because of the level of impact EAB will have on our urban forest we are requesting a grant of \$25,000 to support our forestry program.

**Analysis:** January 1, 2016 will mark the beginning of the three phases of our project. Each phase with estimated costs is listed in the table below.

<b>Emerald Ash Borer Management 2016 Project</b>	<b>Price</b>
Removal – 50 Ash Trees	\$40,220
Replanting – 38 Large structure diversified trees	\$11,290
Treatment	\$13,215
Total Project	\$64,725

**Recommendation:**

The urban forestry grant application has to include a budget resolution from the city council. I recommend approval of a budget resolution to aid in applying for an urban forester grant from the DNR

Cc: *Steve Barg*  
Steve Barg

*Daniel J. Knoeck*  
Dan Knoeck

**RESOLUTION NO. 2015-43**

**OBTAINING A COST-SHARE GRANT FROM WISCONSIN DEPARTMENT OF  
NATURAL RESOURCES FOR FUNDING URBAN COMMUNITY FORESTRY  
PROJECTS OR URBAN FORESTRY CATASTROPHIC STORM PROJECTS**

WHEREAS, the applicant, City of Marshfield, is interested in obtaining a cost-share grant from Wisconsin Department of Natural Resources for the purpose of funding urban and community forestry projects or urban forestry catastrophic storm projects specified in s. 23.097(1g) and (1r), Wis. Stats.; and

WHEREAS, the applicant, City of Marshfield, attests to the validity and veracity of the statements and representations contained in the grant application; and

WHEREAS, the applicant, City of Marshfield, requests a grant agreement to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, the applicant, City of Marshfield, will comply with all local, state, and federal rules, regulations and ordinances relating to this project and the cost-share agreement;

NOW, THEREFORE, BE IT FURTHER RESOLVED, the applicant, City of Marshfield, will budget a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the City Forester, its official or employee, to act on its behalf to:

1. Sign and submit the grant application
2. Sign a grant agreement between applicant and the DNR
3. Submit interim and/or final reports to the DNR to satisfy the grant agreement
4. Submit grant reimbursement request to the DNR
5. Sign and submit other required documentation

I hereby certify that the foregoing resolution was duly adopted by the City of Marshfield Common Council at a legal meeting on the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
Chris L. Meyer, Mayor

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Deb M. Hall, City Clerk



# City of Marshfield Memorandum

**DATE:** September 4, 2015  
**TO:** Budget, Finance & Personnel Board  
**FROM:** Justin Casperson, Parks and Recreation Director  
**RE:** Budget Resolution 23-2015 Bear Exhibit Expansion Project

**Background:**

In May 2015 the Board of Public Works entered into a contract with Altmann Construction to construct the bear exhibit expansion. The project is on schedule and budget. The expansion is scheduled to be complete by October 15, 2015.

Since May the Zoological Society Fundraising Committee has identified other items that they would like to complete. The Committee has secured enough private money to complete these items. The Committee has been working closely with City staff to ensure these items are in line with the City wishes. The items the Committee would like to complete are the following:

- Road/Sidewalk Improvements: \$18,275
- Asphalt Pavement: \$17,185
- Filtration Bog: \$8,100
- Landscaping & Restoration: \$10,000
- Major Donors Recognition Sign: \$20,000
- Donor Recognition Plaques: \$18,250
- Mural: \$16,275
- Increase contingency 1%: \$11,256

**Recommendation:**

I recommend that the Budget, Finance and Personnel approve Budget Resolution No. 23 -2015 in the amount of \$119,341 to complete additional items associated with the bear exhibit expansion to be paid for by private donations and refer to the Common Council for consideration.

Concurrence:   
Steve Barg; City Administrator

Concurrence:   
Keith Strey; Finance Director



DETAIL OF BUDGET RESOLUTION NO. 23-2015 BY OBJECT NUMBER

**TRANSFERRED FROM:**

General Fund, Miscellaneous Revenue Budget, a/c# 1014800063.630000:  
1. 48500 – Donations \$ 17,185

Room Tax Fund, Miscellaneous Revenue Budget, a/c# 2024800063.630000:  
1. 48500 – Donations \$ 102,156

**TRANSFERRED TO:**

General Fund Zoo Operation & Maintenance Budget, a/c# 1015541063.630000:  
1. 52400 – Repair & Maintenance Services \$ 17,185

Room Tax Fund, New Bear Exhibit Building Project Budget, a/c# 2025541063.632805:  
1. Buildings \$ 102,156

\* \* \* \*



# City of Marshfield Memorandum

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TO: Mayor Meyer & Common Council  
FROM: Josh Miller, City Planner  
DATE: August 25, 2015

RE: First Reading – Ordinance No. 1313 Rezoning Request by Linda Fenske, representing M&M Rentals to change the zoning from “SR-6” Single Family Residential to “TR-6” Two Family Residential located at 511 and 513 South Peach Avenue, parcels 33-01628 and 33-01629, to correct the zoning district, allowing the existing twin house to conform to the Zoning Code.

## **Background**

Recently, a property owner inquired about converting a Twin-House, where they own both sides of, into a Duplex. A Twin-House is a residential land use that consists of two attached residential units on two separate properties. There are no setbacks along the interior lot line and ownership can be separate. If the lots are combined, the shared lot line that bisects the building would be removed, converting two single-family attached homes into one Duplex. When staff reviewed the request, it was discovered that the Twin House was zoned “SR-6” which does not permit such use.

Previously this property was zoned “R-5” Medium low density single- and two-family residential. This district allowed single family uses as well as all types of two family residential uses. The property was rezoned to “SR-6” Single Family residential, which allows single family uses and limited two family residential uses to a “two flat”. The new zoning district does not permit Twin-Houses or Duplex style housing, which made this property nonconforming. The “TR-6” zoning district does permit Duplex and Twin-House land uses by right.

A “Duplex” is described as a dwelling unit type that consists of two separate residences, each having a private individual access and no shared internal access. Duplexes are attached side-by-side located on one lot, each with a ground floor and roof.

A “Two Flat” is described as a dwelling unit type that consists of a single structure with two separate residences each having a private individual access and no shared internal access other than a common hallway. Two Flats are attached units within a 2 story structure with one unit above the other, possibly

with a shared front porch. Most two flats are older homes that were converted into an upstairs/downstairs apartment.

A “Twin House” is described as a dwelling unit type consists of two separate residences, each having a private individual access and no shared internal access. Similar to Duplexes, Twin-Houses are attached side-by-side units, each with a ground floor and roof. Unlike Duplexes, Twin-Houses are located on separate lots.

Rezoning the property to “TR-6” would make the use legal conforming and the Applicant would have the ability to leave it as a Twin-House or convert it to a duplex.

One thing to point out is the lots do not currently meet minimum lot size requirements for the “SR-6” or “TR-6” zoning districts. The minimum lot size for both districts for existing lots is 6,000 square feet. The north lot is 5,821.2 square feet and the south lot is 5,808 square feet. The two lots together are 11,629.2 square feet in area. The minimum lot size for an existing Duplex lot in the “TR-6” district is 6,000 square feet. For a new duplex lot, the minimum lot size is 12,000 square feet. Staff feels the owners of the properties could keep the Twin House as is, or convert both properties into one Duplex and either would be a permitted use and not result in an increase of the nonconforming lot standards. Dissolving the property line to convert the property to a Duplex would consist of a lot line adjustment survey and wouldn't technically be platting a new lot.

### **Analysis**

According to the 2007 City of Marshfield 20 year Comprehensive Plan, this area is identified as “Existing City Residential” and is primarily zoned “SR-6” with residential uses ranging from single family dwelling units to two family dwelling units.

Because there are similar existing side-by-side Duplex and Twin-House uses that were properly rezoned during the City wide rezoning to “TR-6”, which are also surrounded by “SR-6”, it is staff's belief that this property should have been zoned “TR-6” at that time.

Based on the neighborhood context, the surrounding land uses, and similar rezoned properties during the City wide rezoning it is reasonable to consider a rezoning of this property to “TR-6.”

### **Plan Commission Recommendation**

A public hearing was held on August 18, 2015 where no public comment was made. The Plan Commission recommended approving the proposed ordinance as presented.

## **Council Options**

The Common Council can take the following actions:

1. Approval of the request with any exceptions, conditions, or modifications the Council feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Council.
3. Table the request for further study.

## **Recommendation**

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 8, 2015 Common Council meeting.

## **Attachments**

1. Ordinance 1313
2. Location Map

Concurrence:



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Jason Angell  
Planning and Economic Development Director



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Steve Barg  
City Administrator

**ORDINANCE NO. 1313**

**AN ORDINANCE REZONING 511-513 SOUTH PEACH AVENUE, PARCELS 33-01628 AND 33-01629, FROM “SR-6” SINGLE FAMILY RESIDENTIAL DISTRICT TO “TR-6” TWO FAMILY RESIDENTIAL DISTRICT.**

WHEREAS, the Common Council of the City of Marshfield, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such change in zoning and, pursuant thereto, a public hearing having been held on the 18<sup>th</sup> day of August, 2015 at 7:00pm, and the Plan Commission having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

**SECTION I. Zoning**

The following described property is hereby rezoned from “SR-6” Single-Family Residential District to “TR-6” Two Family Residential District, as set forth in, and regulated by, the provisions of Chapter 18, Marshfield Municipal Code:

Lots 1 and 2 of Wood County Certified Survey Map No. 3604 (recorded in Volume 13 of Survey Maps, on page 4), of Lots 1, 2, and 3 of Block 223 of the Fourth Addition to the City of Marshfield, being part of the NW ¼ of the SE ¼ of Section 8, Township 25 North, Range 3 East, Wood County, City of Marshfield, Wisconsin.

