

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, MAY 28, 2024 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

AGENDA

1. **Call to order and roll call:**
2. **Pledge of Allegiance.**
3. **Approval of the Consent Agenda (Alderspersons may request removal of item(s), or part thereof without debate or vote):**
 - A. **Approve minutes of the meeting held Tuesday, May 14, 2024**
 - B. **Approve City and Utility Reports:**
 - I. **Electric, Water and Sewer Sales Report – April 2024**
 - II. **Utility Related Write Offs for June - \$2,478.78**
 - C. **Minutes acknowledged for filing – Committee of the Whole: May 14**
 - D. **Approve request from the Plymouth School District to hold the annual Homecoming Parade on Friday, October 4, 2024 line up beginning 3 PM. Parade starts at Mill St. and Caroline St. going East to North St.**
 - E. **Approve Application for Event: Nourish Farms Inc. – Farmers Market, to be held Thursdays, June – October. Request Park Shelter Fee be Waived.**
 - F. **Approve Sidewalk Café Permit from Moxie located at 301 E Mill St.**
 - G. **Approve Temporary Class “B” Alcohol License for Generations – Summer Concert Series, to be held at 150 Douglas Dr. on June 18, July 16, August 20 and September 17 from 5 PM – 8 PM. Underage persons are requested to be on the premise.**
 - H. **Approve Temporary Class “B” Alcohol License for Generations – Trivia Fundraiser Event, to be held at 1500 Douglas Dr. on August 18 from 1 PM to 4 PM. Underage persons are requested to be on the premise.**
4. **Audience Comments: Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting.**
5. **Items removed from Consent Agenda:**
6. **Public Hearing followed by Discussion and Action:**
 - A. **No. 5 An Ordinance Amending Section 13-1-28 of the City of Plymouth, WI Zoning Code Regarding R6, High Density Multi-Family Residential District – Tim Blakeslee, City Administrator / Utilities Manager**
7. **New Business:**
 - A. **Appoint Carole O’Malley to Redevelopment Authority to fill Vacancy with a Term Ending August 2025 (Council Approval)– Mayor, Don Pohlman**
 - B. **Appoint Jane Meyer to Plan Commission to fill Vacancy with a Term Ending May 2026 (Mayor Appoints) – Mayor, Don Pohlman**
 - C. **Approval of Generations Funding Agreement - City Administrator/Utilities Manager, Tim Blakeslee**

D. Approval of CA Submission for Utilities Storage Building – City Administrator/Utilities Manager, Tim Blakeslee

- 8. Entertain a motion to go into closed session for the following:**
pursuant to Wis. Stat. 19-85 (1)(g) conferring with legal counsel for the government 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 regarding a claim from Andrea Fenner
- 9. Entertain a motion to go into open session**
- 10. Discussion and possible action on closed session item/s**
- 11. Adjourn to 7:00 PM on Tuesday, June 11, 2024**

It is likely a quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.

Please note that, 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, please contact the City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office at 900 County Road PP, Plymouth, WI or call 920-893-3853.

**CITY OF PLYMOUTH, WISCONSIN
TUESDAY, MAY 14, 2024 COMMON COUNCIL MEETING
7:00 PM COUNCIL CHAMBERS, ROOM 302
128 SMITH ST. PLYMOUTH, WI 53073**

UNOFFICIAL MINUTES

1. **Call to order and roll call:** Mayor Donald Pohlman called the meeting to order at 7:00 PM. On the call of the roll the following Alderpersons were present: Angie Matzdorf, Diane Gilson, Mike Penkwitz, Jeff Tauscheck, John Nelson, and Dave Herrmann. Also present were: City Administrator/Utilities Manager Tim Blakeslee, Police Chief Ken Ruggles, and City Clerk Anna Voigt.
2. **Pledge of Allegiance**
3. **Approval of the Consent Agenda (Alderpersons may request removal of item(s), or part thereof without debate or vote):** Motion was made by Tauscheck/Matzdorf to approve the consent agenda. Upon the call of the roll, all voted aye. Motion carried.
 - A. **Approve minutes of the meeting held Tuesday, April 30, 2024**
 - B. **Approve City and Utility Reports:**
 - I. **List of City & Utility Vouchers dated 04/01/2024 – 04/30/2024**
 - C. **Minutes acknowledged for filing – Committee of the Whole: April 30 – Community Television: April 8 – Library Board: April 1 – Plan Commission: May 2**
 - D. **Building Report for April 2024 – 47 permits at \$680,234**
 - E. **Approve Temporary Class “B” License for Plymouth Youth Athletic Association– Plymouth Youth Baseball Tournament, to be held on June 14, 2024 to June 16, 2024 from 8:00 AM-10:00 PM at Lions Park, Rotary Park, and Carl Loebe Field. Requesting Underage Persons on the Premise.**
 - F. **Approve Application for Event: Be An Angel Benefit – to be held June 22, 2024 from 9 AM – 9 PM**
 - G. **Approve Temporary Class “B” Beer license for Plymouth Intergenerational Coalition, 1500 Douglas Dr. Suite D on May 18, 2024 from 12 PM – 6 PM for Celebration of Life – Joann Van Horn Wieland. Underage persons are requested to be on the premise.**
 - H. **Approve Request to Sell a Surplus of Equipment**
 - I. **Approve Fire Chief Job Description**
4. **Audience Comments:** Citizens comments must be recognized by the mayor or presiding officer and are limited to three minutes per person from those signed in on the registration sheet located at the back of the Council Chambers prior to the start of the meeting. None
5. **Items removed from Consent Agenda:** None
6. **Oath of Office and Pinning Ceremony for Officer for Dylan Lindsley and Tyr:** Chief Ruggle said a few words introducing Officer Lindsley and K9 Officer Tyr. City Clerk Voigt administered the Oath of Office. Officer Lindsley’s significant other did the pinning of his badge.

7. **New Business:**

- A. **Announce Public Hearing to be held at Common Council for Comp Plan Amendment/Rezoning on June 25 for parcel 59271827945** – Mayor Pohlman announced the public hearing for June 25
- B. **Approve Certified Survey Map (CSM) for Lot 1, Csm Vol. 24, Pg.313, Lot 1 Csm Vol. 26, Pg. 18 And Part Of The Sw ¼ Of The Nw 1/4 , Being Located In The Sw ¼ And Sw/1/4 Of The Nw ¼, Section 16, Township 15, North, Range 21 East, City Of Plymouth, Sheboygan County, Wisconsin. (One Persnickety Place)** –City Administrator / Utilities Manager Blakeslee explained that this CSM is for Sargento’s LAG Building is considered legal non-conforming because it encroaches on the setback requirements of the Heavy Industrial. To facilitate an addition to the LAG building, the structure must be brought into conforming zoning status. A CSM, Comp Plan Amendment, and Rezoning are required to allow the current structure to meet zoning code requirements and to permit a potential future addition to the LAG building. A motion was made by Tauscheck/Nelson to approve the CSM as presented. Upon the call of the roll, all voted aye. Motion carried.
- C. **Approve Certified Survey Map (CSM) for A Redivision of Lots 2,3 and Outlot 1, CSM V.26 P.263-265, The SE ¼ Of The SE ¼ And The SW ¼ Of The SE ¼ Of Section 25, T15N, R21E, City of Plymouth Wisconsin, Sheboygan County, Wisconsin (Plymouth Cold Storage)** – City Administrator / Utilities Manager Blakeslee explained the City owns parcel 59271821065. The parcel primarily consists of unbuildable wetland and drainage pond serving the Blanks Ct. properties. Plymouth Cold Storage intends to expand its building on their property. The proposed expansion exceeds the 50% lot coverage limit specified in the zoning code. To comply with the zoning code’s lot coverage requirement, Plymouth Cold Storage is interested in purchasing a 70ft. swath to the east of the property. Motion was made by Binder/Tauscheck to approve the CSM as presented. Upon the call of the roll, all vote aye. Motion carried.
- D. **Approval of No-Build Zone Easement with Plymouth Cold Storage** – Attorney Fieber explained that the sale of land to Plymouth Cold Storage requires a No-Build Zone Easement. The easement will ensure that the area remains a wetland and drainage area. Motion was made by Nelson/Matzdorf to approve the No-Build Zone Easement for a portion of Parcel 59271821065. Upon the call of the roll, all voted aye. Motion carried.

8. **Entertain a Motion to go into Closed Session for the following:** Motion was made by Tauscheck/Herrmann to go into closed session. Upon the call of the roll, all voted aye. Motion carried.
- pursuant to Wis. Stat. 19-85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds or conducting other specified public business, whenever competitive or bargaining reasons require a closed session – Cheese Capital Winter Park Lease Negotiations / Land Sale Parcel 59271821073 / and Negotiations with SCEDC

9. **Adjourn to 7:00 PM on Tuesday, May 28, 2024:** Motion was made by Nelson/Matzdorf to adjourn the meeting. A unanimous aye vote was cast. Motion carried.

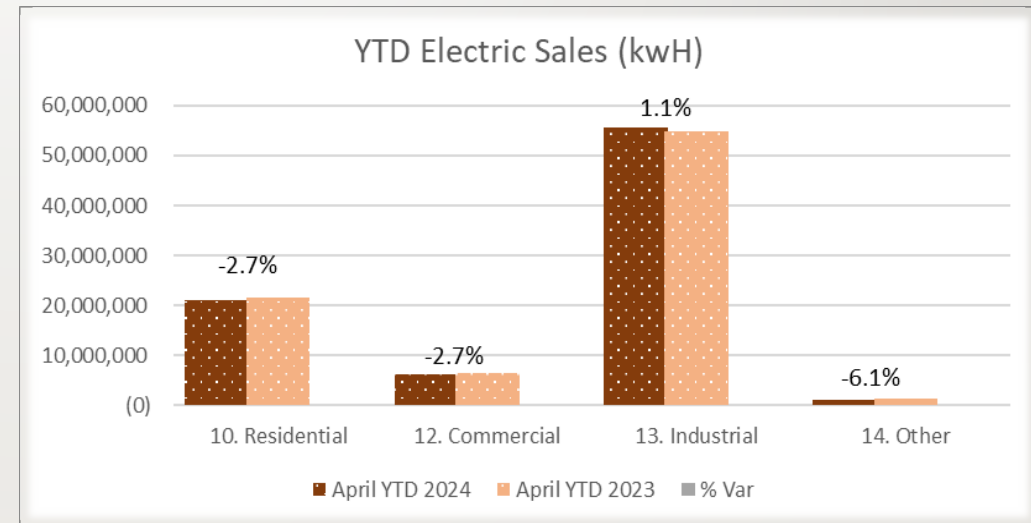
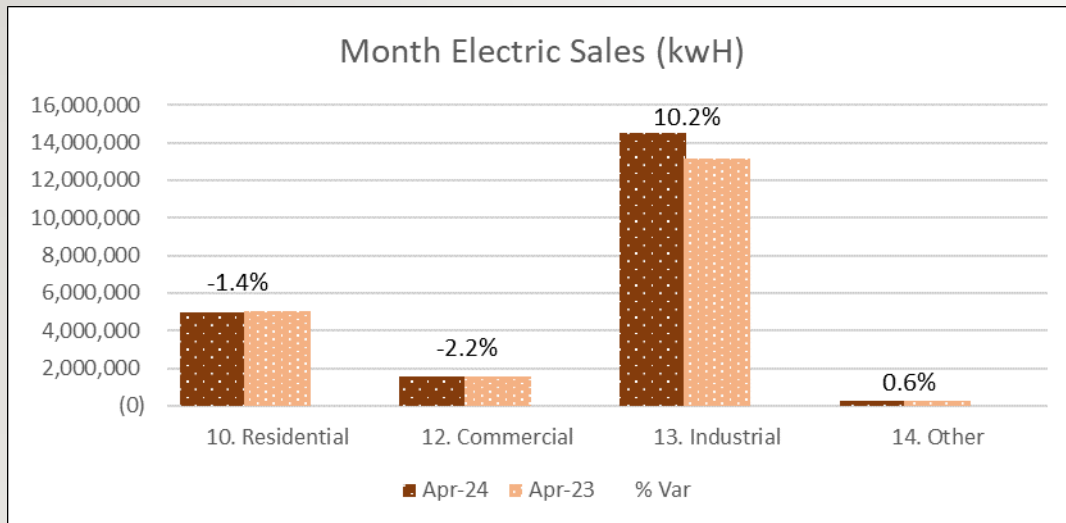