**SECTION II. Effective Date**

This Ordinance shall be effective upon passage and publication as required by law and the Zoning Administrator is hereby directed to make the necessary changes to the Zoning Maps forthwith.

ADOPTED: \_\_\_\_\_

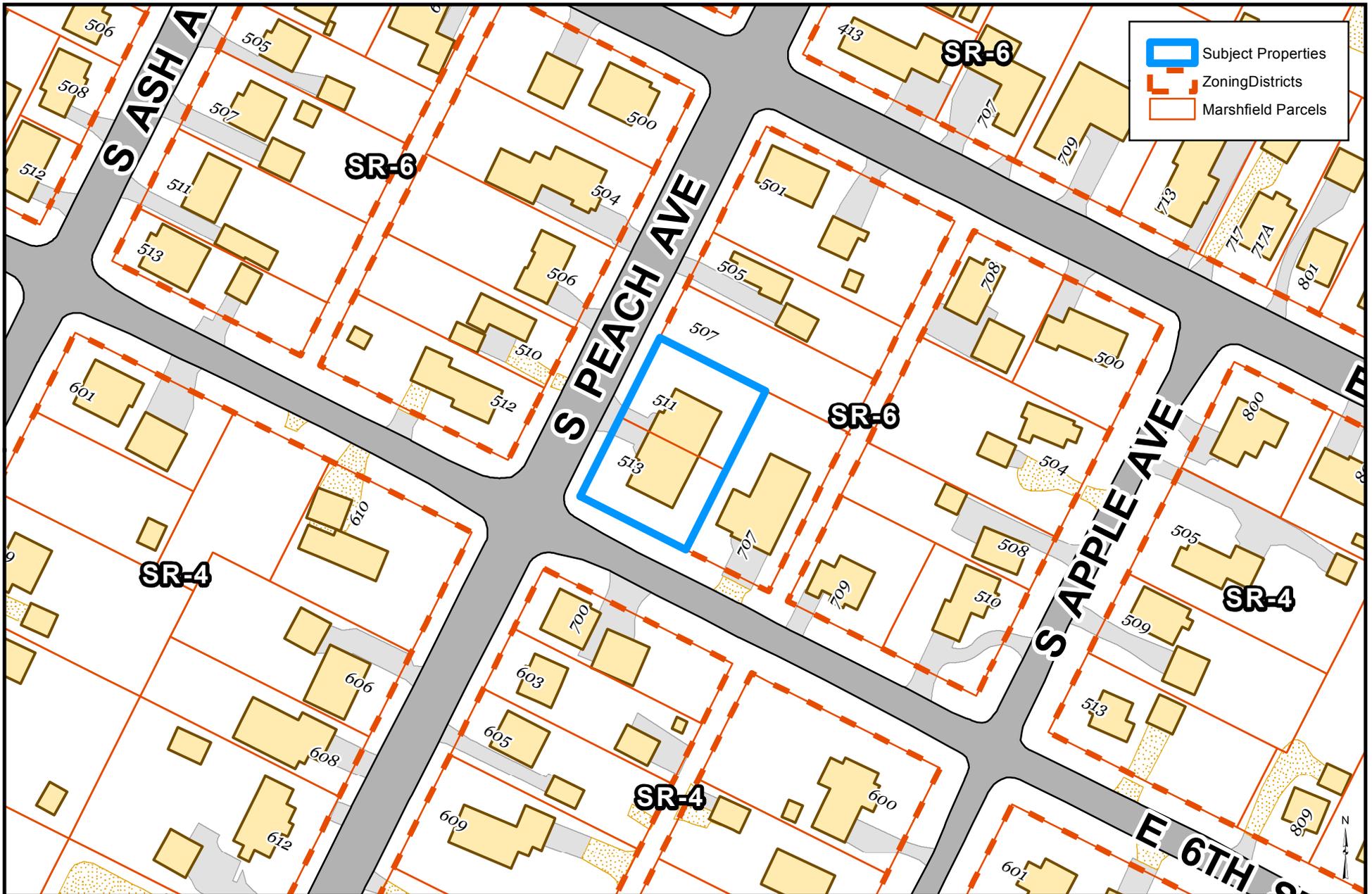
\_\_\_\_\_  
Chris L. Meyer, Mayor

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

Deb M. Hall, City Clerk



**Rezoning Request: 511 & 513 S Peach Ave**  
**City of Marshfield - Plan Commission**  
**Meeting Date: August 18, 2015**

Map Not To Scale  
 For Reference Only

ATTENTION: The representation of data presented herein is intended for reference purposes only; the City of Marshfield assumes no responsibility for the accuracy of the information provided. Any duplication without consent is prohibited.



# City of Marshfield Memorandum

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TO: Mayor Meyer & Common Council  
FROM: Josh Miller, City Planner  
DATE: August 25, 2015

RE: First Reading – Ordinance No. 1314 Rezoning Request by Marawood Real Estate 100 LLC to change the zoning from “SR-4” Single Family Residential back to “CMU” Community Mixed Use located at 1308 West McMillan Street, parcel 33-03287CBA, to allow a lot line adjustment with the adjacent property also owned by Marawood.

## **Background**

The Applicant owns four adjacent parcels and is in the process of combining some of their lots and adjusting the one of the lot lines for the purpose of adding an on-site maintenance shop south of the subject property.

Previously this property was zoned “B-4” General Commercial, under the former zoning code. The property was rezoned in 2012, to “R-4” Low Density Single Family Residential, to accommodate a proposed Community Based Residential Facility (CBRF) that ended up being constructed on a different site. When the City-wide rezoning took place in 2013, the property was zoned “SR-4” Single Family Residential. The property is currently undeveloped and the Applicant would like to market the lot for commercial purposes.

## **Analysis**

According to the 2007 City of Marshfield 20 year Comprehensive Plan, this area is identified as “General Commercial” and is primarily zoned “CMU” with a broad range of commercial uses permitted.

Property to the east is a 60-bed Large Scale CBRF, zoned “SR-4”. Property to the north is a mix of residential and commercial (Marshfield Book and Stationary in the Town of McMillan), Property to the west is Marawood’s access drive and undeveloped property. Property to the south is Marawood’s parking area and future maintenance facility.

Once rezoned, the Applicant will record a Certified Survey Map (CSM) to modify the property boundaries so their access from McMillan Street does not cross the

property line.

### **Plan Commission Recommendation**

A public hearing was held on August 18, 2015 where no public comment was made. The Plan Commission recommended approving the proposed ordinance as presented.

### **Council Options**

The Common Council can take the following actions:

1. Approval of the request with any exceptions, conditions, or modifications the Council feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Council.
3. Table the request for further study.

### **Recommendation**

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 8, 2015 Common Council meeting.

### **Attachments**

1. Ordinance 1314
2. Location Map

Concurrence:



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Jason Angell  
Planning and Economic Development Director



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Steve Barg  
City Administrator

**ORDINANCE NO. 1314**

**AN ORDINANCE REZONING 1308 WEST MCMILLAN STREET, PARCEL 33-03287CBA, FROM “SR-4” SINGLE FAMILY RESIDENTIAL DISTRICT TO “CMU” COMMUNITY MIXED USE DISTRICT.**

WHEREAS, the Common Council of the City of Marshfield, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such change in zoning and, pursuant thereto, a public hearing having been held on the 18<sup>th</sup> day of August, 2015 at 7:00pm, and the Plan Commission having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

**SECTION I. Zoning**

The following described property is hereby rezoned from “SR-4” Single-Family Residential District to “CMU” Community Mixed Use District, as set forth in, and regulated by, the provisions of Chapter 18, Marshfield Municipal Code:

Part of Lot 1 and Lot 2 of Certified Survey Map #3330, and part of vacated McMillan Street, located in the West ½ of the Northeast ¼ of the Northwest ¼ of Section 6, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, more particularly described as follows:

Commencing at the Northeast corner of Lot 1 of Certified Survey Map #3330 and being the Point of Beginning; Thence S 00°51’38”W along the East line of said Lot 1, 221.16 feet; Thence N 89°36’14”W, 342.63 feet; Thence N 00°51’55”E, 231.87 feet to the South right of way of McMillan Street and the beginning of a curve; Thence along the arc of a curve to the left, said curve having a radius of 637.00 feet, an arc length of 80.93 feet and a long chord of 80.88 feet which bears S 81°59’44”E; Thence S 89°36’14”E along said South right of way, 262.36 feet to the Point of Beginning.

**SECTION II. Effective Date**

This Ordinance shall be effective upon passage and publication as required by law and the Zoning Administrator is hereby directed to make the necessary changes to the Zoning Maps forthwith.

ADOPTED: \_\_\_\_\_

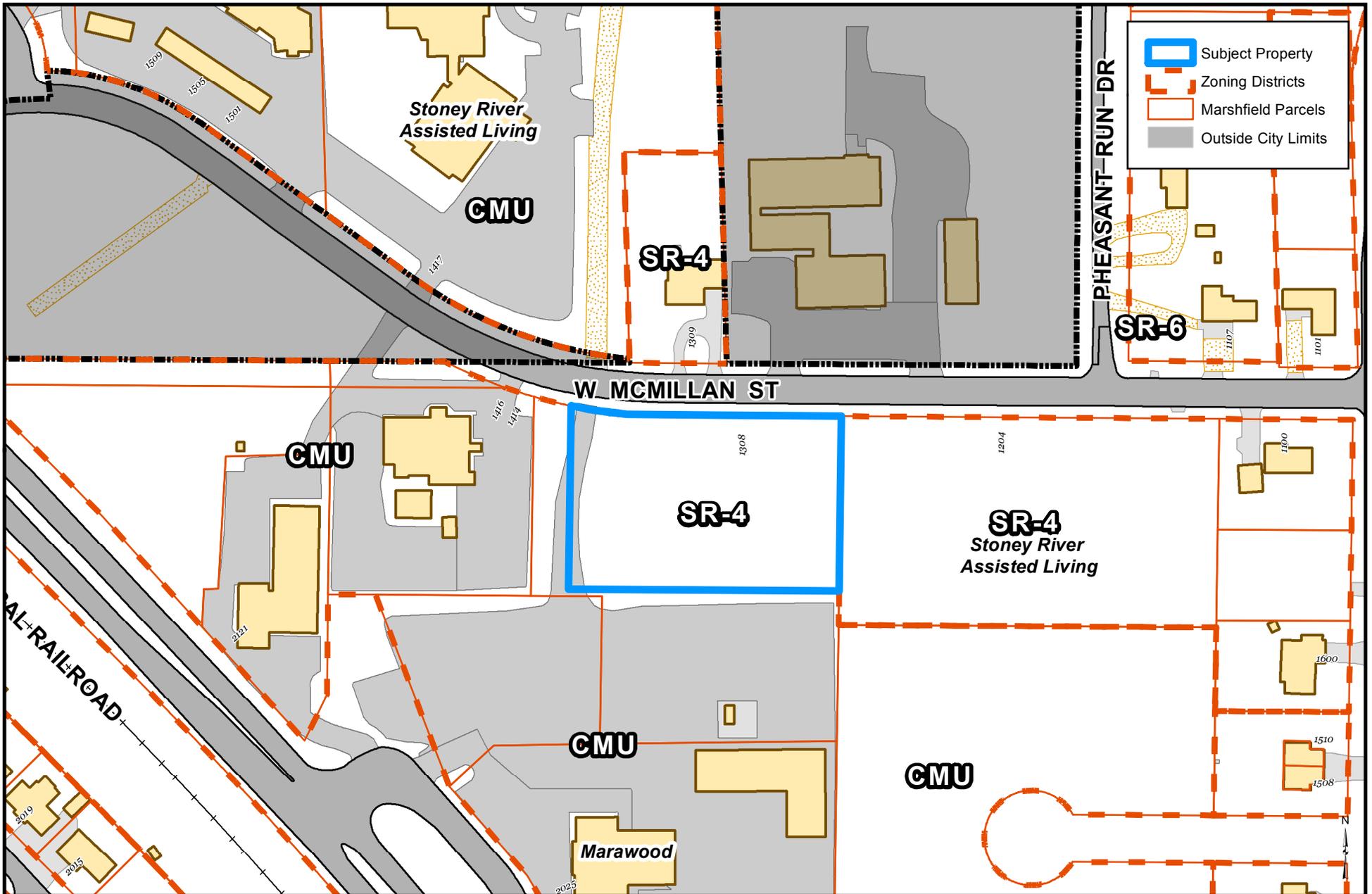
\_\_\_\_\_  
Chris L. Meyer, Mayor

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

Deb M. Hall, City Clerk



**Rezoning Request: 1308 W McMillan St**  
**City of Marshfield - Plan Commission**  
**Meeting Date: August 18, 2015**

Map Not To Scale  
 For Reference Only

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# City of Marshfield Memorandum

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TO: Mayor Meyer & Common Council  
FROM: Josh Miller, City Planner  
DATE: August 25, 2015

RE: First Reading – Ordinance No. 1315 Rezoning Request by Marshfield Clinic to change the zoning from “SR-4” Single Family Residential to “CD” Campus Development located at 1004, 1006, 1010, 1100, 1108, and 1114 North Walnut Avenue, parcels 33-03239A, 33-03239B, 33-03239C, 33-03239D; 33-03241, and 33-03241AA, to allow these properties to be included as part of the Marshfield Clinic Campus and for possible future developments.

## **Background**

Marshfield Clinic is requesting to rezone six parcels located from 1004-1114 North Walnut Avenue from “SR-4” Single Family Residential to “CD” Campus Development to allow this property to be part of the Marshfield Clinic Campus for future development. Currently, all six properties have single family homes on them. The abutting property to the west and north is also zoned “CD”.

The proposed rezoning squares off the east side of the “CD” district on the subject block and allows for possible future expansion of the medical campus. Currently, there is not a Campus Master Plan in place. In the absence of a Campus Master Plan, the Zoning Code requires that future development within the “CD” District is to be reviewed through the Conditional Use Permit process.

## **Analysis**

According to the 2007 City of Marshfield 20 year Comprehensive Plan, the subject properties fall into two different future land use categories of “Institutional” and “Existing City Residential.” Although the Comprehensive Plan has identified a portion of this area as existing city residential, most of the property for the proposed rezoning falls within the area identified on the future land use map as institutional.

Based on the neighborhood context, the surrounding land uses, similar properties, and future growth patterns it is reasonable to consider a rezoning of this property and adjacent properties in the future from single family residential to “CD” Campus Development. The Future Land Use Map identifies most of the

subject area as “Institutional” with a small part identified as “existing city residential”, but the property abuts land uses that are identified in the Future Land Use Map as Institutional and the proposed pattern on the map is generalized.

### **Plan Commission Recommendation**

A public hearing was held on August 18, 2015 where no public comment was made. The Plan Commission recommended approving the proposed ordinance as presented.

### **Council Options**

The Common Council can take the following actions:

1. Approval of the request with any exceptions, conditions, or modifications the Council feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Council.
3. Table the request for further study.

### **Recommendation**

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 8, 2015 Common Council meeting.

### **Attachments**

1. Ordinance 1315
2. Location Map

Concurrence:



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Jason Angell  
Planning and Economic Development Director



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Steve Barg  
City Administrator

**ORDINANCE NO. 1315**

**AN ORDINANCE REZONING 1004, 1006, 1010, 1100, 1108, AND 1114 NORTH WALNUT AVENUE, PARCELS 33-03239A, 33-03239B, 33-03239C, 33-03239D; 33-03241, AND 33-03241AA, FROM “SR-4” SINGLE FAMILY RESIDENTIAL DISTRICT TO “CD” CAMPUS DEVELOPMENT DISTRICT.**

WHEREAS, the Common Council of the City of Marshfield, having reviewed the recommendation of the City Plan Commission regarding the proposed change in zoning classification for the property described below; and

WHEREAS, the City Clerk, having published a Notice of Public Hearing regarding such change in zoning and, pursuant thereto, a public hearing having been held on the 18<sup>th</sup> day of August, 2015 at 7:00pm, and the Plan Commission having heard all interested parties or their agents and attorneys;

NOW, THEREFORE, the Common Council of the City of Marshfield, Wisconsin, do ordain as follows:

**SECTION I. Zoning**

The following described property is hereby rezoned from “SR-4” Single-Family Residential District to “CD” Campus Development District, as set forth in, and regulated by, the provisions of Chapter 18, Marshfield Municipal Code:

Parcels of land located in the SW ¼ of the SE ¼ of the NW ¼ of Section 5, Township 25 North, Range 3 East, City of Marshfield, Wood County, Wisconsin, more particularly described as follows:

Commencing at a 2” iron pipe at the SW corner of Ives Street, and Walnut Avenue, thence North, along the West line of Walnut Avenue 227.31 feet to the North Line of Tauschek First Certified Survey Extended East to the West line of Walnut Avenue and the point of beginning; thence West, along the North line of Tauschek First Certified Survey Extended 123 feet, thence North parallel to the West line of Walnut Avenue, 429.66 feet; thence East parallel to the North line of Tauschek First Certified Survey, 123 feet to the West line of Walnut Avenue, thence South along the West line of Walnut Avenue, 430.76 feet to the point of beginning.

AND

Lot 1 of Wood County Certified Survey Map No. 7405 recorded in Volume 25 of Survey Maps at Page 205.

AND

Lot 2 of Wood County Certified Survey Map No. 7337 recorded in Volume 25 of Survey Maps at Page 137B.

**SECTION II. Effective Date**

This Ordinance shall be effective upon passage and publication as required by law and the Zoning Administrator is hereby directed to make the necessary changes to the Zoning Maps forthwith.