Plymouth Utilities

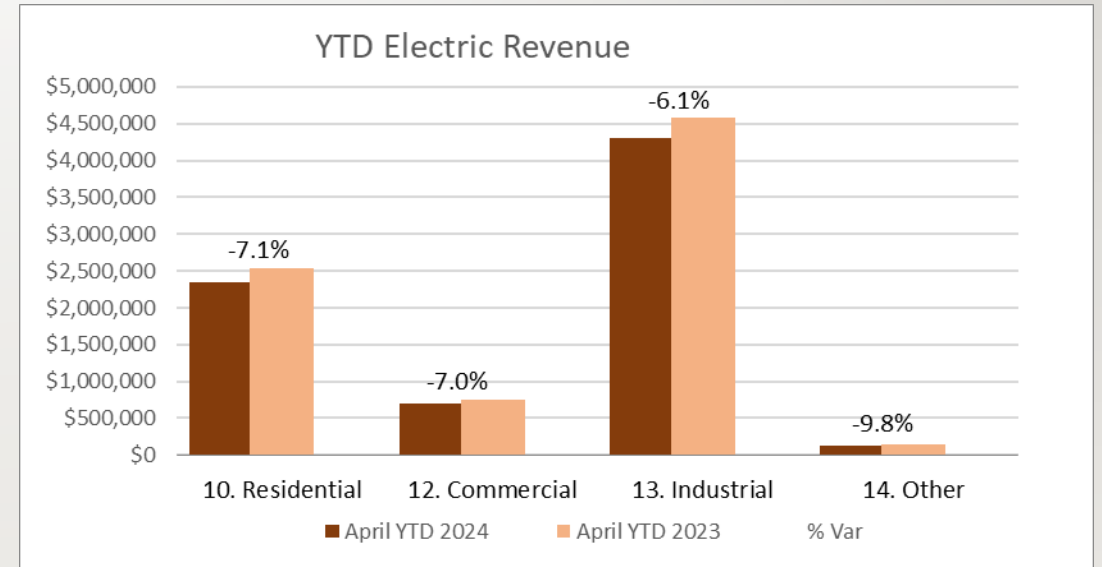
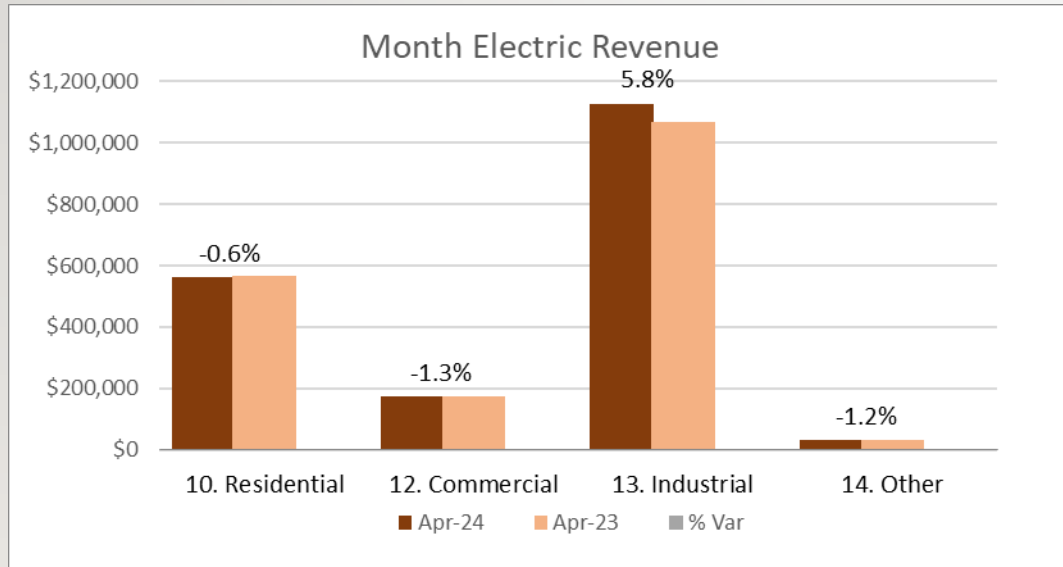
APRIL 2024

SALES & REVENUE

April 2024 Electric Sales

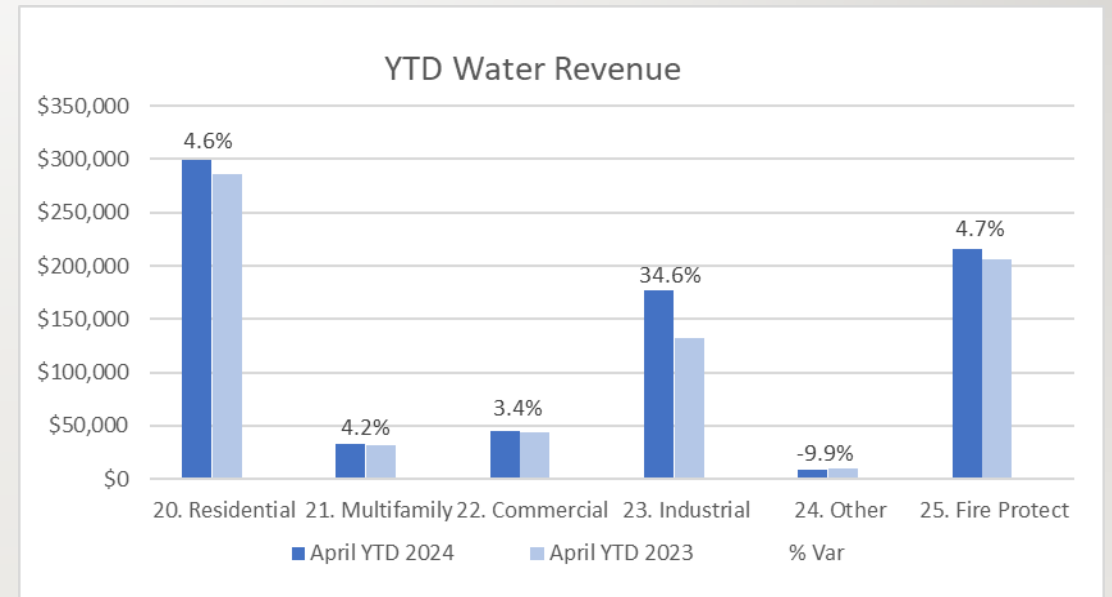
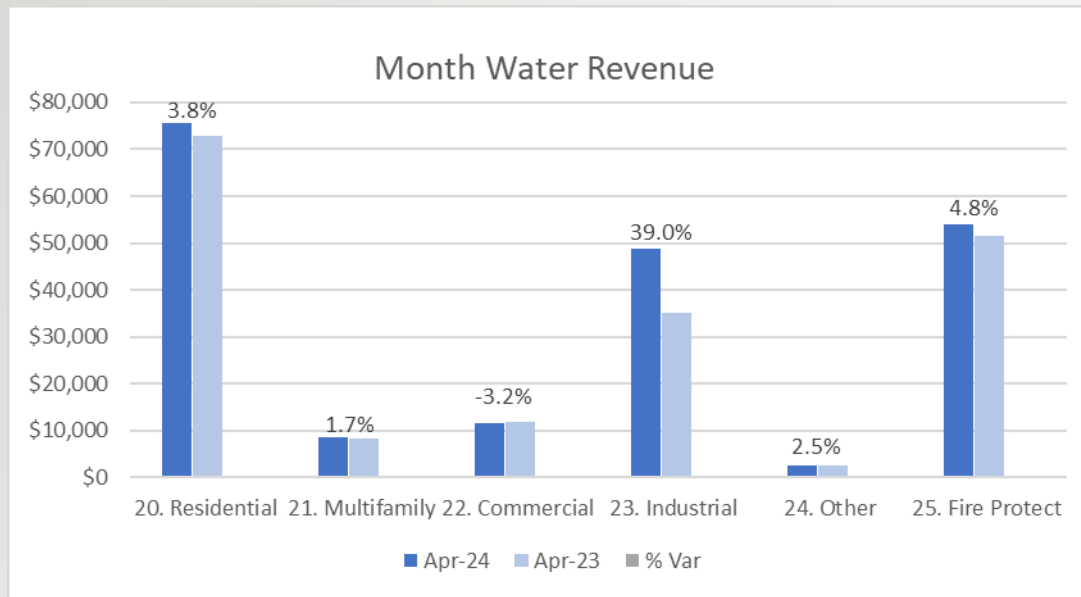


April 2024 Electric Revenue

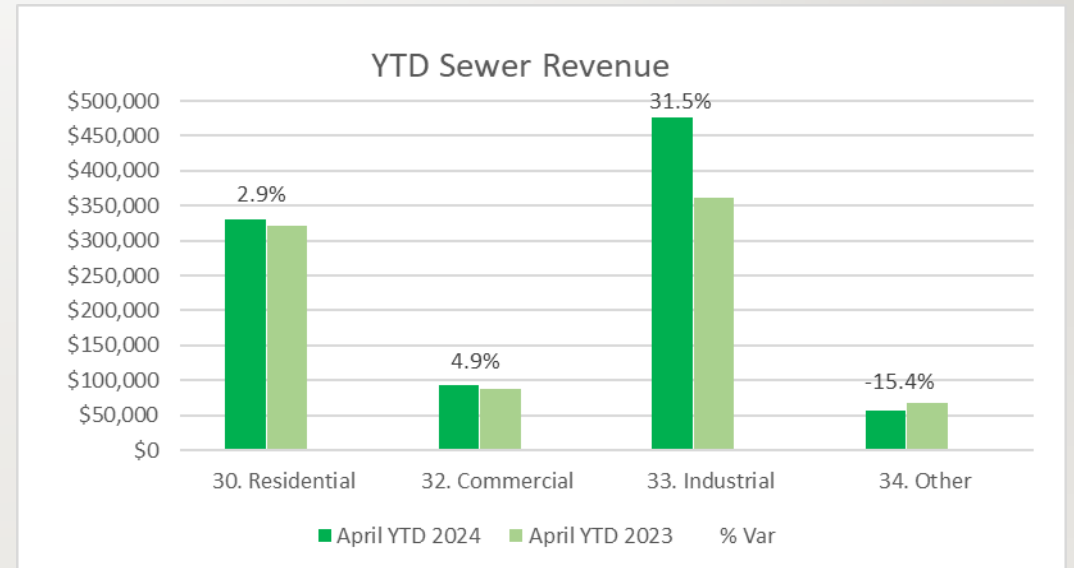
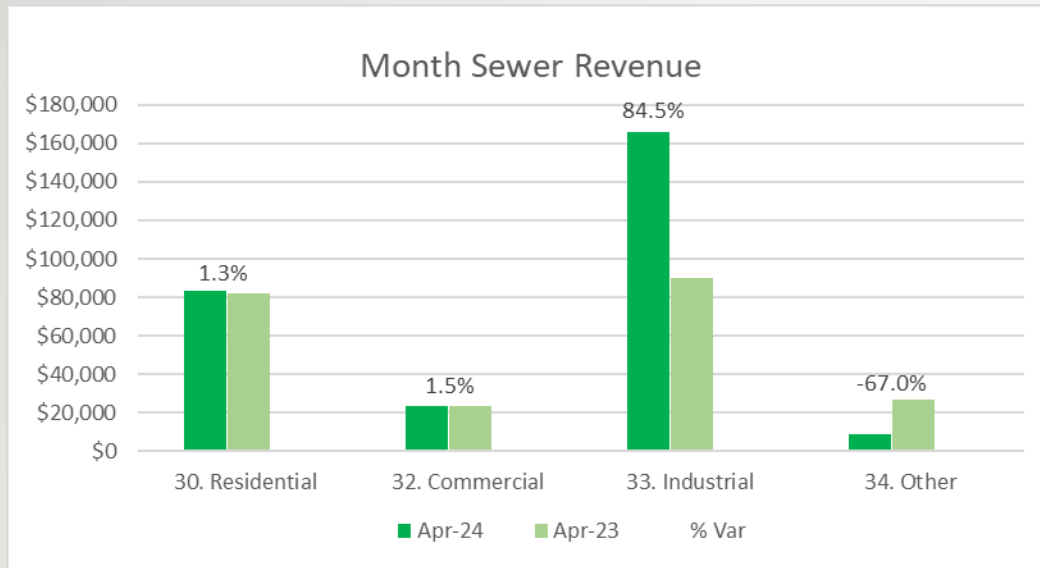


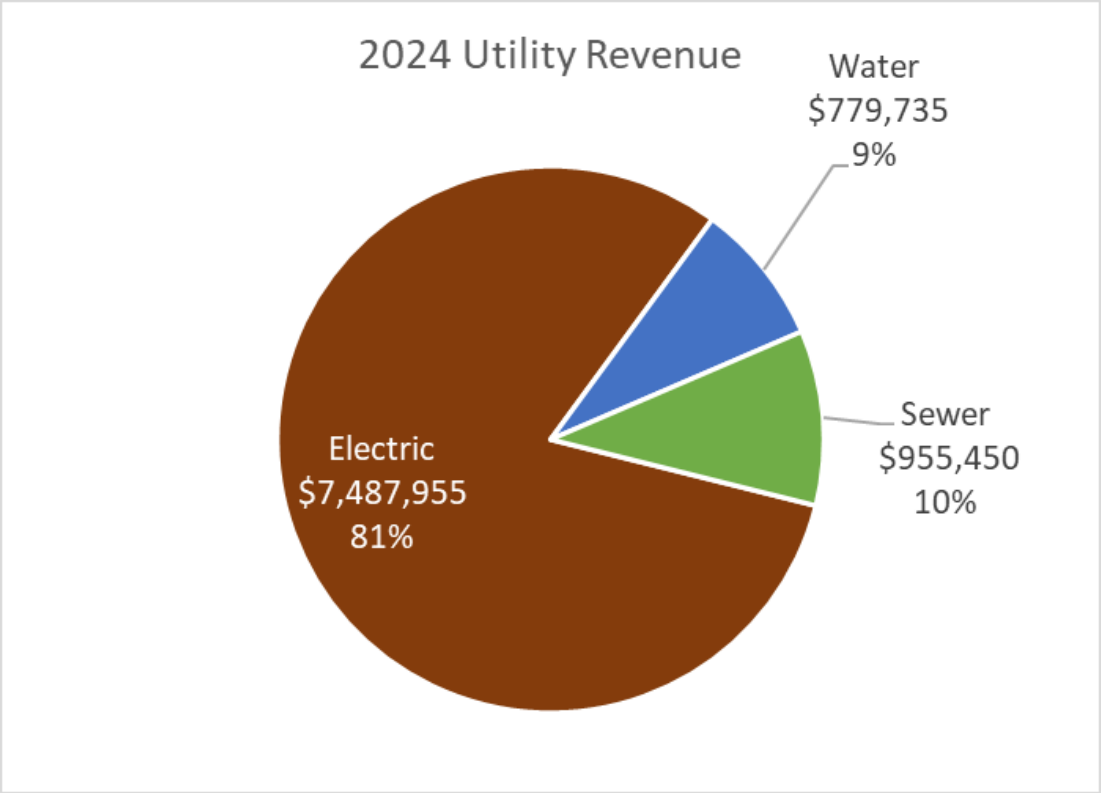
Overall sales are down from 2023 as a result of reduced PCAC rates. In turn, Purchase Power expense is down.