ADOPTED: \_\_\_\_\_

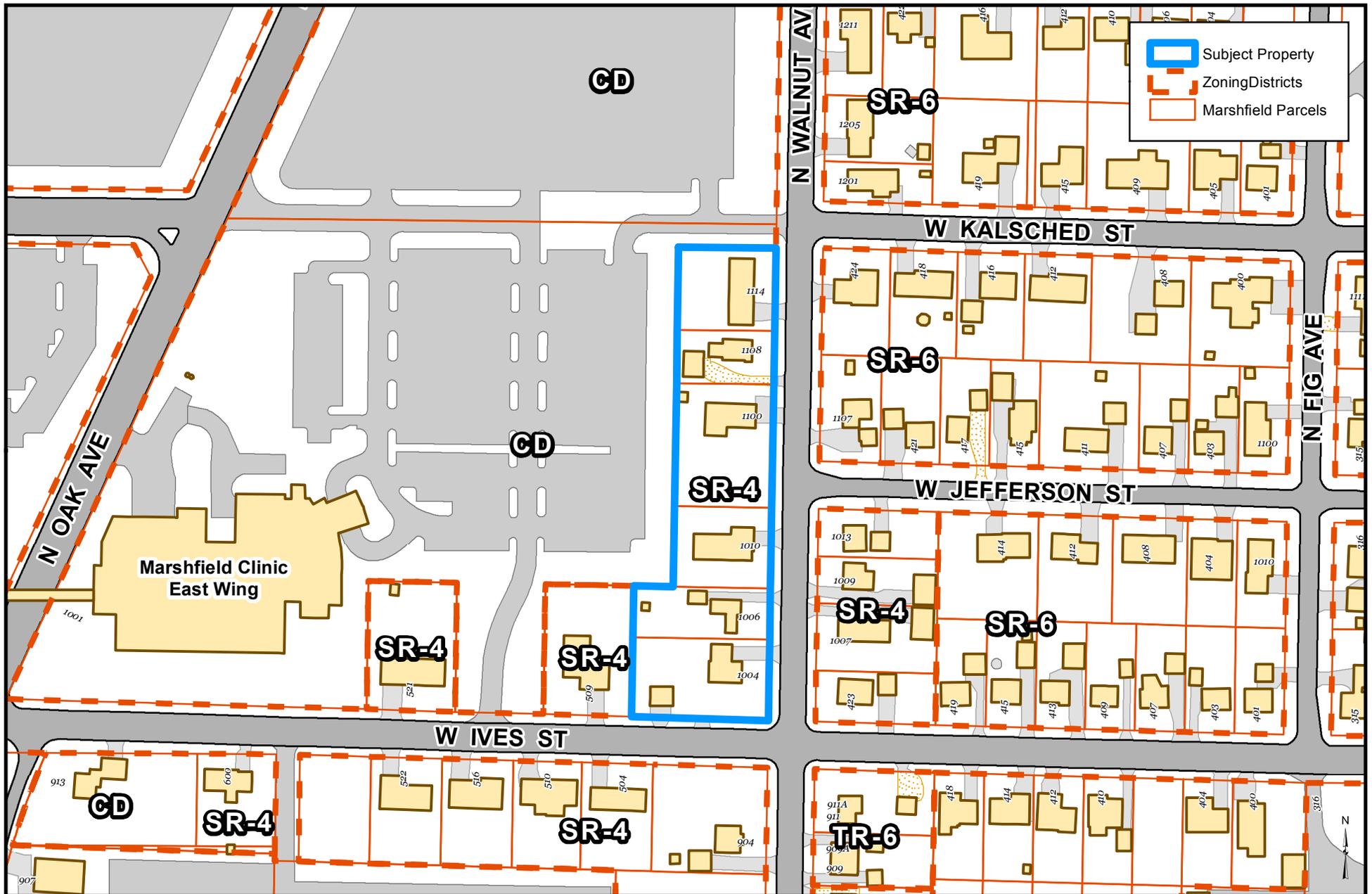
\_\_\_\_\_  
Chris L. Meyer, Mayor

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Deb M. Hall, City Clerk



**Rezoning Request: 1004, 1006, 1010, 1100, 1108, and 1114 N Walnut Ave**  
**City of Marshfield - Plan Commission**  
**Meeting Date: August 18, 2015**

Map Not To Scale  
 For Reference Only

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# City of Marshfield Memorandum

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TO: Mayor Meyer & Common Council  
FROM: Josh Miller, City Planner  
DATE: August 25, 2015

RE: First Reading – Ordinance No. 1316 Municipal Code Amendment Request by the City of Marshfield to amend Chapter 18, General Zoning Ordinance, Sections 18-42 and 18-54, allowing any land use to be either permitted by right or as conditional use if approved as part of a Campus Master Plan or as part of a Conditional Use Permit request in the Campus Development zoning district.

## **Background**

Since the adoption of the latest zoning code, over two years ago, staff has been making notes on areas of the code that could be improved. Often, the changes are identified when applications come in on a frequent basis for similar requests. Lately, due to inquiries and application requests (pet shelter, MRI and CT scan docking area, and rezonings), staff has been spending a significant amount of time reviewing the “CD” Campus Development Zoning District section. Through the reviews of the district, there have been aspects of the Zoning Code that may result in restrictions being placed on future uses within a campus that were not intended. As a result, staff is proposing an amendment to the “CD” district to allow more flexibility when development a Campus Master Plan.

## **Analysis**

The goal for including this district in the Zoning Code was to encourage the various campuses to adopt Campus Master Plans. To date, only the Airport has adopted a Plan. Staff has also begun discussions with the Parks and Recreation Department on a possible Campus Master Plan for the Fairgrounds. Eventually, the goal is to have all four campuses (UW-Wood County, Marshfield Airport, Fairgrounds, and the medical campus) develop and adopt Campus Master Plans.

Without an adopted Campus Master Plan, property owners within the “CD” district must obtain a Conditional Use Permit prior to new development within the campus. The current chapter has limits on the types of uses that can either be conditional or permitted based on whether the development is within a central area or peripheral area. The challenge comes in when a Campus Master Plan

hasn't been adopted and the boundaries of the central and peripheral areas haven't been defined. By predetermining which uses belong in which areas without knowing those boundaries, it becomes a guessing game as to what uses are allowed.

What staff is proposing to do is to remove all individual uses listed under the "CD" district and allow them to be a Conditional Use if a Campus Master Plan isn't adopted, or allow them to be either a permitted or Conditional Use as defined by the Campus Master Plan. Therefore, any use may be allowed, but final approval will come from the Plan Commission and Common Council. Opening up the "CD" district to all uses will give the campuses more flexibility, while still giving the City the final say in development. The approval process would remain the same and a public hearing would be required for either a Conditional Use Permit or adoption of the Campus Master Plan.

### **Plan Commission Recommendation**

A public hearing was held on August 18, 2015 where no public comment was made. The Plan Commission recommended approving the proposed ordinance as presented.

### **Council Options**

The Common Council can take the following actions:

1. Approval of the request with any exceptions, conditions, or modifications the Council feels are justifiable and applicable to the request.
2. Denial of the request with justification stated by the Council.
3. Table the request for further study.

### **Recommendation**

None at this time unless the rules are suspended; final action will be requested after the second reading scheduled for the September 8, 2015 Common Council meeting.

### **Attachments**

1. Draft Redline Ordinance No. 1316
2. Draft Ordinance No. 1316

Concurrence:



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Jason Angell  
Planning and Economic Development Director



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Steve Barg  
City Administrator

## REDLINE ORDINANCE NO. 1316

### **An Ordinance amending Sections 18-42 and 18-54, of the City of Marshfield Municipal Code pertaining to amending the allowable uses in the “CD” Campus Development District.**

The Common Council of the City of Marshfield do hereby ordain as follows:

SECTION 1. Section 18-42 of the Marshfield Municipal Code for the (CD) Campus Development District, is hereby amended to read as follows:

- (1) Intent. This district is intended to recognize the presence and importance of large-scale governmental, office, educational, medical, and research and development facilities in the City; to facilitate their development; and to coordinate their futures with those of their neighbors and the community as a whole. This district is also intended to:
  - (a) Permit appropriate campus growth, while minimizing adverse impacts associated with modifications, infill development, and/or expansion;
  - (b) Recognize the sharing of parking, green space, and other efficiencies that come with integrated campus planning and development;
  - (c) Balance the ability of a campus to evolve and the public benefits associated with such development, with the need to protect the livability and vitality of nearby properties and neighborhoods; and,
  - (d) Encourage the preparation of campus master plans that establish full conforming zoning status, facilitate predictable campus development, and enable nearby property owners, residents and the community to understand short-term development proposals, impacts and mitigation strategies within the context of long-term development possibilities.
- (2) See Section 18-166 for the process to establish Campus Development Zoning.
- (3) See Section 18-166(35) for the Campus Master Plan requirements.
- (4) Interim Campus Development Zoning. The following shall apply to properties zoned Campus Development prior to the adoption of a Campus Master Plan.
  - (a) All existing land uses, structures, paved areas, and lots are legal conforming, consistent with Article V.
  - (b) All future land uses, structures, and paved areas shall be regulated as conditional uses per the requirements of Section 18-161.
  - (c) All future development is exempt from the requirements of Section 18-114 Group and Large Developments.
- (5) Land Use Regulations
  - (a) All land uses and development (including buildings, structures, paved areas, fixtures, landscaping and signage) existing as of the date of CMP approval which are depicted on the approved Campus Existing Conditions Graphic and/or listed on the approved Campus Existing Development Inventory, shall be considered as fully legal, conforming land uses and development, unless explicitly identified by the City within the CMP approval documentation as having a legal nonconforming or nonconforming status.
  - (b) Proposed land uses and development which are located within the Campus Development zoning district, and which are consistent with the approved Campus Plan Graphic and/Campus Plan

Development Inventory, shall be considered, reviewed and approved prior to the time of their development, per Section 18-166.