April 2024 Water Revenue



April 2024 Sewer Revenue





Report Criteria:

Selected types: Write Off

Name	Customer Number	Type	Reference Number	Description	Source ID	Check Number	Amount	Msg	Service
Write Off									
05/16/2024									
BOLDT, JOSH & TRACY	21.88.30788.05	Write	1	WRITE-OFF SDC			217.33-	M	Multiple
CHERRY, JOSHUA	14.87.12333.04	Write	2	WRITE-OFF SDC			401.50-	M	Multiple
FRANK II, ERIC	17.87.02339.27	Write	3	WRITE-OFF SDC			98.72-	M	Multiple
TOP SHELF PROPERTIES	14.88.21307.22	Write	4	WRITE-OFF SDC			259.40-	M	Multiple
LUNDIN, NOREEN	1.88.62315.03	Write	5	WRITE-OFF SDC			303.84-	M	Multiple
PUNTILLO, JENNIFER	5.88.27101.18	Write	6	WRITE-OFF SDC			439.69-	M	Multiple
ROCKWELL, JOSHUA	17.87.19695.08	Write	7	WRITE-OFF SDC			295.30-	M	Multiple
Total 05/16/2024:							<u>2,015.78-</u>		
Total Write Off:							<u>2,015.78-</u>		
Grand Totals:							<u>2,015.78-</u>		

Report Criteria:

Types Selected: Balance Write-offs

Name	Customer Number	Type	Invoice/Reference	Description	Applied To Invoice	Check Number	Amount	Category
Balance Write-offs								
05/06/2024								
SARAH DUENK	91711	Balance Write-offs	1	WRITE-OFF SDC	5390		463.00-	
Total 05/06/2024:							463.00-	
Total Balance Write-offs:							463.00-	
Grand Totals:							463.00-	

CITY OF PLYMOUTH, WISCONSIN
TUESDAY, MAY 14, 2024 COMMITTEE OF THE WHOLE MEETING
6:00 PM, COUNCIL CHAMBERS
CITY HALL, 128 SMITH STREET

UNOFFICIAL MINUTES

1. **Call to Order and Roll Call:** Mayor Pohlman called the meeting to order at 6:00 PM. On the call of the roll the following were present: Jeff Tauscheck, Angie Matzdorf, Diane Gilson, Mike Penkwitz, Dave Herrmann, and John Binder. Also present were: City Administrator/Utilities Manager Tim Blakeslee and City Clerk Anna Voigt.
2. **Approve the Minutes from April 30, 2024:** Motion was made by Tauscheck/Penkowitz to approve the minutes from April 30. A unanimous aye vote was cast. Motion carried.
3. **Discussion and Recommendation for Generations Funding Agreement:** City Administrator/Utilities Manager Blakeslee explained that the City of Plymouth has been providing annual funding to the Plymouth Intergenerational Coalition since 2013. This commitment has been extended multiple times, with the most recent agreement ending on April 30, 2024. Staff proposes extending the funding agreement for an additional three-year period. This proposal includes a 2.14% increase per year, aligning with the recent City levy increase percentage. A motion was made by Binder/Penkowitz to recommend Common Council approve an Addendum to funding agreement with Generations. Upon the call of the roll, all voted aye. Motion carried.
4. **Generations Annual Presentation:** Greg Voss, the Director of Generations, gave his annual presentation.
5. **Sheboygan County Economic Development Corporation (SCEDC) Forward Fund Presentation:** Brian Doudna, the Executive Director of the SCEDC, presented an informational update on their housing initiative Forward Fund. Doudna explained the structure of their housing projects as they consider future locations. Penkwitz asked about the history of the Forward Fund and how it got started. Doudna stated that if the County doesn't increase the number of people in the County, we will lose investment of the companies. Binder asked if there is going to be any environmental features to the new homes. Doudna stated that environmental has been discussed, but getting solar credit for the current model of homes just didn't work out. Gilson asked if Doudna just operated in Sheboygan County. He responded yes, he is just in Sheboygan County he gives presentations in other areas. Nelson asked if the project is mostly single homes and duplexes? Doudna stated that they could consider duplexes but it wouldn't be part of the Forward Fund. Nelson suggested talking about on slab construction being a possibility.
6. **Adjourn:** Motion was made by Gilson/Tauscheck to adjourn the meeting. A unanimous aye vote was cast. Motion carried.



APPLICATION FOR STREET USE PERMIT

Date 5/16/2024

1. Applicant/Applicants Name: Char Anderson Plymouth High
Address: 125 S. Highland Ave
Phone: 920 892 2661 ext 1219

2. If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization: Homecoming

3. The name, address and telephone number of the person/persons who will be responsible for conducting the proposed use of the street, if different than above: _____

4. The date and duration of time for which the requested use of the street is proposed to occur: Friday Oct. 4, 2024 3:15-4:15pm

5. An accurate description of that portion of the street proposed to be used: parade lineup & route attached

6. The approximate number of persons for whom use of the proposed street area is requested: 1000

7. The proposed use, described in detail, for which the Street Use Permit is requested: Parade

\$25.00 Fee – Receipt No. _____ Date _____

Recommendation – Director of Public Works _____

Recommendation – Chief of Police _____

Date of Council approval _____

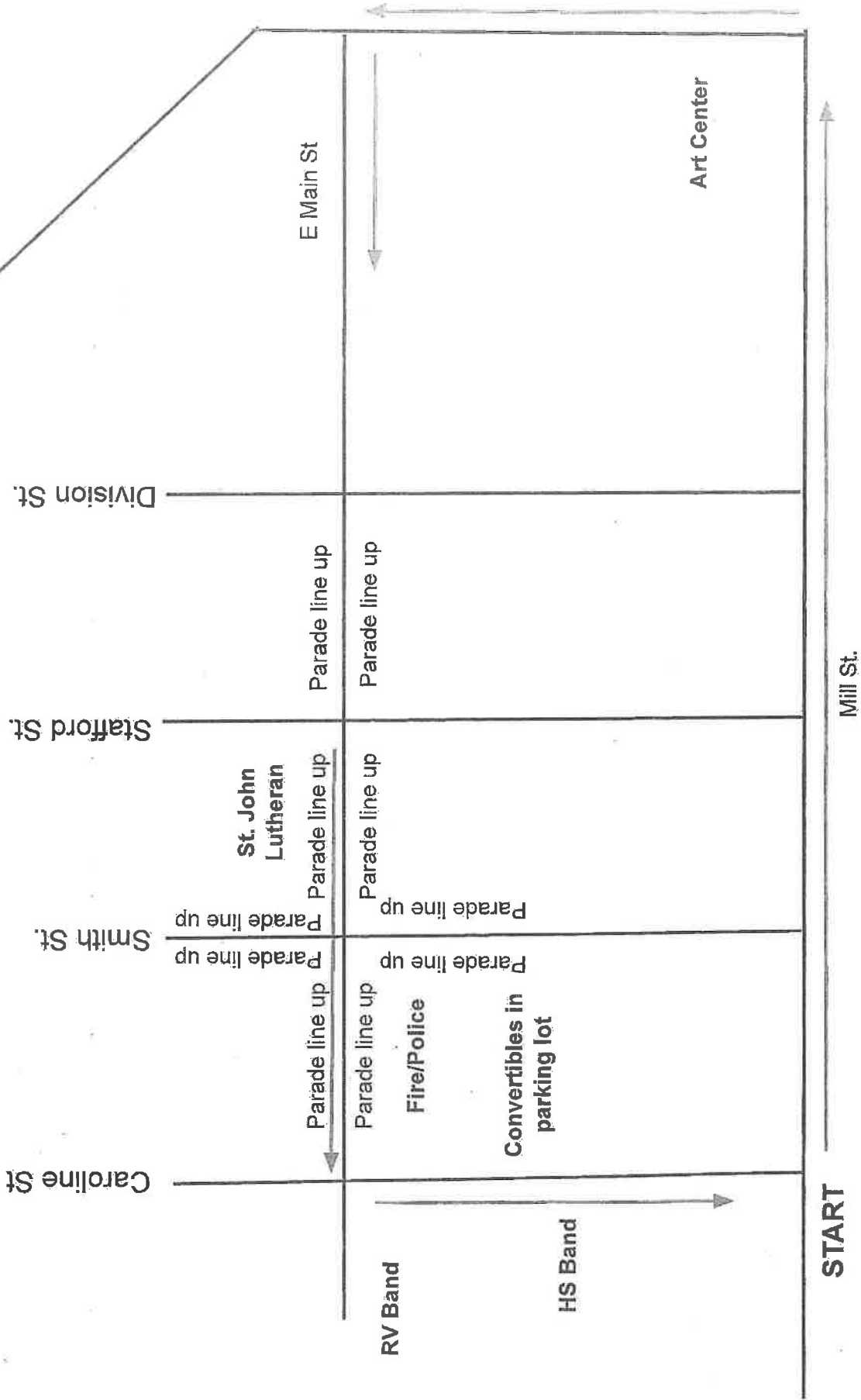
Email Street Superintendent _____

2024 Oct. 4th

Homecoming ~~2019~~, Friday, ~~September 27th~~.

Line up beginning at 3:15 pm. First come, first serve

Parade begins 4:15 pm.





Application for Public Event

City of Plymouth
128 Smith Street
P.O. Box 107
Plymouth, WI 53073

Applicant Name Nourish Farms Inc Phone Number 920-550-2020

Address 100 Alfred Miley Ave, City Sheboygan Falls Zip 53085

Are you a 501 (C-3) non-profit organization? No Yes Tax Exempt # 454764323

I have included my organization's proof of insurance with this form.
I am exempt from requiring proof of insurance because

Authorized Agent Ryan Laswell (Clerk/Treas. Initials) Home Phone 9206275964

Address 2609 Main Ave City Sheboygan Zip 53083

Point of contact at Event (if different than Agent) Scott Overby (Log Cabin Orchard)

Type of Event: (Check all appropriate blocks)

- Athletic Activity (tournament, sports event)
Block Party
Financial Gain Event (map required)
Community/Park Event
Parade/Street Closing (map required)
Runs/Walks (map required)
Other Farmers Market

Event Date(s): Thursdays Start/End Time: June-October

Name of Activity Farmers Market Purpose: bring together the community and businesses

Assembly Area Stayer Park Dispersal Area:

Estimated Attendance 100 No. of Parade Units:

Location of Block Party (Block off - street from - street to)

Check all appropriate boxes:

- Yes No Admission/Entry Fee
Yes No Fireworks
Yes No Amusement Rides
Yes No Setting Up Tents
Yes No Amplification Equipment
Yes No Musical Bands
Yes No Horses/Animals
Yes No Snowmobiles/ATV's
Yes No Beer Sales*
Barricades Needed (Quantity) *Requires Special Permit

The applicant named on this application will be responsible for the conduct of the special event and for the condition of the facility. We will not deny anyone the benefits of, or otherwise subject anyone to discrimination because of race, color, creed, national origin, handicap or religion.

The applicant individually, or the authorized agent on behalf of applicant, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless, the City of Plymouth and each and every of its elected, and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally for and against any and all claims, causes of action, actions, liabilities, demand, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorney's fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, incidents, activities, and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the City of Plymouth and each and every of its elected and appointed officials, employees, and agents, regardless of when and where, occurring or arising from this event.

The public event applicant shall submit a general liability insurance policy certificate in the amount of \$1 million dollars naming the City of Plymouth as an additional insured party. The applicant for this public event must be 18 years of age. Any misrepresentation of public events described in this application occurring in City of Plymouth parks or facilities will be just cause for future denial of rental agreements with the City of Plymouth.

Date 05/21/2024 Signature Ryan Laswell (Must be Applicant or Duty Authorized Agent)



City of Plymouth Parks & Youth Center Rental Agreement

These facilities are rented on a First Come – First Serve basis.

Rental of Park Facilities for the current year will begin on the first Monday in February of that year.

Application Date 05/21/2024 Date of Rental June - October - Thursday
 Park Stanger Park Facility _____
 Purpose of Rental Farmers Market
 Approximate # of people attending 100 Time Rented From: 8am? To: 3pm?

ENTRY INTO THE RENTED FACILITY GRANTED ON THE DAY(S) OF RENTAL ONLY.

Applicant Name/Responsible Party Scott Overby or Ryan Laswell
 Address 2609 Main Ave City Sheboygan
 Home Phone # Scott - 920-838-3158 Work Phone # Ryan - 920-627-5964
 Email Ryan@northburns.org

You **must** pay the entire rental fee at the time this application is made to reserve the facility.

Refunds will only be considered for cancellations within one week of the application date.

You must be at least 18 years of age to rent the City of Plymouth facilities.

FEE SCHEDULE FOR PARK FACILITIES:

- \$60.00 for City Residents
- \$120.00 for non-City Residents
- \$120.00 for City -based Organization
- \$240.00 for non-City based Organization

- \$50.00 Security Deposit (50 people & under)
- \$100.00 Security Deposit (51 people & over)

FEE SCALE FOR YOUTH CENTER:

- 0-5 Hour Rental - \$70.00 for City Residents
- Over 5 Hour Rental - \$140.00
- 0-5 Hour Rental - \$140 for non-City Residents
- Over 5 Hour Rental - \$280.00 for non-City Residents

- \$50.00 Security Deposit (50 people and under)
- \$100.00 Security Deposit (51 people & over)

ALL PARK FACILITIES ARE CLOSED BETWEEN 10:00 PM & 6:00 AM - YOUTH CENTER MUST BE VACATED BY 1:00 AM

SECURITY DEPOSITS ARE DUE AT TIME OF KEY PICK-UP

Please pick up your key and pay \$ _____ security deposit at the Clerk's Office by:

Time: _____ Date: _____

Fee Amount Paid: _____ Cash or check #: _____ Staff Initials: _____

FOR CONCERNS AFTER NORMAL CITY HALL HOURS – CONTACT THE PLYMOUTH POLICE AT 920-893-6541

● **PARKS AVAILABLE TO RENT:**

1. Band Shell: City Park / 203 Suhrke Road
2. Cake Stand: City Park / 203 Suhrke Road
3. Lower Shelter: City Park / 203 Suhrke Road
4. Rotary Park Shelter: 903 E. Clifford Street
5. Nutt Hill Shelter: 750 W. Main Street
6. Lone Oak Shelter: 2245 Valley Road
7. Stayer Park Band Shell: 39 S. Stafford Street
8. Youth Center: 609 North Street
9. Certain picnic areas at City Park are available to rent with no fee.

PARKS OPEN – FIRST WEEKEND IN MAY

MAY – WEEKEND RESERVATIONS ONLY – RESTROOMS OPEN 9:00 AM – 7:00 PM

MEMORIAL DAY TO 1ST FRIDAY AFTER LABOR DAY - WEEKDAYS AND WEEKENDS – RESTROOMS OPEN 9:00 AM – 9:00 PM

SEPTEMBER – WEEKEND RESERVATIONS ONLY – RESTROOMS OPEN 9:00 AM – 3:00 PM

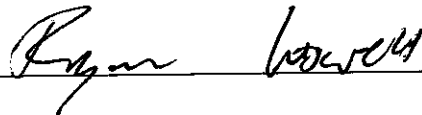
PARKS CLOSE – AFTER 3RD WEEK IN OCTOBER

- If a business/corporation/non-profit organization event is over 50 people, you must fill out an Application for Event Form, furnish proof of insurance liability coverage, and pay a \$100 security deposit.

In entering the agreement, I will uphold the following City of Plymouth policies and ordinances. Any violations will be just cause for the denial of future reservations in the City of Plymouth parks or facilities:

- To cancel this rental, please call City Hall, (920) 893-1271, 24 hours in advance between 7:30 am and 4:00 PM M-F
- Any person, organization, or corporation reserving any park area or facility in the City of Plymouth shall agree to assume full responsibility for all damage to City property and shall make full payment upon billing by the City Clerk.
- Renters must pick up keys by the last business day before their scheduled event and are responsible for the specified security deposit listed on page one. All rental areas shall be left in clean condition, with refuse placed in containers provided for such purpose. All tables and benches shall be returned to the proper location. The security deposit will be refunded after 10:00 am on the next business day when keys to the rental facility are turned in to the Clerk's Office and it is verified that the facility has been properly cleaned. Any clean up costs by the City will be billed at \$30.00 per hour and will be deducted from the security deposit.
- All accidents, incidents and misunderstanding must be referred to the City Clerk's Office within 48 hours.
- Any misrepresentations of events at facilities rented by this agreement will terminate the rental agreement and will be just cause for the denial of future reservation in the City of Plymouth Parks or Facilities.
- By signing this agreement Renter, the undersigned, agrees to indemnify and hold harmless the City of Plymouth, its agents and employees, from any and all claims and legal action for damage to personal property and/or personal injury that may be brought against the City of Plymouth as the result of his/her/ its use and rental of the above facility by any member of such organization or guest there of, and does further certify that he/she has full authority so to do.

Signature of Renter: _____



Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids & services. For additional information or to request this service, contact City of Plymouth ADA Coordinator Leah Federwisch, located in the Plymouth Utilities office, 900 County Road PP, Plymouth, WI or call 920-893-3853

City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-1271
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

Sidewalk Café Permit License Application
License Term Expires: April 14, 2025 *Fee: \$50.00*

Section 1 – Applicant Information

Applicant Name: MOXIE
Owner of Premise: PAUL CHRIS DALE
Telephone Number: 920 918-2014 Email Address: BDALE1@WI.PR.COM
Trade Name of Business: _____
Address of Tavern/Restaurant: 301 E MILL STREET
Legal Description or Tax ID No. of Property: _____
Current Zoning of Property: _____

Section 2 - Proposed Operation of Sidewalk Café, Use of Property, and Scale Drawing

Licenses – Attach copies of all applicable licenses requested below

Current Sheboygan County Department of Health License Number: BSTL-C4HMEE
Current Alcohol Beverage License Number (required if applicant intends to sell alcohol beverages in Sidewalk Café): # 26

Section 3 – Attachments and Applicant Signature

Attachments to include with application

- Scale Drawing/Photographs and Details of Sidewalk Café Permit Area
- Certificate of Insurance
- Hold Harmless Agreement

Applicant Signature: Date: 5.20.24
Owner of Premises Signature: Date: 5/20/24
(if different from applicant)

pd 5/21/24

Hold Harmless / Indemnification Agreement

The undersigned applicant acknowledges that the City of Plymouth has granted a license permitting the applicant permission to operate a sidewalk Café within public right-of-way and/or on public property in the City of Plymouth. It is understood that the granting of the license is conditioned upon the applicant agreeing to indemnify and hold the City and its officers and employees harmless from any and all claims, suits, or actions for damage of injury that may be occasioned by any activity carried on under the terms of the license.

It is understood and agreed that the undersigned applicant shall save the City of Plymouth harmless and indemnify the City for any loss, cost or damage that may arise out of or in connection with the activity carried on under the terms of the license. Further, the undersigned hereby releases the City, its agents, and employees from any liability whatsoever associated with the activity related to the sidewalk café and agrees that the City shall not be liable for any loss, damage, or injury to the person or property of anyone arising out of or resulting from the licensee's use of the City streets, sidewalks, public ways, right-of-way, and/or public property. Further, the undersigned also agrees to pay all reasonable expenses and attorney's fees incurred by the City if the undersigned shall default under the provisions of this agreement.

Dated this 20 day of MAY, 2024

SIGNATURE(S)*

BY: Patrick O'Toole

BY: RONNA O'TOOLE

Print Name:

Patrick O'Toole

Print Name:

Ronna O'Toole

*If this is for a corporation, this form must be signed by the President and an Officer of the Corporation.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/14/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Burkart Ins./Robertson Ryan P. O. Box 197 118 Stafford Street Plymouth, WI 53073 Jack Burkart	920-893-6611	CONTACT NAME: Burkart Insurance Agency, Inc.	
		PHONE (A/C, No, Ext): 920-893-6611	FAX (A/C, No): 920-892-2555
		E-MAIL ADDRESS: burk@burkart-insurance.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Society Insurance	15261
INSURED The Fig & The Pheasant LLC 301 E. Mill Street Plymouth, WI 53073		INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			23000469	02/01/2024	02/01/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			23000471	02/01/2024	02/01/2025	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
	DED RETENTION \$						
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	23000470	02/01/2024	02/01/2025	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Liquor Liability:
Location: 1 Moxie 301 East Mill Street, Plymouth, WI 53073

CERTIFICATE HOLDER City of Plymouth City Hall Box 107 Plymouth, WI 53073	CITY PL	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Jack Burkart
---	----------------	--



Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information		
1. Organization Name Plymouth Intergenerational Coalition		
2. Organization Permanent Address 1500 Douglas Drive Suite D		
3. City Plymouth	4. State WI	5. Zip Code 53073
6. Mailing Address (if different from permanent address)		
7. FEIN 39-2037053	8. Date of Organization/Incorporation 01/11/02	9. State of Organization/Incorporation Wisconsin
10. Phone (920) 892-4858	11. Email manager@generationsic.org	
12. Organization type (check one)		
<input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.			
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
Morrissey	Marilyn	Board President	(920) 892-4858
Mooney	Matthew	Board Vice President	(920) 892-8801
Schoerner	Jodi	Board Treasurer	(920) 254-6742
Travis	Luann	Board Secretary	(920) 946-4063
Voss	Gregory	Executive Director	(920) 627-8443

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Summer Concert Series			
2. Dates of Operation 06/18/2024		3. Hours of Operation 5:00pm - 8:00pm	
4. Premises Address 1500 Douglas Drive Suite D			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Sheboygan	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Plymouth		10. Aldermanic District Ward 5
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event manager@generationsic.org	
13. Organizer Website www.generationsic.org		14. Event Website www.generationsic.org	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Alcohol is stored in the commercial refrigerator in Pic A Deli. This is locked when unoccupied. When served, the alcohol is placed in coolers and moved to either (a) the patio area or (b) the front reception desk in the Gathering Room. The location of sale is weather dependent.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.			
Last Name Voss		First Name Gregory	M.I. M
Title Executive Director	Email gvoss@generationsic.org		Phone (920) 627-8443
Signature		Date	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 5/8/24	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information		
1. Organization Name Plymouth Intergenerational Coalition		
2. Organization Permanent Address 1500 Douglas Drive Suite D		
3. City Plymouth	4. State WI	5. Zip Code 53073
6. Mailing Address (if different from permanent address)		
7. FEIN 39-2037053	8. Date of Organization/Incorporation 01/11/02	9. State of Organization/Incorporation Wisconsin
10. Phone (920) 892-4858	11. Email manager@generationsic.org	
12. Organization type (check one)		
<input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.			
Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).			
Last Name	First Name	Title	Phone
Morrissey	Marilyn	Board President	(920) 892-4858
Mooney	Matthew	Board Vice President	(920) 892-8801
Schoerner	Jodi	Board Treasurer	(920) 254-6742
Travis	Luann	Board Secretary	(920) 946-4063
Voss	Gregory	Executive Director	(920) 627-8443

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Summer Concert Series			
2. Dates of Operation 07/16/2024		3. Hours of Operation 5:00pm - 8:00pm	
4. Premises Address 1500 Douglas Drive Suite D			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Sheboygan	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of Plymouth		10. Aldermanic District Ward 5
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event manager@generationsic.org	
13. Organizer Website www.generationsic.org		14. Event Website www.generationsic.org	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Alcohol is stored in the commercial refrigerator in Pic A Deli. This is locked when unoccupied. When served, the alcohol is placed in coolers and moved to either (a) the patio area or (b) the front reception desk in the Gathering Room. The location of sale is weather dependent.			

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Last Name Voss		First Name Gregory	M.I. M
Title Executive Director	Email gvoss@generationsic.org		Phone (920) 627-8443
Signature		Date	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 5/8/24	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information		
1. Organization Name Plymouth Intergenerational Coalition		
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6. Mailing Address (if different from permanent address)		
7. FEIN 39-2037053	8. Date of Organization/Incorporation 01/11/02	9. State of Organization/Incorporation Wisconsin
10. Phone (920) 892-4858	11. Email manager@generationsic.org	
12. Organization type (check one)		
<input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.			
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Schoerner	Jodi	Board Treasurer	(920) 254-6742
Travis	Luann	Board Secretary	(920) 946-4063
Voss	Gregory	Executive Director	(920) 627-8443

Continued →

Part C: Event Information

1. Name of Event (if applicable) Summer Concert Series			
2. Dates of Operation 08/20/2024		3. Hours of Operation 5:00pm - 8:00pm	
4. Premises Address 1500 Douglas Drive Suite D			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Sheboygan	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of Plymouth		10. Aldermanic District Ward 5
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event manager@generationsic.org	
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Last Name Voss		First Name Gregory	M.I. M
Title Executive Director	Email gvoss@generationsic.org		Phone (920) 627-8443
Signature		Date	

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 5/8/24	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information		
1. Organization Name Plymouth Intergenerational Coalition		
2. Organization Permanent Address 1500 Douglas Drive Suite D		
3. City Plymouth	4. State WI	5. Zip Code 53073
6. Mailing Address (if different from permanent address)		
7. FEIN 39-2037053	8. Date of Organization/Incorporation 01/11/02	9. State of Organization/Incorporation Wisconsin
10. Phone (920) 892-4858	11. Email manager@generationsic.org	
12. Organization type (check one)		
<input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14. Wisconsin Seller's Permit Number (if applicable)		

Part B: Individual Information			
List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.			
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Schoerner	Jodi	Board Treasurer	(920) 254-6742
Travis	Luann	Board Secretary	(920) 946-4063
Voss	Gregory	Executive Director	(920) 627-8443