- (c) Specific land uses and development within the Campus Development zoning district which are inconsistent with an approved CMP shall be reviewed as conditional uses. See Section 18-166 for expired CMPs.
  - (d) A Planned Development may be proposed, considered and approved within any portion of the area of an approved CMP, and if approved, shall supersede explicitly approved provisions of the CMP and the Zoning Ordinance, for the area included within the boundaries of the Planned Development.
  - (e) Land Uses which are proposed, but not listed in Section 18-41 Article III, shall be subject to the rules of interpretation and appeals governing the Zoning Ordinance.
- (6) Land Uses in an Approved Campus Master Plan. Any use listed in Article III of this chapter may be incorporated into a Campus Master Plan as either permitted by right or as a Conditional Use, provided they are listed in the Campus Master Plan and approved by the Common Council.
- (7) Principal Uses Permitted by Right. Refer to Article III for detailed definitions and requirements for each of the following land uses.
- (a) Central Area
    - 1. Single Family
    - 2. Two Flat
    - 3. Twin House
    - 4. Duplex
    - 5. Townhouse (3-8 units per building)
    - 6. Multiplex (3-8 units per building)
    - 7. Apartment (3-24+ units per building)
    - 8. Community Garden
    - 9. Small Scale Indoor Institutional
    - 10. Large Scale Indoor Institutional
    - 11. Passive Outdoor Recreation
    - 12. Active Outdoor Recreation
    - 13. Intensive Outdoor Recreation
    - 14. Essential Services
    - 15. Small Scale Public Services and Utilities
    - 16. Institutional Residential
    - 17. Office
    - 18. Personal or Professional Service
    - 19. Artisan Studio
    - 20. Indoor Sales or Service (under 10,000 gross square feet)
    - 21. Indoor Commercial Entertainment
    - 22. Outdoor Commercial Entertainment

- ~~23. Commercial Indoor Lodging~~
- ~~24. Boarding House~~
- ~~25. Research, Development, and Related Manufacturing~~
- ~~26. Indoor Food Production~~
- ~~27. Indoor Storage and Wholesaling~~
- ~~28. Outdoor Storage and Wholesaling~~
- ~~29. Transit Center~~
- ~~30. Airport~~
- ~~31. Heliport~~
- ~~32. Off-Site Parking~~
- ~~33. Communication Antenna~~
- ~~34. Communication Tower~~
- ~~(b) Peripheral Area~~
  - ~~1. Single Family~~
  - ~~2. Two Flat~~
  - ~~3. Twin House~~
  - ~~4. Duplex~~
  - ~~5. Townhouse (3-4 units per building)~~
  - ~~6. Multiplex (3-4 units per building)~~
  - ~~7. Apartment (3-4 units per building)~~
  - ~~8. Small Scale Indoor Institutional~~
  - ~~9. Passive Outdoor Recreation~~
  - ~~10. Active Outdoor Recreation~~
  - ~~11. Essential Services~~
  - ~~12. Small Scale Public Services and Utilities~~
  - ~~13. Office~~
  - ~~14. Personal or Professional Service~~
  - ~~15. Artisan Studio~~
  - ~~16. Indoor Sales or Service (under 10,000 gross square feet)~~
  - ~~17. Indoor Commercial Entertainment~~
  - ~~18. Off-Site Parking~~
  - ~~19. Communication Antenna~~
- ~~(8) Principal Uses Permitted as Conditional Use. Refer to Article III for detailed definitions and requirements for each of the following land uses:~~
  - ~~(a) Central Area~~
    - ~~1. Market Garden~~

2. Community Living Arrangement (1-16+ Residents)
3. Indoor Sales or Service (over 10,000 gross square feet)
4. Outdoor Display
5. In-Vehicle Sales or Service
6. Bed and Breakfast
7. Group Daycare Center
8. Animal Boarding
9. Tourist House
10. Campground
11. Light Industrial

(b) Peripheral Area

1. Townhouse (5-8 units per building)
2. Multiplex (5-8 units per building)
3. Apartment (5-24+ units per building)
4. Community Garden
5. Large Scale Indoor Institutional
6. Intensive Outdoor Recreation
7. Institutional Residential
8. Indoor Sales or Service (over 10,000 gross square feet)
9. Indoor Commercial Entertainment
10. Outdoor Commercial Entertainment
11. In-Vehicle Sales or Service
12. Commercial Indoor Lodging
13. Boarding House
14. Tourist House
15. Campground
16. Group Daycare Center
17. Group Daycare Center
18. Research, Development, and Related Manufacturing
19. Indoor Food Production
20. Indoor Storage and Wholesaling
21. Outdoor Storage and Wholesaling
22. Transit Center
23. Airport
24. Communication Tower

(9) Accessory Uses Permitted by Right. Refer to Article III for detailed definitions and requirements for each of the following land uses:

(a) Central Area

1. Satellite Dish
2. Personal Antenna and Tower
3. In-Home Daycare (4-8 children)
4. Residential Accessory Building
5. Residential Accessory Building
6. Nonresidential Accessory Building
7. Landscape Feature
8. Deck
9. Recreational Facility
10. Solar Energy System
11. Onsite Ancillary Use

(b) Peripheral Area

1. Satellite Dish
2. Personal Antenna and Tower
3. In-Home Daycare (4-8 children)
4. Residential Accessory Building
5. Incidental Outdoor Display
6. Residential Accessory Building
7. Nonresidential Accessory Building
8. Landscape Feature
9. Deck
10. Recreational Facility
11. Solar Energy System
12. Onsite Ancillary Use

(10) Accessory Uses Permitted as Conditional Use. Refer to Article III for detailed definitions and requirements

(a) Central Area

1. Small Wind Energy System
2. Solar Energy System

(b) Peripheral Area

1. Small Wind Energy System
2. Solar Energy System

(11) Temporary Uses. Refer to Article III for detailed definitions and requirements for each of the following land uses. (Exempt from setbacks unless specified in Article III or CMP.)

~~(a) Central Area~~

- ~~1. Temporary Outdoor Sales~~
- ~~2. Temporary Outdoor Assembly~~
- ~~3. Temporary Construction Storage~~
- ~~4. Temporary Contractor's Project Office~~
- ~~5. Temporary On Site Real Estate Sales Office~~
- ~~6. Farmer's Market~~
- ~~7. Garage or Estate Sale~~

~~(b) Peripheral Area~~

- ~~1. Temporary Outdoor Sales~~
- ~~2. Temporary Outdoor Assembly~~
- ~~3. Temporary Construction Storage~~
- ~~4. Temporary Contractor's Project Office~~
- ~~5. Temporary On Site Real Estate Sales Office~~
- ~~6. Farmer's Market~~
- ~~7. Garage or Estate Sale~~

(12) Height, Bulk and Intensity Requirements for the (CD) Campus Development District:

	Central Area	Peripheral Area
Minimum Lot Area	Per CMP or Conditional Use Criteria	
Maximum Building Coverage of Lot	Per CMP or Conditional Use Criteria	
Minimum Lot Width	Per CMP or Conditional Use Criteria	
Minimum Setbacks	Per CMP or Conditional Use Criteria	
Major Street Setback	Minimum of 50 feet or mean of adjoining lots (see Section 18-12 and 18-72)	
Maximum Principal Building Height	Per CMP or Conditional Use Criteria	50 feet
Minimum Principal Building Separation (multi-structure developments on shared lots)	10 feet	
Minimum Pavement Setback (lot line to pavement; excludes driveway entrances and lots that are 50 feet wide or less)	Per CMP or Conditional Use Criteria	
Minimum Parking Required	Per CMP or Conditional Use Criteria	
Minimum Garage Door Setback to Alley (if applicable)	Per CMP or Conditional Use Criteria	
Accessory Building Side Setback	Per CMP or Conditional Use Criteria	
Accessory Building Rear Setback	Per CMP or Conditional Use Criteria	
Maximum Detached Accessory Building Height	Per CMP or Conditional Use Criteria	

SECTION 2. Section 18-54 of the Marshfield Municipal Code is hereby amended to read as follows:

**Section 18-54: Table of Land Uses**

**Section 18-54: Table of Land Uses**

The Table of Land Uses on the following pages is provided as a convenience for the Zoning Administrator and the general public. Where there are conflicts between the text of this Chapter and any the Table of Land Uses, the text shall prevail.

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
																			Dwelling Unit Type
P	P	P	P	P	P	P	P	P	P		P						P	P	(1) Single family 35 acre lot
C	P	P	P	P	P	P	P	P	P		P						P	P	(1) Single family 40,000 sq. ft. lot
	P	P	P	P	P	P	P	P	P		P						P	P	(1) Single family 21,000 sq. ft. lot
	P	P	P	P	P	P	P	P	P		P						P	P	(1) Single family 14,000 sq. ft. lot
		P	P	P	P	P	P	P	P		P						P	P	(1) Single family 10,000 sq. ft. lot
		P	P	P	P	P	P	P	P		P						P	P	(1) Single family 8,700 sq. ft. lot
			P	P	P	P	P	P	P		P						P	P	(1) Single family 6,000 sq. ft. lot
				P	P	P	P		P		P						P	P	(2) Two Flat 6,000 sq. ft. lot
					P	P	P				C						P	P	(3) Twin House 2 3,000 sq. ft. lots

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
					P	P	P				C						P	P	(4) Duplex 6,000 sq. ft. lot
						P	P		P	C	C	C					P	P	(5) Townhouse 3-4 units
						C	P		C	C	C	C					P	P	(5) Townhouse 5-8 units
						P	P		P	C	C	C					P	P	(6) Multiplex 3-4 units
						C	P		C	C	C	C					P	P	(6) Multiplex 5-8 units
						C	C										P	P	(6) Multiplex 9 – 12 units
							C										P	P	(g) Multiplex 13+ units
						P	P		P	C	C	C					P	P	(7) Apartment 3-4 units
						C	P		C	C	C	C					P	P	(7) Apartment 5-8 units
						C	C			C	C	C					P	P	(7) Apartment 9-12 units
							C			C	C	C					P	P	(7) Apartment 13+ units
								P									P	P	(8) Mobile Home 6,000 sq. ft. lot
								P									P	P	(9) Mobile Home Subdivision 6,000 sq. ft. lot
								C									P	P	(10) Mobile Home Park 4,500 sq. ft. per du; 5 acre minimum lot size
									P	P	P	P					P	P	(11) Mixed Use Dwelling Unit(s)

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	<p><b>Land Uses Permitted:</b></p> <p>Refer to the detailed definitions and requirements listed for each land use on the following pages.</p> <p>P: By Right C: By Conditional Use Permit</p>
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																			Agricultural Land Uses		
P														P	P	P				(1) Cultivation	
P																				(2) Husbandry	
C																				(3) On-Site Agricultural Retail	
P																C				(4) Intensive Agriculture	
C														C	C					(5) Agricultural Services	
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(6) Community Garden	
C									C	C	C	C				C				(7) Market Garden	
																			Institutional Land Uses		
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(1) Small Scale Indoor Institutional	
C	C	C	C	C	C	C	C	C	C	P	C	P	C	C	C	C				(2) Large Scale Indoor Institutional	
															C					(3) Correctional Institutional	
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				(4) Outdoor Open Space Institutional	
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				(5) Passive Outdoor Recreation	
P	P	P	P	P	P	P	P	P	P	P	P	P	C	C	C	P				(6) Active Outdoor Recreation	
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P				(7) Essential Services	

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(8) Small Scale Public Services and Utilities
C														C					(9) Large Scale Public Services and Utilities
						C	P		C	C	C	C				C			(10) Institutional Residential
P	P	P	P	P	P	P	P	P	P	P	P	C				C			(11) Comm. Living Arrangement 1-8
					P	P	P		C	C	C	C				C			(12) Comm. Living Arrangement 9-15
						C	C		C	C	C	C				C			(13) Comm. Living Arrangement 16+
<b>Commercial Land Uses</b>																			
									P	P	P	P	P	P	P	P	P	P	(1) Office
									P	P	P	P	P	P	P	P	P	P	(2) Personal or Professional Service
C									P	P	P	P	P	P	P	P	P	P	(3) Artisan Studio
									P	P	P	P		P	C		P/C	P/C	(4) Indoor Sales or Service
									C	P	P	P			C				(5) Outdoor Display
									P	P	P	P							(6) Indoor Commercial Entertainment
									C	C	C	C							(7) Outdoor Commercial Entertainment

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
C									C	C	C	C				C	P	P	(8) Intensive Outdoor Recreation
									C	P	C	C					P	P	(9) In-Vehicle Sales or Service
C						C	C		C	P	C	C					P	P	(10) Bed and Breakfast
									C	P	C	C					P	P	(11) Commercial Indoor Lodging
						C	C		C	C	C	C					P	P	(12) Boarding House
									C	C	C	C					P	P	(13) Tourist House
C															C		P	P	(14) Campground
						C	C		C	C	C	C	C			C	P	P	(15) Group Daycare Center
C													C	C	C		P	P	(16) Animal Boarding
									P	P	P	P	P	P	P	P	P	P	(17) Indoor Maintenance Service
										C	C			C	C		P	P	(18) Outdoor Maintenance Service
										P	C						P	P	(19) Vehicle Sales
										P	C				C		P	P	(20) Vehicle Service
										P	C				C		P	P	(21) Vehicle Repair
															C		P	P	(22) Sexually-Oriented Land Use

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	
<b>Industrial Land Uses</b>																			
										C		C	P	P	P	C	P	P	(1) Light Industrial
															P		P	P	(2) Heavy Industrial
													P	P	P	P	P	P	(3) Research, Development, and Related Manufacturing
C														C	P		P	P	(4) Production Greenhouse
C														C	P		P	P	(5) Indoor Food Production
<b>Storage Uses</b>																			
C													P	P	P		P	P	(1) Indoor Storage and Wholesaling
														C	P		P	P	(2) Outdoor Storage and Wholesaling
														C	C		P	P	(3) Personal Storage Facility
<b>Transportation Land Uses</b>																			
							C		C	C	C	C	C			C	P	P	(1) Transit Center
													C	C	P		P	P	(2) Distribution Center
														C	P		P	P	(3) Freight Terminal
C																	P	P	(4) Airport
																	P	P	(5) Heliport
								C	C	C	C	C	C	C	C	C	P	P	(6) Off-Site Parking

**Land Uses Permitted:**  
Refer to the detailed definitions and requirements listed for each land use on the following pages.  
P: By Right  
C: By Conditional Use Permit

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
																	C	C	
<b>Telecommunication Land Uses</b>																			
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(1) Satellite Dish
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(2) Personal Antenna and Tower
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(4) Communication Antenna
C									C	C	C	C	C	P	P	C			(5) Communication Tower
<b>Extraction and Disposal Land Uses</b>																			
C																C			(1) Extraction
C																C			(2) Composting
																C			(3) Recycling and Waste Disposal
																C			(4) Salvage or Junkyard
																C			(5) Sand and Mineral Processing
<b>Energy Production Land Uses</b>																			
C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C			(1) Small Wind Energy System
P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	(2) Solar Energy System
<b>Accessory Land Uses</b>																			
P	P	P	P	P	P	P	P	P	P	P	P	P							(1) Minor Home Occupation
C	C	C	C	C	C	C	C	C	P	P	P	P							(2) Conditional Home Occupation
P	P	P	P	P	P	P	P	P	P		P								(3) In-Home Daycare 4-8 Children
P	P	P	P	P	P	P	P	P	P		P								(4) In-Family Suite

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
					C	C	C	C	C		C						P	P	(5) Accessory Dwelling Unit
P																	P	P	(6) Farm Residence
C																	P	P	(7) Migrant Employee Housing
P	P	P	P	P	P	P	P	P	P	P	P	P					P	P	(8) Residential Accessory Building
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(9) Nonresidential Accessory Building
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(10) Recreational Facility
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(11) Landscape Feature
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(12) Deck
P	P	P	P	P	P	P	P	P	P	P	P						P	P	(13) Residential Kennel
P																	P	P	(14) Residential Stable
P													P	P	P		P	P	(15) Outdoor Wood Boiler
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(16) On-Site Parking
P									P	P	P	P	P	P	P	P	P	P	(17) Company Cafeteria
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(18) Onsite Ancillary Use
Temporary Land Uses																			
P																	P	P	(1) Temporary Farm Product Sales
P								P	P	P	P	P	P	P	P	P	P	P	(2) Temporary Outdoor Sales

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(3) Temporary Outdoor Assembly
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(4) Temporary Shelter Structure
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(5) Temporary Storage Container
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(6) Temporary Construction Storage
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(7) Temporary Contractor’s Project Office
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(8) Temporary On-Site Real Estate Sales Office
P	P	P	P	P	P	P											P	P	(9) Temporary Relocatable Building
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	(10) Garage or Estate Sale
P								P	P	P	P				P	P	P	P	(11) Farmer’s Market

SECTION 11. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 12. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 13. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

\_\_\_\_\_  
Chris L. Meyer, Mayor

ATTEST: \_\_\_\_\_  
Deb M. Hall, City Clerk

## ORDINANCE NO. 1316

### **An Ordinance amending Sections 18-42 and 18-54, of the City of Marshfield Municipal Code pertaining to amending the allowable uses in the “CD” Campus Development District.**

The Common Council of the City of Marshfield do hereby ordain as follows:

SECTION 1. Section 18-42 of the Marshfield Municipal Code for the (CD) Campus Development District, is hereby amended to read as follows:

- (1) Intent. This district is intended to recognize the presence and importance of large-scale governmental, office, educational, medical, and research and development facilities in the City; to facilitate their development; and to coordinate their futures with those of their neighbors and the community as a whole. This district is also intended to:
  - (a) Permit appropriate campus growth, while minimizing adverse impacts associated with modifications, infill development, and/or expansion;
  - (b) Recognize the sharing of parking, green space, and other efficiencies that come with integrated campus planning and development;
  - (c) Balance the ability of a campus to evolve and the public benefits associated with such development, with the need to protect the livability and vitality of nearby properties and neighborhoods; and,
  - (d) Encourage the preparation of campus master plans that establish full conforming zoning status, facilitate predictable campus development, and enable nearby property owners, residents and the community to understand short-term development proposals, impacts and mitigation strategies within the context of long-term development possibilities.
- (2) See Section 18-166 for the process to establish Campus Development Zoning.
- (3) See Section 18-166(5) for the Campus Master Plan requirements.
- (4) Interim Campus Development Zoning. The following shall apply to properties zoned Campus Development prior to the adoption of a Campus Master Plan.
  - (a) All existing land uses, structures, paved areas, and lots are legal conforming, consistent with Article V.
  - (b) All future land uses, structures, and paved areas shall be regulated as conditional uses per the requirements of Section 18-161.
  - (c) All future development is exempt from the requirements of Section 18-114 Group and Large Developments.
- (5) Land Use Regulations
  - (a) All land uses and development (including buildings, structures, paved areas, fixtures, landscaping and signage) existing as of the date of CMP approval which are depicted on the approved Campus Existing Conditions Graphic and/or listed on the approved Campus Existing Development Inventory, shall be considered as fully legal, conforming land uses and development, unless explicitly identified by the City within the CMP approval documentation as having a legal nonconforming or nonconforming status.
  - (b) Proposed land uses and development which are located within the Campus Development zoning district, and which are consistent with the approved Campus Plan Graphic and/Campus Plan

Development Inventory, shall be considered, reviewed and approved prior to the time of their development, per Section 18-166.