Continued →

Part C: Event Information

1. Name of Event (if applicable) Summer Concert Series			
2. Dates of Operation 09/17/2024		3. Hours of Operation 5:00pm - 8:00pm	
4. Premises Address 1500 Douglas Drive Suite D			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Sheboygan	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Plymouth		10. Aldermanic District Ward 5
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event manager@generationsic.org	
13. Organizer Website www.generationsic.org		14. Event Website www.generationsic.org	
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Part D: Attestation

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Last Name Voss	First Name Gregory	M.I. M
Title Executive Director	Email gvoss@generationsic.org	Phone (920) 627-8443
Signature		Date

Part E: For Clerk Use Only

Date Application Was Filed With Clerk 5/8/24	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

Temporary Alcohol Beverage License

Municipality

License(s) Requested	Fees	
	<input type="checkbox"/> Temporary "Class B" Wine <input checked="" type="checkbox"/> Temporary Class "B" Beer	License Fees
Background Check		\$
Total Fees		\$

Part A: Organization Information		
1. Organization Name Plymouth Intergenerational Coalition		
2. Organization Permanent Address 1500 Douglas Drive Suite D		
3. City Plymouth	4. State WI	5. Zip Code 53073
6. Mailing Address (if different from permanent address)		
7. FEIN 39-2037053	8. Date of Organization/Incorporation 01/11/02	9. State of Organization/Incorporation Wisconsin
10. Phone (920) 892-4858	11. Email manager@generationsic.org	
12. Organization type (check one)		
<input type="checkbox"/> Bona Fide Club <input type="checkbox"/> Church <input type="checkbox"/> Fair Association/Agricultural Society <input type="checkbox"/> Veteran's Organization <input type="checkbox"/> Lodge/Society <input checked="" type="checkbox"/> Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.		
13. Is this organization required to hold a Wisconsin Seller's permit? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
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Part B: Individual Information			
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Schoerner	Jodi	Board Treasurer	(920) 254-6742
Travis	Luann	Board Secretary	(920) 946-4063
Voss	Gregory	Executive Director	(920) 627-8443

Continued →

Part C: Event Information			
1. Name of Event (if applicable) Trivia Fundraiser Event			
2. Dates of Operation 08/18/2024		3. Hours of Operation 1:00pm - 4:00pm	
4. Premises Address 1500 Douglas Drive Suite D			
5. City Plymouth		6. State WI	7. Zip Code 53073
8. County Sheboygan	9. Governing Municipality <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Plymouth		10. Aldermanic District Ward 5
11. Organizer of Event (if not the named applicant)		12. Email and/or Phone Number for Organizer of Event manager@generationsic.org	
13. Organizer Website www.generationsic.org		14. Event Website www.generationsic.org	
15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Alcohol is stored in the commercial refrigerator in Pic A Deli. This is locked when unoccupied. When served, the alcohol is placed in coolers and moved to the mobile bar inside, in room MG-A.			

Part D: Attestation			
Who must sign this application? • one officer or director of the nonprofit organization			
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Last Name Voss		First Name Gregory	M.I. M
Title Executive Director	Email gvoss@generationsic.org		Phone (920) 627-8443
Signature		Date	

Part E: For Clerk Use Only	
Date Application Was Filed With Clerk 5/8/24	License Number
Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk	

City of Plymouth
128 Smith St. - P.O. Box 107
Plymouth, WI 53073-0107



Telephone: (920) 893-3745
Facsimile: (920) 893-0183
Web Site: plymouthgov.com

DATE: May 23, 2024
TO: Mayor and Common Council
FROM: Tim Blakeslee, City Administrator/Utilities Manager
RE: Approval of Ordinance #5 to the Common Council amending Section 13-1-28 - High Density R6-Multi-Family Residential District

Background: In March and April 2024, the Common Council, upon recommendation of the Plan Commission, adopted a new R6 zoning district to allow for the construction of larger multi-family units in Plymouth if a property were to become zoned R6. As with any new code, minor tweaks are often needed to adjust and meet the proposed intentions of the district.

As previously approved, the new R6 district created a lower minimum number of units per building of 13. Upon further review, Staff realized that this could limit a development that would want to incorporate diverse sizes of multi-family buildings. For example, a hypothetical development that has several large 28-unit buildings, several 16-unit buildings, and several smaller 8-unit townhomes would not be permitted because the 8-unit townhomes are too small in the new R6 district. It was not the intention to limit this type of development when the code was developed. Staff proposes to remove the specific reference that a building must have a minimum size of 13 units in the new R6 district.

In Chapter 13, a multi-family building is defined by having at least 3 units. By removing the specific reference to 13 units in the newly created R6 district, the proposed change would result in multi-family buildings between 3-units and 28-units being permitted in the district. This would mimic the R4 multi-family district which uses the 3-unit definition to define multi-family (but has a capped unit size at 12). This change does not permit single family homes or duplexes in the district. Staff believes that this adjustment will allow for a broader range and style of potential developments in the district and will be important for future developers/development. There are several other minor language changes also proposed by the City Attorney on a second review, but those do not change the important aspects of the code such as density, height, setback requirements, maximum number of units, etc.

Plan Commission Recommendation: At the meeting on May 6, 2024 the Plan Commission unanimously recommended Ordinance #5 to the Common Council amending Section 13-1-28.

Staff Recommendation: Approve Ordinance #5 to the Common Council amending Section 13-1-28 regarding the High Density R6-Multi-Family Residential District

Attachment:

- Draft Ordinance No. 5 - R6 Zoning Code Amendment

CITY OF PLYMOUTH
Ordinance No. _____ of 2024

**AN ORDINANCE AMENDING SECTION 13-1-28 OF
THE CITY OF PLYMOUTH, WISCONSIN ZONING CODE REGARDING
HIGH DENSITY MULTI-FAMILY RESIDENTIAL DISTRICT**

WHEREAS, on March 26, 2024, the Common Council adopted Ordinance No. 4 of 2024 creating Section 13-1-28 of the Zoning Code, High Density Multi-Family Residential District (R-6); and

WHEREAS, on _____, 2024 the Plan Commission reviewed the herein ordinance amending the conditional uses and lot size requirements of the R-6 District and has made its recommendation to the Council; and

WHEREAS, on _____, 2024 the Common Council held a public hearing on the proposed ordinance after a Class 2 notice of public hearing pursuant to Wis. Stat. § 62.23 was published in the Plymouth Review; and

WHEREAS, the proposed amendment is consistent with the City of Plymouth 2022-2042 Comprehensive Plan adopted October 25, 2022; and

WHEREAS, pursuant to Wis. Stat. § 62.23(7) the Common Council has determined that amending the high density multi-family residential district regulations will promote the health, safety, and general welfare of the community.

NOW, THEREFORE, the Common Council of the City of Plymouth, Wisconsin, does hereby ordain as follows:

Section 1. Amending Code. Section 13-1-28 of the City of Plymouth Zoning Code, is hereby amended as follows (deletions indicated by ~~strikethrough~~; insertions by underline):

“SEC.13-1-28 **R-6 HIGH DENSITY MULTI-FAMILY RESIDENTIAL DISTRICT.**

(Master Plan Reference: Mixed Residential)

(c) Conditional Uses.

The following uses are conditional uses pursuant to Article E:

- (1) Assisted living facilities.
- (2) Nursing homes.
- (3) Multiple-family dwellings exceeding ~~unit of~~ the lot density or height maximums outlined below.
- (4) Multiple-family dwellings with 29 to 56 dwelling units per building.

(d) **Yard Requirements for Permitted Principal and Conditional Uses within the R-6 District.**

High Density Multi-Family Residential (R-6)	
Lot Size:	
<ul style="list-style-type: none"> Minimum lot area (square feet) for multi-family dwellings: 31,200 square feet. for Multi-family dwellings. Minimum lot area for assisted living and nursing home facilities: 26,000 square feet. for Assisted living and nursing home facilities 	
<ul style="list-style-type: none"> Minimum lot area per dwelling unit (square feet for multi-family dwellings): 2,400 square feet. Minimum lot area per dwelling unit for Assisted living and nursing home facilities (square feet): 2,000 square feet. 	
<ul style="list-style-type: none"> Multi-family residential dwellings permitted maximum is 28 dwelling units for each building structure located upon a lot or parcel. Multi-family residential dwellings permitted minimum is 13 dwelling units for each building structure located upon a lot or parcel. Multi-family residential dwellings with a conditional use permit maximum is 29 to 56 dwelling units located upon a lot or parcel. 	
<ul style="list-style-type: none"> Multi-family residential maximum 56 dwelling units for each building structure. 	
Lot frontage (1)	60 feet
Minimum lot width at building line	100 feet
Maximum lot coverage of all buildings	50%
Yard Setbacks:	
Minimum front yard (3):	30 feet
Minimum rear (5):	25 feet
Rear yards adjoining or adjacent to R-1, R-2 or R-3 Districts	40 feet minimum
Minimum side	
Principal use (4):	10 feet
Side yards adjoining or adjacent to R-1, R-2 or R-3 Districts	15 feet minimum
Accessory use	5 feet
Accessory adjoining or adjacent to R-1, R-2 or R-3 Districts	10 feet minimum
Structure Height:	
Maximum Principal:	56 feet (buildings over 3 stories require conditional use, 4 story maximum)
Maximum Accessory	20 feet

Section 2. Severability. Should any portion of this Ordinance or the affected Municipal Code Section be declared unconstitutional or invalid by a court of competent jurisdiction, the remainder shall not be affected.

Section 3. Effective Date. This Ordinance shall take effect the day after publication.

Enacted on April _____, 2024.

CITY OF PLYMOUTH

DONALD O. POHLMAN, Mayor

Date: _____

CLERK'S CERTIFICATE OF ENACTMENT

I hereby certify that the foregoing Ordinance was duly enacted by the City of Plymouth Common Council and approved by the Mayor on the dates indicated above.

Dated: _____, 2024

ANNA VOIGT, City Clerk



DATE: May 24, 2024
TO: Mayor and Common Council
FROM: Tim Blakeslee, City Administrator/Utilities Manager
RE: Addendum to Funding Agreement – Plymouth Intergenerational Coalition (Generations)

Background: The City of Plymouth has been providing annual funding to the Plymouth Intergenerational Coalition (Generations) since 2013. This commitment has been extended multiple times, with the most recent agreement ending on April 30, 2024. The funding for the last year amounted to \$136,680, disbursed quarterly at \$34,170 each.

Following discussions with Greg Voss, the Executive Director of Generations, staff propose extending the funding agreement for an additional three-year period with the following annual amounts:

- May 1, 2024, to April 30, 2025: \$139,600
- May 1, 2025, to April 30, 2026: \$142,590
- May 1, 2026, to April 30, 2027: \$145,640

This proposal includes a 2.14% increase per year, aligning with the recent City levy increase percentage from 2023-2024. Historically, the City has aimed to provide Generations with multi-year commitments rather than annual agreements.

On May 14, 2024 the general consensus of the Committee of the Whole was to move forward with the agreement as presented.

Recommendation: Approve an Addendum to Funding Agreement – Plymouth Intergenerational Coalition (Generations).

**ADDENDUM
to the
FUNDING AGREEMENT BETWEEN THE CITY OF PLYMOUTH AND
THE PLYMOUTH INTERGENERATIONAL COALITION**

May 28, 2024

This addendum extends the Funding Agreement between the Plymouth Intergenerational Coalition (the "PIC"), and the City of Plymouth (the "City") dated January 30, 2013.

Section 1. Extension of the Agreement

- (a) Scope of the Agreement. Both the PIC and City agree to continue the responsibilities and services as outlined in the January 30, 2013 agreement.
- (b) Time of Extension. Both the PIC and City agree to extend the agreement for the May 1, 2024 to April 30, 2027 period.
- (c) Investment. The annual investment commitment from the City of Plymouth to the PIC for the May 1, 2024 to April 30, 2025 period shall be \$139,600 or \$34,900 on a quarterly basis; from May 1, 2025 to April 30, 2026 period shall be \$142,590 or \$35,647.50 on a quarterly basis; and from May 1, 2026 to April 30, 2027 period shall be \$145,640 or \$36,410 on a quarterly basis. Quarterly payments shall be made as of May 1, August 1, November 1, and February 1.
- (d) Financial Reporting Amendment to 4(d.). A complete year-end financial statement, on an annual basis shall be furnished to the City Treasurer by September 30 of each year or as soon as available. In addition, a copy of the PIC's annual form 990 shall also be furnished to the City Clerk-Treasurer. If PIC completes an annual audit during any period of this agreement, PIC shall provide a copy of such audit to the City Clerk.

IN WITNESS WHEREOF, each of the undersigned has caused the Agreement to be extended and duly executed and delivered as of the date and year first above written:

CITY OF PLYMOUTH

By: _____
Title: City Administrator/Utilities Manager

PLYMOUTH INTERGENERATIONAL COALITION

By: _____
Title: Executive Director



DATE: May 23, 2024

TO: Mayor and Common Council

FROM: Tim Blakeslee, City Administrator/Utilities Manager

RE: Approval of Certificate of Authority submission for Plymouth Utilities Storage Building – Tim Blakeslee, City Administrator/Utilities Manager

Background: An indoor storage facility has been planned for Plymouth Utilities equipment for more than five years. Currently, a significant portion of the equipment sits outdoors and is also exposed to the elements. The 2023 budget included \$200,000 in the Utility Capital Improvement Plan to begin the process to plan, design, and prepare for construction of a future Plymouth Utilities Storage Building. Additional funds are planned in future years to complete the construction of the building. Due to other projects taking priority, this project is beginning in 2024 as opposed to 2023. The construction phase on the project will likely be included in the anticipated 2025 capital borrow based on updates to estimated construction costs.