- (c) Specific land uses and development within the Campus Development zoning district which are inconsistent with an approved CMP shall be reviewed as conditional uses. See Section 18-166 for expired CMPs.
  - (d) A Planned Development may be proposed, considered and approved within any portion of the area of an approved CMP, and if approved, shall supersede explicitly approved provisions of the CMP and the Zoning Ordinance, for the area included within the boundaries of the Planned Development.
  - (e) Land Uses which are proposed, but not listed in Article III, shall be subject to the rules of interpretation and appeals governing the Zoning Ordinance.
- (6) Land Uses in an Approved Campus Master Plan. Any use listed in Article III of this chapter may be incorporated into a Campus Master Plan as either permitted by right or as a Conditional Use, provided they are listed in the Campus Master Plan and approved by the Common Council.
- (7) Height, Bulk and Intensity Requirements for the (CD) Campus Development District:

	Central Area	Peripheral Area
Minimum Lot Area	Per CMP or Conditional Use Criteria	
Maximum Building Coverage of Lot	Per CMP or Conditional Use Criteria	
Minimum Lot Width	Per CMP or Conditional Use Criteria	
Minimum Setbacks	Per CMP or Conditional Use Criteria	
Major Street Setback	Minimum of 50 feet or mean of adjoining lots (see Section 18-12 and 18-72)	
Maximum Principal Building Height	Per CMP or Conditional Use Criteria	50 feet
Minimum Principal Building Separation (multi-structure developments on shared lots)	10 feet	
Minimum Pavement Setback (lot line to pavement; excludes driveway entrances and lots that are 50 feet wide or less)	Per CMP or Conditional Use Criteria	
Minimum Parking Required	Per CMP or Conditional Use Criteria	
Minimum Garage Door Setback to Alley (if applicable)	Per CMP or Conditional Use Criteria	
Accessory Building Side Setback	Per CMP or Conditional Use Criteria	
Accessory Building Rear Setback	Per CMP or Conditional Use Criteria	
Maximum Detached Accessory Building Height	Per CMP or Conditional Use Criteria	

**SECTION 2.** Section 18-54 of the Marshfield Municipal Code is hereby amended to read as follows:

## Section 18-54: Table of Land Uses

The Table of Land Uses on the following pages is provided as a convenience for the Zoning Administrator and the general public. Where there are conflicts between the text of this Chapter and any the Table of Land Uses, the text shall prevail.

	Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
																				Dwelling Unit Type
P	P	P	P	P	P	P	P	P	P		P							P/C	P/C	(1) Single family 35 acre lot
C	P	P	P	P	P	P	P	P	P		P							P/C	P/C	(1) Single family 40,000 sq. ft. lot
	P	P	P	P	P	P	P	P	P		P							P/C	P/C	(1) Single family 21,000 sq. ft. lot
	P	P	P	P	P	P	P	P	P		P							P/C	P/C	(1) Single family 14,000 sq. ft. lot
		P	P	P	P	P	P	P	P		P							P/C	P/C	(1) Single family 10,000 sq. ft. lot
		P	P	P	P	P	P	P	P		P							P/C	P/C	(1) Single family 8,700 sq. ft. lot
			P	P	P	P	P	P	P		P							P/C	P/C	(1) Single family 6,000 sq. ft. lot
				P	P	P	P		P		P							P/C	P/C	(2) Two Flat 6,000 sq. ft. lot
					P	P	P				C							P/C	P/C	(3) Twin House 2 3,000 sq. ft. lots
					P	P	P				C							P/C	P/C	(4) Duplex 6,000 sq. ft. lot
						P	P		P	C	C	C						P/C	P/C	(5) Townhouse 3-4 units
							C	P		C	C	C						P/C	P/C	(5) Townhouse 5-8 units
							P	P		P	C	C	C					P/C	P/C	(6) Multiplex 3-4 units
							C	P		C	C	C	C					P/C	P/C	(6) Multiplex 5-8 units
							C	C										P/C	P/C	(6) Multiplex 9 – 12 units
								C										P/C	P/C	(g) Multiplex 13+ units
							P	P		P	C	C	C					P/C	P/C	(7) Apartment 3-4 units

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
						C	P		C	C	C	C					P/ C	P/ C	(7) Apartment 5-8 units
						C	C			C	C	C					P/ C	P/ C	(7) Apartment 9-12 units
							C			C	C	C					P/ C	P/ C	(7) Apartment 13+ units
								P									P/ C	P/ C	(8) Mobile Home 6,000 sq. ft. lot
								P									P/ C	P/ C	(9) Mobile Home Subdivision 6,000 sq. ft. lot
								C									P/ C	P/ C	(10) Mobile Home Park 4,500 sq. ft. per du; 5 acre minimum lot size
									P	P	P	P					P/ C	P/ C	(11) Mixed Use Dwelling Unit(s)
<b>Agricultural Land Uses</b>																			
P													P	P	P		P/ C	P/ C	(1) Cultivation
P																	P/ C	P/ C	(2) Husbandry
C																	P/ C	P/ C	(3) On-Site Agricultural Retail
P															C		P/ C	P/ C	(4) Intensive Agriculture
C														C	C		P/ C	P/ C	(5) Agricultural Services
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/ C	P/ C	(6) Community Garden
C									C	C	C	C				C	P/ C	P/ C	(7) Market Garden
<b>Institutional Land Uses</b>																			
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/ C	P/ C	(1) Small Scale Indoor Institutional
C	C	C	C	C	C	C	C	C	C	P	C	P	C	C	C	C	P/ C	P/ C	(2) Large Scale Indoor Institutional
															C		P/ C	P/ C	(3) Correctional Institutional
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/ C	P/ C	(4) Outdoor Open Space Institutional
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/ C	P/ C	(5) Passive Outdoor Recreation

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
P	P	P	P	P	P	P	P	P	P	P	P	P	C	C	C	P	P/C	P/C	(6) Active Outdoor Recreation
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(7) Essential Services
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(8) Small Scale Public Services and Utilities
C														C			P/C	P/C	(9) Large Scale Public Services and Utilities
						C	P		C	C	C	C				C	P/C	P/C	(10) Institutional Residential
P	P	P	P	P	P	P	P	P	P	P	P	C				C	P/C	P/C	(11) Comm. Living Arrangement 1-8
					P	P	P		C	C	C	C				C	P/C	P/C	(12) Comm. Living Arrangement 9-15
						C	C		C	C	C	C				C	P/C	P/C	(13) Comm. Living Arrangement 16+
<b>Commercial Land Uses</b>																			
									P	P	P	P	P	P	P	P	P/C	P/C	(1) Office
									P	P	P	P	P	P	P	P	P/C	P/C	(2) Personal or Professional Service
C									P	P	P	P	P	P	P	P	P/C	P/C	(3) Artisan Studio
									P	P	P	P		P	C		P/C	P/C	(4) Indoor Sales or Service
									C	P	P	P			C		P/C	P/C	(5) Outdoor Display
									P	P	P	P					P/C	P/C	(6) Indoor Commercial Entertainment
									C	C	C	C					P/C	P/C	(7) Outdoor Commercial Entertainment
C									C	C	C	C				C	P/C	P/C	(8) Intensive Outdoor Recreation
									C	P	C	C					P/C	P/C	(9) In-Vehicle Sales or Service
C						C	C		C	P	C	C					P/C	P/C	(10) Bed and Breakfast
									C	P	C	C					P/C	P/C	(11) Commercial Indoor Lodging
						C	C		C	C	C	C					P/C	P/C	(12) Boarding House

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
									C	C	C	C					P/C	P/C	(13) Tourist House
C															C		P/C	P/C	(14) Campground
						C	C		C	C	C	C	C			C	P/C	P/C	(15) Group Daycare Center
C													C	C	C		P/C	P/C	(16) Animal Boarding
									P	P	P	P	P	P	P	P	P/C	P/C	(17) Indoor Maintenance Service
										C	C			C	C		P/C	P/C	(18) Outdoor Maintenance Service
									P	C							P/C	P/C	(19) Vehicle Sales
									P	C					C		P/C	P/C	(20) Vehicle Service
									P	C					C		P/C	P/C	(21) Vehicle Repair
															C		P/C	P/C	(22) Sexually-Oriented Land Use
<b>Industrial Land Uses</b>																			
										C		C	P	P	P	C	P/C	P/C	(1) Light Industrial
															P		P/C	P/C	(2) Heavy Industrial
													P	P	P	P	P/C	P/C	(3) Research, Development, and Related Manufacturing
C														C	P		P/C	P/C	(4) Production Greenhouse
C														C	P		P/C	P/C	(5) Indoor Food Production
<b>Storage Uses</b>																			
C													P	P	P		P/C	P/C	(1) Indoor Storage and Wholesaling
														C	P		P/C	P/C	(2) Outdoor Storage and Wholesaling
														C	C		P/C	P/C	(3) Personal Storage Facility
<b>Transportation Land Uses</b>																			
						C		C	C	C	C	C				C	P/C	P/C	(1) Transit Center