The project will have several phases:

- 1 – Completion of CA (Anticipated 2024)
- 2 – Completion of Bidding (Anticipated 2024/2025)
- 3 – Completion of Construction Prep (Anticipated 2024/2025)
- 4 – Construction of Facility (Anticipated 2025/2026)

For any project with a total cost that is anticipated to be more than ~\$1,600,000 a Certificate of Authority (CA) must be granted by the Public Service Commission prior to work commencing (please note that the exact number floats based on utility sales). Based on initial estimates, the total cost of the Utility Storage Building project will exceed threshold for a CA. At the meeting on March 26, 2024 the Common Council approved Forster Electrical Engineering to develop the CA for submission.

Over the past two months, Forster Electrical Engineering has developed the attached draft CA for submission to the Public Service Commission (please note all appendices are not attached due to size). Once the CA has been submitted, it will be reviewed by the PSC. Should the PSC approve, the project may move forward. The Common Council would still need to finalize its inclusion in the 2025 capital budget/borrow and will continue to review bids and contracts as the project proceeds.

Staff Recommendation: Approve the Certificate of Authority submission for Plymouth Utilities Storage Building

Attachment:

- Certificate of Authority Submission for Plymouth Utilities Storage Building

Application for Certificate of Authority

For
Plymouth Utilities

Plymouth, Wisconsin

Report # 4185

Project # P05-24C

PSCW Docket Number – 4770-CE- [XXXX](#)

May 2024

I hereby certify that this application was prepared by me,
or under my direct supervision
and that I am a duly registered professional engineer
under the laws of the State of Wisconsin.

Bruce W. Beth, P. E.

Registration Number

Date

Application for Certificate of Authority for Plymouth Utilities Storage Shed

As requested by PSCW staff, the format of this application follows the application filing requirements prescribed in the document titled *Application Filing Requirements: Municipal Electric Projects (Ver. updated 2022)* by the Public Service Commission of Wisconsin and Department of Natural Resources.

Plymouth Utilities (hereinafter referred to as “the Applicant”) is seeking approval from the Public Service Commission of Wisconsin (hereinafter referred to as “PSCW”) to

Forster Electrical Engineering, Inc.

construct a storage shed adjacent to their principal office. The Applicant is a municipally owned public utility, duly organized and existing under the laws of the State of Wisconsin, with its principal office at 900 County Road PP. The Applicant furnishes electric service in the Plymouth and the surrounding area and provides its customers with the most reliable service possible at the lowest cost available. The Applicant will be the owner of the proposed electric facilities. This application has been prepared with assistance from Forster Electrical Engineering Inc. (hereinafter referred to as “the Engineer”).

1. Project Overview

1.1 Describe the location of the proposed project sites and routes.

The proposed project site is behind the Applicant’s principal office. The storage shed would be built over what is currently farmland owned by the Applicant. A map of the general area is shown in Exhibit 02 and a map of the proposed project on the property is shown in Exhibit 01.

1.2 Identify what sites or easements would need to be acquired. State whether condemnation could be used to acquire these sites and easements. State whether a purchase agreement has already been negotiated with the site owner.

No sites or easement would need to be acquired for this project. The proposed project site is owned by the applicant and therefore no purchasing of land is anticipated.

1.3 Provide the city, village, and/or township and counties of the proposed project and any other areas of proposed construction activities.

The proposed project would take place entirely within the City of Plymouth, located in Sheboygan County, Wisconsin.

1.4 PSC Review

- 1.4.1 Identify the expected type of Commission action under Wis. Admin Code § PSC 4.10.

The Applicant believes that the proposed project is a Type III action pursuant to Section PSC 4.10(3) of the Wisconsin Administrative Code and will not have a significant impact on the quality of the human environment. Because of this, it is believed that no environmental impact statement or environmental assessment is required. Nonetheless, information is included herein for Commission staff to review the environmental impacts of the proposed project.

- 1.4.2 Discuss if the proposed project is contingent on or part of a transmission, substation, or generation project under another docket.

The proposed project is not contingent or part of a transmission, substation, or generation project under another docket.

1.5 Project Details and Project Area Information

- 1.5.1 Generalized description of the project area, including land cover and zoning.

The current zoning for the project area is displayed in Exhibit 03. The property is currently zoned as heavy industrial, and this zoning will not change because of this project. The primary use of the surrounding land area is farmland, with some parcels zoned as rural residential, residential, light industrial, and multi-family. The land cover may be viewed in Exhibit 07.

- 1.5.2 Special or unique natural or cultural resources in the project area.

Due to the applicant already owning the land we believe that 1.5.2 is not applicable to this project.

- 1.5.3 Areas of residential concentrations and urban centers in the project area.

The nearest concentration of residential buildings is located approximately 800 feet north of the project area. It is anticipated that areas of residential concentrations and urban centers will not be impacted by this project.

1.6 Other Agency Correspondence/Permits/Approvals

- 1.6.1 Provide copies of all official correspondence between the applicant and all state, federal, and local government agencies.

No official correspondence was generated between these agencies at the time of this filing.

- 1.6.2 Provide a list of all state and federal permits/approvals that would be required for this project and their status.

A Certificate of Authority from the PSCW and DNR (the subject of this application) is required for this project, based on estimated cost. Additionally, a state stormwater permit is required. These permits will be obtained before construction starts. At this time, no other permits are believed to apply.

- 1.6.3 Provide a list of all local permits and/or ordinances that apply to the proposed project and the status of those permits.

It is anticipated that the Applicant will require a Sheboygan County Stormwater Permit and a City of Plymouth Building Permit will be required for this project. A Sheboygan County Driveway Permit may also be required for the temporary construction access driveway originating from County Road O.

- 1.6.4 If any portion of the associated facilities would occupy property or easements owned by railroad or pipeline companies or WisDOT, provide documentation from these entities that the sharing is acceptable to the entity, if possible.

The project does not occupy property of any railroads, pipeline companies, or WisDOT.

1.7 Construction Schedule

- 1.7.1 Provide the anticipated general construction schedule, identifying any potential seasonal or regulatory construction constraints.

The project will begin once regulatory permission is granted. It is currently anticipated that construction work will take place starting in Fall 2024 and lasting through the end of 2025. See Exhibit 33 for a detailed project schedule. No seasonal or regulatory constraints are expected, but any constraints imposed will be followed as necessary.

- 1.7.2 Generally discuss any generation or transmission outage constraints that may have to be accommodated.

No generation or transmission outage constraints are anticipated as a result of this project.

1.8 Project Area Maps

- 1.8.1 Provide project maps that use the best and most recent data available. Maps must clearly portray the project in a format and scale that is unambiguous and easy to understand. Labels and symbology used on the maps must be clearly visible. The scale of the maps, the number of map sets necessary to show all relevant data, and whether they will be submitted electronically or on paper will be discussed during pre-application consultations.

EXHIBITS

Project Documents/Information

1	Aerial Map
2	General Area Map
3	Zoning Map
4	Topographic Map
5	<i>Not Used</i>
6	Private and Public Property
7	Land Cover Map
8	Soil Map
9	Wetlands Overview Map
10	Waterways and Rivers
11	Floodplain Map
12	<i>Not Used</i>
13	Remediation and Redevelopment Map
14	<i>Not Used</i>
15	<i>Not Used</i>
16	<i>Not Used</i>
17	<i>Not Used</i>
18	<i>Not Used</i>
19	Building Design
20	Proposed Location of Permanent Fill
21	Waste Disposal Sites
22	<i>Not Used</i>
23	<i>Not Used</i>
24	Public Access Roads
25	Contaminated Sites Map
26	<i>Not Used</i>
27	ER Preliminary Assessment
28	<i>Not Used</i>
29	Unanticipated Discovery
30	<i>Not Used</i>
31	Project Cost Estimate
32	<i>Not Used</i>
33	Project Schedule
34	<i>Not Used</i>
35	<i>Not Used</i>
36	Parcel Map

2. Engineering

2.1 Project Need

Describe the purpose or need for the project with supporting data. Provide a project one-line diagram showing the proposed electrical changes to the system.

Currently, the Applicant uses the area behind their utility office for storage of transformers, voltage regulators, cable, junction boxes, and switchgear. These items are too large to fit into the utility's garage. This storage method leaves everything stored here exposed to both the elements and to potential theft. By being out in the open, the equipment is degrading without even serving customers. Additionally, there is no preemptive protection from theft or vandalism of equipment. If equipment is stolen or vandalized, the Applicant may be able to use their security system to identify the responsible party, but this doesn't protect the items from being damaged in the first place. Additionally, some of the equipment that the Applicant stores has lead times of more than one year. By building this storage shed, the supplies stored would be secure and protected from exposure to the environment. Over its lifespan, this shed will reduce the cost of maintaining inventory, as the inventory will be better protected from damage.

2.2 Area Load Information

Submit historical peak load, number of customers, and type of customers, by substation, if available, for the study area. Indicate for each substation whether the load data is coincident peak or annual peak. Explain each component of the forecasted load with quantitative detail. Any changes in the projected growth rates over the forecast period should be fully explained.

The Applicant does not believe Section 2.2 to be applicable as there are no changes proposed for the Applicant's electric distribution system from this project.

2.3 Equipment Outage Information

Submit historical outage data for the study area for at least the past ten years. Provide any evidence of historical failure rates of the existing equipment. Explain how the proposed project may impact the reliable operation of the system with quantitative detail.

The Applicant does not believe Section 2.3 to be applicable as there are no changes proposed for the Applicant's electric distribution system from this project. Protecting equipment in inventory allows the Applicant to be more confident that this equipment will be in good working order when placed into service. This will allow the Applicant to restore power after outages in less time.

2.4 Discuss no-build options and their potential electrical supply and environmental impacts. In addition, discuss other possible project alternatives that were considered and the reason as to why they were rejected.

The purpose of this project is to protect the equipment in inventory from deterioration due to weather and from potential theft or vandalism. A no-build option would leave the Applicant's supplies exposed as they currently are, and they would continue to see their inventory deteriorate. In extreme weather or after long periods of exposure to the elements, some equipment may

deteriorate beyond safe working condition, thus potentially wasting equipment. Additionally, a no-build option would leave the equipment vulnerable to vandalism and theft. There are not currently any preemptive barriers to theft or vandalism, and if equipment is disturbed, the Applicant's only recourse is their security cameras to attempt to identify the perpetrators.

2.5 Provide an analysis of the ability of energy conservation and efficiency and load response to reduce, alter, or eliminate the need for the proposed project.

Analysis should include:

- 2.5.1 A description of the energy conservation and efficiency and load response programs and services available to customers in the project area.

The Applicant has resources on their website to inform their customers about the services offered and applicable service rules. Energy conservation, efficiency, or demand response will not eliminate the need that exists for this project, as these factors will not prevent the decay and/or vandalism of the equipment in open air storage.

- 2.5.2 An indication of the amount of additional energy efficiency and demand response, not already included in the demand forecast, needed to reduce, alter, or eliminate the need for the proposed project.

It is the Applicant's belief that no amount of energy efficiency and demand response could reduce, alter, or eliminate the need for this project, as the project is driven the need to protect the equipment held in storage.

- 2.5.3 A discussion of the feasibility of achieving the level of energy efficiency and demand response identified in Section 2.5.2.

For the reasons listed in Section 2.5.2, it is believed that Section 2.5.3 does not apply to this project.

2.6 Discuss the potential for alternative solutions to the identified problem, as prioritized in Wis. Stat. §§ 1.12(4) and 196.025(1)(ar)

Due to the work proposed in the project, it is believed that the alternative energy solutions specified in Wis. Stat. §§ 1.12(4) and 196.025(1)(ar) are not applicable to this project. This project does not modify the Applicant's electric distribution system. The proposed project is the construction of a storage building and constructing any new energy resources will not alter the project need.

- 2.6.1 Noncombustible renewable energy resources

Section 2.6.1 is not applicable to this project. This project does not modify the Applicant's electric distribution system. The proposed project is the construction of a storage building and constructing any new energy resources will not alter the project need.

- 2.6.2 Combustible renewable energy resources

Section 2.6.2 is not applicable to this project. This project does not modify the Applicant's electric distribution system. The proposed project is the construction of a storage building and constructing any new energy resources will not alter the project need.

- 2.6.3 Nonrenewable combustible energy resources in the following order:

Section 2.6.3 and all of the sections sub-sections are not applicable to this project. This project does not modify the Applicant's electric distribution system. The proposed project is the construction of a storage building and constructing any new energy resources will not alter the project need.

- 2.6.3.1 Natural gas
- 2.6.3.2 Oil or coal with a sulfur content of less than 1%
- 2.6.3.3 All other carbon based fuels

3. Project Costs

Cost tables should be based on the projected in-service year of the project and should specify whether or not the costs include Allowance for Funds Used During Construction (AFUDC). Tables must be submitted in a Microsoft Excel format, in addition to Adobe Acrobat (*.pdf) format. In addition, include the projected annual revenue requirement impact resulting from constructing the proposed project. In the filing, provide both the nominal impact to revenue requirements and the percentage impact to revenue requirements as a result of constructing the proposed project.