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
													C	C	P		P/C	P/C	(2) Distribution Center
														C	P		P/C	P/C	(3) Freight Terminal
C																	P/C	P/C	(4) Airport
																	P/C	P/C	(5) Heliport
									C	C	C	C	C	C	C	C	P/C	P/C	(6) Off-Site Parking
<b>Telecommunication Land Uses</b>																			
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(1) Satellite Dish
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(2) Personal Antenna and Tower
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(4) Communication Antenna
C									C	C	C	C	C	P	P	C	P/C	P/C	(5) Communication Tower
<b>Extraction and Disposal Land Uses</b>																			
C															C		P/C	P/C	(1) Extraction
C															C		P/C	P/C	(2) Composting
															C		P/C	P/C	(3) Recycling and Waste Disposal
															C		P/C	P/C	(4) Salvage or Junkyard
															C		P/C	P/C	(5) Sand and Mineral Processing
<b>Energy Production Land Uses</b>																			
C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	P/C	P/C	(1) Small Wind Energy System
P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	P/C	(2) Solar Energy System
<b>Accessory Land Uses</b>																			
P	P	P	P	P	P	P	P	P	P	P	P	P					P/C	P/C	(1) Minor Home Occupation
C	C	C	C	C	C	C	C	C	P	P	P	P					P/C	P/C	(2) Conditional Home Occupation

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
P	P	P	P	P	P	P	P	P	P		P						P	P	(3) In-Home Daycare 4-8 Children
P	P	P	P	P	P	P	P	P	P		P						P/C	P/C	(4) In-Family Suite
					C	C	C	C	C		C						P/C	P/C	(5) Accessory Dwelling Unit
P																	P/C	P/C	(6) Farm Residence
C																	P/C	P/C	(7) Migrant Employee Housing
P	P	P	P	P	P	P	P	P	P	P	P	P					P/C	P/C	(8) Residential Accessory Building
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(9) Nonresidential Accessory Building
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(10) Recreational Facility
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(11) Landscape Feature
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(12) Deck
P	P	P	P	P	P	P	P	P	P	P	P						P/C	P/C	(13) Residential Kennel
P																	P/C	P/C	(14) Residential Stable
P													P	P	P		P/C	P/C	(15) Outdoor Wood Boiler
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(16) On-Site Parking
P									P	P	P	P	P	P	P	P	P/C	P/C	(17) Company Cafeteria
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(18) Onsite Ancillary Use
Temporary Land Uses																			
P																	P/C	P/C	(1) Temporary Farm Product Sales
P									P	P	P	P	P	P	P	P	P/C	P/C	(2) Temporary Outdoor Sales
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(3) Temporary Outdoor Assembly
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(4) Temporary Shelter Structure
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(5) Temporary Storage Container

Rural Holding (RH-35)	Single Family Residential – 2 (SR-2)	Single Family Residential – 3 (SR-3)	Single Family Residential – 4 (SR-4)	Single Family Residential – 6 (SR-6)	Two Family Residential – 6 (TR-6)	Multi-Family Residential – 12 (MR-12)	Multi-Family Residential – 24 (MR-24)	Mobile Home – Residential – 8 (MH-8)	Neighborhood Mixed Use (NMU)	Community Mixed Use (CMU)	Urban Mixed Use (UMU)	Downtown Mixed Use (DMU)	Industrial Park (IP)	Light Industrial (LI)	General Industrial (GI)	Research and Development (RD)	Campus Development (CD) Central Area	Campus Development (CD) Peripheral Area	Land Uses Permitted: Refer to the detailed definitions and requirements listed for each land use on the following pages.  P: By Right C: By Conditional Use Permit
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(6) Temporary Construction Storage
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(7) Temporary Contractor’s Project Office
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(8) Temporary On-Site Real Estate Sales Office
P	P	P	P	P	P	P											P/C	P/C	(9) Temporary Relocatable Building
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P/C	P/C	(10) Garage or Estate Sale
P									P	P	P	P				P	P/C	P/C	(11) Farmer’s Market

SECTION 3. Savings Clause. If any provision of this Ordinance shall be less restrictive than applicable state statute or in conflict with such statutes, as they exist at passage hereof or as they may hereafter be amended, then, in such case, the state statute shall supersede the provision hereof to the extent applicable.

SECTION 4. Severability. If any provision of this Ordinance is found to be unconstitutional or otherwise contrary to law, then such provision shall be deemed void and severed from the Ordinance and the remainder of this Ordinance shall continue in full force and effect.

SECTION 5. This ordinance shall take effect and be in force from and after the day after its passage and publication as provided by law.

ADOPTED: \_\_\_\_\_

\_\_\_\_\_  
Chris L. Meyer, Mayor

APPROVED: \_\_\_\_\_

ATTEST: \_\_\_\_\_

PUBLISHED: \_\_\_\_\_

Deb M. Hall, City Clerk

City of Marshfield  
City Hall Plaza  
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Finance Director  
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**TO:** MAYOR AND COMMON COUNCIL  
**FROM:** KEITH R. STREY, FINANCE DIRECTOR  
**SUBJECT:** CONSIDERATION OF SHARED-RIDE TAXI CAB FARE RESTRUCTURING AND  
DISCONTINUING SHUTTLE BUS SERVICE  
**DATE:** 9/4/2015

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### BACKGROUND

Last month, the Common Council approved proceeding forward with exercising the contract option for shared-ride taxi services in 2016 with Running, Inc. and directed staff to prepare the 2016 contract for presentation at a later meeting of the Finance, Budget, and Personnel Committee. Action was necessary by the end of August to meet a 120 day notification requirement under terms of the contract with Running, Inc. as required by WI DOT to comply with grant requirements. With that requirement met, staff is taking the next steps to prepare the 2016 contract with Running, Inc. along with the Federal & State operating/capital grant applications.

### ANALYSIS

The purpose of the Federal Small Urban and Rural Public Transportation (Section 5311) program is to promote the general public good by providing financial assistance to surface public transportation systems as a shared-ride service. The Mayor and staff have held on-going discussions with Running, Inc. (similar to what was done previously with Radio Cab) to review the service, discuss issues and identify options for potential improvements.

Earlier this year, two options were identified as items for Common Council consideration in the future to eliminate confusion, increase administrative efficiency and maximize service hours for the primary service where the greatest need exists. Before presenting these options to the Common Council for consideration and direction, staff had an initial conversation with WI DOT officials overseeing the operating assistance grants to see if these potential changes could be made without jeopardizing federal & state grant funding. They responded that on initial conversation it appeared to them that they could be made with enough supporting justification and public discussion such as Common Council meetings and Public Hearing.

The first of two change options for consideration is fare restructuring. The City of Marshfield currently has two fares for shared ride taxi service within the city limits and another for the shuttle to Tomah. Current fares are: Full - \$4.85, Discounted (Senior/Disabled) - \$2.75 and Shuttle - \$17. In order to receive the discounted fare (excludes Tomah Shuttle), riders were previously required to obtain a card from the Mayor's office with supporting documentation for the type of discount requested (i.e. Senior status or doctor's note for disability). This process created confusion/frustration for riders, tough situations for riders/drivers/city staff alike as well as additional administrative cost for the City to use this approach. Earlier this year, the City's supply of cards ran out and the Mayor, staff and Running, Inc. agreed to discontinue issuing new cards and Running, Inc. would honor rider requests for discounts.

In analyzing the 2014 service statistics with Running, Inc., ridership increased in comparison to the last three years with Radio Cab, but the breakdown of ridership by fare types was relatively consistent overall as shown on the attached analysis. Over 81% of ridership fares are at the discounted rate over the last four years. That is notable as it indicates that the City has a potential option of simplifying the rate structure to address this challenges mentioned earlier. Further analysis would be required to determine what impact to the rates would be if the Common Council was interested in staff pursuing this for the 2016 contract with Running, Inc.

The second option for Common Council consideration is related a potential service change to help further address on-going wait time challenges. In previous years, wait time issues have routinely been reported by rider complaints. Prior to 2014, a contributing factor to wait time issues was that the City had a fleet of service vehicles that only included 2 of 13 vehicles being able to transport wheel chair passengers. Since then, the City has made significant progress on this front to address that situation. As reported last month, by the end of 2015, 9 of 13 vehicles will have this capability with significant cooperation and grant assistance from WI DOT. However, even with recent service and vehicle improvements, the City still receives calls about wait time concerns on more occasions than we should. During conversations on this issue with Running, Inc., they attribute this to peak time demand exceeding service hour availability as defined in the annual contract and operating grant limitations.

The City of Marshfield includes a unique additional option to its' shared-ride taxi service that most communities do not by requiring shuttle service to Tomah four days a week (Monday, Wednesday, Friday and Sunday). This takes approximately 5 hours of contracted service hours each day it is provided starting at 11:30 a.m., the additional vehicle mileage and additional cost per hour to the service. Riders using the shuttle service pay a higher fare as well, currently set at \$17 one-way. This current contract requirement commits up to 1,040 of 26,667 of total contracted hours annually (3.9% of service hours). When comparing the attached analysis of average shuttle ridership (0.21%) and the 3.9% contract commitment, it demonstrates a mismatch of contract service hour obligations to actual ridership. For 2014, only 169 shuttle trips out of the 92,316 total were provided. Shuttle service is on an overall declining trend on analysis and with wait time issues for service within the City, we are presenting the option of discontinuing the Shuttle Service to Tomah effective 1/1/16 for Common Council consideration to reallocate those service hours to service within the City of Marshfield.

#### RECOMMENDATION

Staff recommends that the Common Council directs staff to:

- 1). Perform the necessary analysis on potential restructuring of shared-ride taxi fares for presentation at a later date
- 2). Prepare the 2016 service contract for future approval to discontinue shuttle service to Tomah and reallocate those hours to the shared-ride taxi service within Marshfield.



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Concurrence – Steve Barg, City Administrator