The estimated gross cost of the proposed project is above the minimum threshold of utility projects requiring Commission review and approval under Wis. Admin. Code § PSC 112.05. The Applicant hereby applies for authorization to make the system improvements described in this application. A cost estimate for the materials, labor, pre-certification, and other costs is included in Exhibit 31. The Applicant's current cost threshold is \$1,659,000 and the estimated cost of the project is \$1,687,918.75.

The proposed construction is anticipated to be financed with cash on hand and short-term borrowing, with final costs covered by revenue bonds. Costs do not include Allowance for Funds Used During Construction (AFUDC).

3.1 Construction Route Cost Estimate Tables

Provide table(s) detailing the projected total costs for each proposed route or alternative broken into the major categories listed below. Each major category of costs should be broken into their respective Plant Account Numbers. If portions of the project are to be constructed underground, those costs should be separated from overhead construction costs. Substation costs should also be separated out by Plant Account Number (see Substation Application Filing Requirements).

- 3.1.1 Material costs
- 3.1.2 Labor costs
- 3.1.3 Other costs
- 3.1.4 Pre-certification costs
- 3.1.5 Operation and maintenance costs
- 3.1.6 Removal costs and salvage value

Costs are broken down into Plant Account numbers and categorized in Exhibit 31.

4. Site and Construction Information

4.1 Provide descriptions, diagrams, and graphics for the proposed project that include the following details:

- 4.1.1 The location, size, and dimensions of the proposed facilities, access roads, retention ponds, and associated facilities.

The address of the project is 900 County Rd PP, Plymouth, WI 53073. The proposed project area is over approximately 2.7 acres. The access road to be constructed is shown in Exhibit 19. There are no new retention ponds associated with the proposed project, the existing pond is sufficient to accommodate the additional impervious fill.

- 4.1.2 The topography, land cover, zoning, and land use of the proposed site(s).

The site topography can be viewed in Exhibit 4. The land cover is shown in Exhibit 7, and current zoning is shown in Exhibit 3.

- 4.1.3 Layout of the proposed substation equipment (if applicable).

This section is not applicable, there is no substation equipment involved in the proposed project.

- 4.1.4 Dimensions of the property boundaries and substation fenced area (if applicable).

There is no substation property involved within the scope of this project. The property boundaries can be seen in Exhibit 36.

- 4.1.5 Vertical profile and topography of the proposed substation and property (if applicable).

There is no substation involved within the scope of this project, however a vertical profile of the building can be seen in Exhibit 04 and the topography of the site can be seen in Exhibit 04.

4.2 For any electric structures or lines that would be constructed, including the following:

- 4.2.1 Electric line configuration (such as single-circuit or double-circuit with existing line, overhead or underground, conductor replacement or new construction, etc.).

No electric distribution structures or lines are to be constructed with the proposed project. There will be low voltage electric service in the building.

- 4.2.2 A description and location of the proposed ROWs (for example new RW, partially overlapping existing transmission ROW, completely within existing ROW, etc.).

No ROWs are proposed as part of the project.

4.3 Describe the construction impacts of the proposed project and any proposed associated facilities, including:

- 4.3.1 The area and depth of excavations.

The area of where excavations will take place can be seen in Exhibit 18.

- 4.3.2 The type of construction machinery that would be used.

Machinery that may be used in this project includes skid-steer loaders, hydraulic cranes, material handlers, dump trucks, backhoes, and auger-type drilling rigs. This equipment will be used to construct the building and grade the site.

- 4.3.3 The construction disturbance zone, including access from public roads.

The proposed project will be accessed from public roads and from an existing parking lot on the site, owned by the Applicant.

- 4.3.4 How spoil materials would be managed on and off-site.

The spoil materials will be managed by the construction Contractor. All spoil materials are anticipated to remain on the project site.

- 4.3.5 For any distribution electric lines proposed to be constructed, provide the following:
 - 4.3.5.1 Construction methods for the electric lines

There are no electric lines included in the proposed project.

- 4.3.5.2 A description of any unique construction methods (e.g., directional boring, jack and bore, helicopter, vibratory caissons, etc.).

No unique construction techniques will be utilized within the scope of the proposed project.

4.4 For building projects, information on energy efficiency, or conservation features, including:

- 4.4.1 The whole building heat loss in BTU/square foot of the building envelope.

The Applicant does not believe that Section 4.4.1 is applicable to the proposed project because the building will not be climate controlled.

- 4.4.2 The type and R-value of insulating material used for walls, ceilings, roofs, doors, and windows.

The Applicant does not believe that Section 4.4.2 is applicable to the proposed project because the building will not be climate controlled.

- 4.4.3 The type of heating and cooling system selected and the annual end-use energy estimate in BTU/square foot/year for space heating, space cooling, and any process use.

The Applicant does not believe that Section 4.4.3 is applicable to the proposed project because the building will not be climate controlled.

- 4.4.4 The type and source of fuel or fuels selected.

The Applicant does not believe that Section 4.4.4 is applicable to the proposed project because the building will not be climate controlled.

- 4.4.5 The type of lighting system selected and the annual end-use energy estimate for lighting.

The lighting plan for the building is shown in Exhibit 19. The lighting used will be light-emitting-diode (LED) units. There are 21 two-foot by four-foot fixtures included in the building design, each with a rated draw of approximately 50 watts. If the lights are all used for eight hours per business day, this would result in an annual end-use energy consumption of approximately 2,184 kWh as calculated by the following equation.

$$\text{Annual Energy } \left(\frac{kWh}{\text{year}} \right) = 8 \frac{\text{hours}}{\text{business day}} * 260 \frac{\text{business days}}{\text{year}} * 50 \frac{\text{Watts}}{\text{Fixture}} * \frac{1 kW}{1000 \text{ Watts}} * 21 \text{ Fixtures}$$

5. Community Impacts

5.1 Communication with Potentially Affected Public

- 5.1.1 List all attempts made to communicate with and provide information to the public.

At this time, there have been no attempts made to communicate with the public regarding the proposed project. The project has been and will continue to be addressed in regular Common Council meetings, which are publicly advertised and open meetings.

- 5.1.2 Provide a description of public information meetings and who was invited.

Plymouth Utilities conducts their business at the City of Plymouth's common council meetings, held on the second and last Tuesdays of each month at 7 PM at Plymouth City Hall, 128 Smith Street, Plymouth, WI, 53073.

- 5.1.3 Submit copies of public outreach mailings and handouts.

There have not yet been any public outreach mailings or handouts generated for this project.

- 5.1.4 Provide electronic copies of written public comments (e.g., letters, emails, forms, etc.) submitted prior to filing the application with the PSC.

There have not been any public comments generated regarding this project as of the time of this application's filing with the PSC.

5.2 Community Issues

Discuss any concerns that groups or potentially impacted communities have raised.

There have not been any concerns regarding this project raised by any groups or potentially impacted communities as of the time of this filing.

5.3 Land Use Plans

Provide relevant portions of land-use plans that describe future land use potentially impacted by the project. (Land use plans include recreational plans, agricultural plans, etc.).

Future land use plans will not be negatively impacted by this project. The only land use change associated with this project is the development of land already owned by the Applicant. All areas surrounding the project area can continue to be used in the manner that they are currently being used. There are no anticipated changes to land outside the project area due to the completion of this project.

5.4 Agriculture

For each part of the project affecting land in agricultural use, provide the following:

- 5.4.1 Type of farming that could be impacted by the proposed project, such as pasture, row crops, or other type (e.g. orchards, tree plantations, cranberry bogs, etc.).

The only farmland that will be impacted by the proposed project is the rented-out crop field on the proposed jobsite.

- 5.4.2 The amount of land that would no longer be farmed.

The construction of the project will cause 2.7 acres of farmland will no longer be farmed.

- 5.4.3 Any impacts to farming operations from the construction or operation of the project, such as irrigation systems, windbreaks, organic farming practices, and/or drainage systems (tiles, ditches, laterals) as applicable.

At this time, it is not anticipated that there will be any impacts to farming operations around the project area as a result of the construction and operation of the proposed project.

- 5.4.4 Specific details for plans as to mitigation or minimizing construction impacts in and around agricultural lands.

The construction impacts from the proposed project are limited to land already owned by the Applicant, thus minimizing any disturbances to agricultural activities on the surrounding lands.

5.5 Residential and Urban Areas

- 5.5.1 Discuss anticipated impacts to residential/urban neighborhoods and communities such as noise, dust, duration of construction, time-of-day of construction, road congestion, impacts to driveways, etc.

The construction will take place only during normal business hours to reduce noise during the night and early mornings. The construction vehicles will have to use the adjacent roads to access the site, so there may be a slight increase in traffic in the area to accommodate larger vehicles approaching the work site.

- 5.5.2 Discuss plans as to how anticipated impacts would be mitigated.

Signs will be put up towards the road at the construction site to announce that construction vehicles are present. The vehicles brought to the site will be remain off the road unless they are currently being used.

5.6 Aesthetic Impacts

- 5.6.1 Discuss the potential aesthetic issues associated with the proposed project as it relates to the surrounding land uses.

There will be minimal aesthetic issues associated with the proposed project. The land around the site will remain unchanged, and the building is not significantly larger or different than buildings in the surrounding area. There are not any recreation areas within the area of potential impact. Aesthetically speaking, the area is not special.

- 5.6.2 Describe any plans for landscaping or other measures used to mitigate the potential aesthetic impacts to the surrounding land uses.

Due to the lack of aesthetic impacts from the project, there are no mitigation efforts planned beyond the building design (shown in Exhibits 19).

5.7 Parks and Recreation Areas

- 5.7.1 Identify any parks and recreation areas or trails that may be impacted by the proposed project and the owner/manager of each recreation resource.

No parks or recreation areas will be affected by the proposed project.

- 5.7.2 Discuss how short and long-term impacts to these resources might be mitigated.

This section is not applicable, as there are no recreation resources within the project area.

6. Natural Resource Impacts

6.1 Forested Lands

Forested lands for the purpose of this application are defined as an upland area of land covered with woody perennial plants reaching a mature height of at least 6 feet tall with definite crown.

- 6.1.1 Describe the forested lands that would be impacted by the proposed project. Include the following information in the description:
 - Type of forest
 - Dominant species
 - Average age, size of trees
 - Ownership (private, county, etc.)
 - Use (recreation, timber, riparian habitat, etc.)

No forested land will be affected by the proposed project.

- 6.1.2 Managed Forest Law (MFL) and Forest Crop Law (FCL)
 - 6.1.2.1 Identify properties within proposed ROWs that are enrolled in the MFL or FCL programs. For properties enrolled in MFL, include the anticipated amount of forested areas that would be cleared on each property.

- 6.1.2.2 Discuss how the proposed project would affect the properties enrolled in the MCL or FCL programs and how landowners would be compensated for that impact.

The proposed project area is not adjacent to and does not contain any properties enrolled in the MFL or FCL programs.

- 6.1.3 Provide specific details for plans as to mitigating or minimizing construction impacts in and around forested lands.

There is no forested land within the proposed project area.

6.2 Grasslands

Grasslands for the purpose of this application are defined as lands covered by non-cultivated, non-woody vegetation predominated by perennial grasses and forbs.

- 6.2.1 Describe the grasslands that would be impacted by the proposed project. Include the following information in the description.
 - Type of grassland (prairie, pasture, old field, etc.)
 - Dominant species
 - Ownership (public vs. private)
 - Use (agricultural, non-productive agricultural, recreation, natural area, etc.).

The proposed area does not contain any grasslands.

- 6.2.2 Provide specific details for plans as to mitigating or minimizing construction impacts in and around grasslands.

The proposed area does not contain any grasslands.

6.3 Invasive Species

- 6.3.1 Describe areas where invasive species or disease-causing organisms have been observed or are a concern for the construction of the project (e.g., invasive plants, oak wilt, emerald ash borer, etc.). State if the invasive species surveys have occurred or will be conducted. If invasive species surveys have been conducted, provide documentation showing where surveys occurred and locations of invasive species found, indicating which species.

There are no concerns for this project regarding invasive species, as the construction is limited to a single site with limited habitat and ecological diversity. There are no plans for invasive species surveys to be conducted for this project, due to the disturbed/developed nature of the project area.

- 6.3.2 Describe any mitigation methods that would be used to prevent the introduction and the spread of invasive plants or disease-causing organisms and comply with Wis. Admin. Code ch. NR 40, such as cleaning of machinery, etc.

Care will be taken to minimize the spread of invasive species observed within the project area. Areas where invasive species were detected should be avoided during construction, if possible. If these areas cannot be avoided, soil and plant materials will be washed from the equipment and construction mats prior to leaving this area. Cut plant material (i.e., trees and shrubs) should either be left in place or disposed of properly.

To reduce the potential spread of disease-causing organisms, care should be taken to not wound trees within the project area. Care should be taken when transporting woody or plant materials outside the project area in the process of disposal. Woody materials should not be transported outside quarantine zones during the process of disposal.

Construction workers should check their shoes and clothing regularly for plant material to minimize the potential spread of invasive species. The spoil from any excavations will be reused, and any excess will be disposed of on site.

6.4 Archaeological and Historic Resources

Confidential information includes only the specific location and other sensitive details of archaeological and human burial sites (e.g. maps). Confidential information should be submitted on ERF as a confidential version in addition to a redacted public version.

- 6.4.1 Provide maps or GIS files and a description of all archaeological sites, historic buildings and districts, and human burial sites within the project's area of potential effect (APE). For archaeological and historic sites, the APE is comprised of the physical project area where any ground disturbing activity may occur (e.g. digging, heavy equipment movement, etc.). For historic buildings and districts, the APE consists of the distance that the project may be visible from the outside of the project area. Maps of archaeological and burial sites must be submitted confidentially.

Due to the Applicant already owning the developed land the proposed project will be taking place on. The Applicant does not believe a historical review in necessary.

- 6.4.2 For archaeological sites and historic buildings or districts within the APE, determine the boundaries, historic significance, and integrity of each resource. Additional field surveys may be necessary to properly make these determinations. Note: in some cases, such as a landowner not granting land access, field surveys may instead be performed following the approval of a project.

Due to the Applicant already owning the developed land the proposed project will be taking place on. The Applicant does not believe a historical review is necessary.

- 6.4.3 Identify the potential project effects on each resource.

There are no effects anticipated to any historic or archaeological resources because of this project.

- 6.4.4 Describe any modifications to the project that could reduce, eliminate, avoid, or otherwise mitigate effects on the resources under this section. Examples of modifications include changes to construction locations, modified construction practices (e.g. use of low-pressure tires, matting, etc.), placement of protective barriers and warning signage, and construction monitoring.

If there were historic or archaeological resources present, the proposed project would need to be relocated. Because there are not any of these resources present, there are no mitigation strategies necessary.

- 6.4.5 For any human burial sites within the APE, it is necessary to contact WHS to determine whether a Burial Site Disturbance Authorization/Permit is required. Provide verification.

There are no burial sites present within the APE, thus no authorization is necessary.

- 6.4.6 Provide an unanticipated archaeological discoveries plan. The plan should outline procedures to be followed in the event of an unanticipated discovery of archaeological resources or human remains during construction activities for the project.

The unanticipated archaeological discoveries plan can be found in Exhibit 29. If any unanticipated discoveries are made, the PSC Case Coordinator will be contacted for further instructions.

- 6.4.7 Applicants should notify Wisconsin Tribal Historic Preservation Officers of Native American human burial sites and significant prehistoric archaeological sites within the APE. Provide copies of all such correspondence.

There are no known human burial or prehistoric archaeological sites within the APE, thus no correspondence with these offices has been generated.

6.5 Restoration of Disturbed Areas

Provide a re-vegetation and site restoration plan which discusses the following items:

- Type of re-vegetation proposed for impacted areas (e.g. traditional restoration seed mixes, specialty native seed mixes for restoration of high quality habitats or habitat enhancement such as seeding with a pollinator species).
- Vegetative monitoring criteria (e.g. number of post-construction years or percent cover achieved) and methods
- Invasive species monitoring and management.
- Proposed landscaping at any associated facilities.

Site restoration and revegetation will be completed as soon as practical and as allowed by seasonal conditions. The methods and need for site restoration and revegetation will be based on the degree of disturbance that is caused during construction as well as the pre-construction habitat. Areas lacking soil disturbance will not require revegetation efforts. Soil disturbance will be minimized to the extent practicable. Traditional restoration seed mixes will be used in the areas that are disturbed. The Applicant will be responsible for any vegetative monitoring after construction takes place. If pre-existing vegetation does not appear to be re-established, the area will be assessed, and an appropriate seed mix may be re-installed.

6.6 Contaminated Sites

- 6.6.1 Using the Wisconsin Remediation and Redevelopment Database (WRRD), identify any contaminated sites (open and closed) within the project area and within two miles of the project area.

The contaminated sites identified by the WRRD within or around the project area can be seen in Exhibit 25. No contaminated sites will be disturbed within the scope of the proposed project.

- 6.6.2 Using the Historic Registry of Waste Disposal Sites, identify any Environmental Repair and Solid Waste disposal sites within the project area and within two miles of the project area.

The Environmental Repair or Solid Waste disposal sites identified by the Historic Registry of Waste Disposal Sites within or around the project area can be seen in Exhibit 21. No Waste Disposal sites will be disturbed within the scope of the proposed project.

7. Waterway/Wetland Permitting Activities

7.1 Waterway Activities

- 7.1.1 Identify the number of waterways present, including DNR-mapped waterways and additional field identified waterways. Also identify the number of times the waterway meanders in and out of the project area and indicate the number of waterway crossings.

A map of the waterways around the proposed project is shown in Exhibit 10. There are no waterways present in the projected project area.

- 7.1.2 Identify any waterways in the project route(s) that are classified as Outstanding or Exceptional Resource Waters, Trout Streams, Wild Rice Waters, and/or Wild or Scenic Rivers.

There are no waterways within the project area that are classified as Outstanding or Exceptional Resource Waters, Trout Streams, Wild Rice Waters, and/or Wild or Scenic Rivers.

- 7.1.3 State if you are requesting DNR staff perform a navigability determination on any of the DNR mapped waterways and/or field identified waterways that will be impacted and/or crossed by project activities. If a navigability determination is requested, provide the following information in a separate appendix with the application filing:

The Applicant is not requesting a DNR Navigability Determination.

- 7.1.4 Provide the following information:
 - 7.1.4.1 How many waterway crossings are proposed to be traversed with equipment and how that crossing will be accomplished (i.e. placement of temporary clear span bridges (TCSB), use of existing bridge or culvert, driving on the bed, etc.).

This Section is not applicable to this project, as there are no waterways within the project area.

- 7.1.4.2 How many structures are proposed to be placed below the ordinary high water mark (OHWM) of a waterway. Indicate if structures are temporary or permanent.

This Section is not applicable to this project, as there are no waterways within the project area. No structures are proposed below the OHWM of a waterway.

- 7.1.4.3 Indicate if any other waterways would be impacted and/ or crossed by other construction activities regulated under Chapter 30 Wis. Stats (i.e. placement of a new storm water pond within 500 feet of a waterway, stream relocation, staging areas, placement of riprap, etc.)

This Section is not applicable to this project, as there are no waterways within the project area. There are no other waterways that would be impacted and/ or crossed by other construction activities regulated under Chapter 30 Wis. Stats.

- 7.1.5 Provide any methods to be used for avoiding, minimizing, and mitigating construction impacts in and near waterways. This discussion should include, but not be limited to, avoiding waterways, installation methods (I.e. directional bore versus open-cut trenching or plowing), equipment crossing methods (I.e. temporary access, the use of TCSB versus temporary culvert; for permanent access, the use of permanent bridge versus permanent culvert), sediment and erosion controls, invasive species protocols for equipment, etc.

The project should be both low impact and not adjacent to any waterways therefore by default there should be little to no effect on waterways in the region.

- 7.1.6 For waterways that will be open-cut trenched, provide the following:

No waterways will be open-cut trenched in the proposed project.

- 7.1.7 For waterways that will be directionally bored, provide the following:

No waterways are proposed to be directionally bored because of this project.

- 7.1.8 For waterways that will have a TCSB installed across them, provide the following:

The Applicant believes that 7.1.8 is not applicable to this project, as no waterways will have a TCSB installed across them.

- 7.1.9 Describe the proposed area of land disturbance and vegetation removal at waterway crossings. Include a description of the type of vegetation to be removed (e.g. shrub, forest), and if this vegetation removal will be temporary (allowed to regrow) or permanent (maintained as cleared).

There is to be no waterway crossing from the proposed project.

- 7.1.10 If any of the following activities are proposed, provide the information as detailed on the applicable permit checklist:

The Applicant believes that 7.1.10 is not applicable to this project, as none of the listed activities will be taking place.

7.2 Wetland Activities

This section should be consistent with the waterways included in DNR Tables 1 and 2 and associated maps. This section should apply to the proposed and alternative sites/routes (if applicable) and their associated facilities (for example, off-ROW access roads, staging areas,

permanent structures, new substations, and/or expansion of existing substations (including associated driveways and permanent storm water management features to be constructed)).

- 7.2.1 Describe the method(s) used to identify wetland reserve and boundaries within the project area (i.e. wetland field delineation, wetland field determination, conservative desktop review, etc.). If conservative desktop review was the only method used to identify the presence of wetlands, state if any areas will be field verified (and when). If a combination of methods were used, describe which project areas utilized which method. The associated delineation report and/or desktop review documentation should be uploaded to the PSC's website as part of the application filing.

The presence of wetlands located within the project area were determined with a conservative desktop review process. There were no mapped wetlands or wetland indicators in the proposed project area.

- 7.2.2 Identify the number of wetlands present and by wetland type, using the Eggers and Reed classification. Provide as an overall project total, as well as broken down by the proposed site and the alternative site(s) (if applicable) and their associated facilities.

This Section is not applicable as no wetlands are within the project area.

- 7.2.3 Wetland functional values:
 - 7.2.3.1 Discuss the existing functional values of the wetland present. Functional values include but are not limited to floristic diversity, fish and wildlife habitat, flood storage, water quality, groundwater discharge and recharge, public use, etc.

This Section is not applicable as no wetlands are within the project area.

- 7.2.3.2 Discuss how the project may impact existing functional values of wetlands.

This Section is not applicable as no wetlands are within the project area.

- 7.2.3.3 Provide Wisconsin Rapid Assessment Methodology (WRAM) forms, or other assessment methodology documentation, if completed.

This Section is not applicable as no wetlands are within the project area.

- 7.2.4 Identify any wetlands in the project area that are considered sensitive and/or high-quality wetlands, including, but not limited to:
 - 7.2.4.1 Any wetlands in or adjacent to an area of special natural resource interest (ASNRI) (NR 103.04, Wis. Adm. Code).

This Section is not applicable as no wetlands are within the project area.

- 7.2.4.2 Any of the following types: deep marsh, northern or southern sedge meadow not dominated by reed canary grass, wet or wet mesic prairie not dominated by reed canary grass, fresh wet meadows not dominated by reed canary grass, coastal marsh, internal or ridge and swale complex, wild rice-dominated emergent aquatic, open bog, bog relict, muskeg, floodplain forest, and ephemeral ponds in wooded settings.

This Section is not applicable as no wetlands are within the project area.

- 7.2.4.3 Any wetlands with high functional values based on factors such as abundance of native species and/or rare species, wildlife habitat, hydrology functions, etc.

This Section is not applicable as no wetlands are within the project area.

- 7.2.5 Provide the following:
 - 7.2.5.1 The number of wetlands that would have construction matting placed within them to facilitate vehicle access and operation and/or material storage. Provide the total amount of wetland matting, in square feet.

This Section is not applicable as no wetlands are within the project area.

- 7.2.5.2 The number of structures that would be constructed within wetlands. Indicate if structures are temporary or permanent. Provide the total square footage of permanent and temporary wetland impact for the placement of structures.

This Section is not applicable as no wetlands are within the project area.

- 7.2.5.3 How many wetlands will have permanent fill placed within them. Provide the total amount of permanent wetland fill, in square feet.

This Section is not applicable as no wetlands are within the project area.

- 7.2.5.4 How many shrub and/or forested wetlands would be cleared for construction. Provide the total amount of shrub and/or forested wetland conversion, in square feet.

This Section is not applicable as no wetlands are within the project area.

- 7.2.5.5 How many wetlands will be impacted and/or crossed by other construction activities regulated under 281.36 Wis. Stats. (I.e. Road building activities such as

grading and cutting, substation upgrades, new tie-ins, vehicle/equipment access across wetland resulting in soil mixing or soil rutting, etc.).

This Section is not applicable as no wetlands will be impacted and/or crossed by other construction activities as regulated under 281.36 Wis. Stats. as there are no wetlands within the project area.

- 7.2.5.6 For underground installation only: how many wetlands will be crossed by collection lines and specify the installation method (i.e. X wetlands will be bored, Y wetlands will be trenched, etc.).

This Section is not applicable as no wetlands will be crossed by collection lines as there are no wetlands within the project area.

- 7.2.6 Describe the sequencing of matting placement in wetlands and the anticipated duration of matting placement in wetlands. For matting placed in any wetland for longer than 60 consecutive days during the growing season, prepare and submit a wetland matting restoration plan with the application filing.

This Section is not applicable as no matting is necessary as there are no wetlands within the project area.

- 7.2.7 For wetlands that will be open cut trenched, provide the following:

This Section is not applicable as no wetlands will be open-cut trenched, as there are no wetlands within the project area.

- 7.2.8 For wetlands that will be directionally bored, provide the following:

This Section is not applicable as no wetlands will be directionally bored, as there are no wetlands within the project area.

- 7.2.9 For wetlands that will be plowed, resulting in a discharge of fill (soil mixing and/or soil rutting), provide the following:

This Section is not applicable as no wetlands will be plowed, resulting in a discharge of fill, as there are no wetlands within the project area.

- 7.2.10 For wetlands that will be crossed/accessed by vehicle/equipment resulting in a discharge of fill (soil mixing and/or soil rutting), provide the following:

This Section is not applicable as no wetlands will be crossed or accessed by vehicles/equipment resulting in a discharge of fill, as there are no wetlands within the project area.

- 7.2.11 For wetland vegetation that will be cleared or cut for construction, provide the following:

This Section is not applicable as no wetland vegetation will be cleared for construction, as there are no wetlands within the project area.

- 7.2.12 Provide any methods to be used to avoiding, minimizing, and mitigating construction impacts in and near wetlands. This discussion should include, but is not limited to, how wetland impact was first avoided then minimized by shifting the project boundary, relocating structures, and/or fill outside of wetland, minimizing construction ROW through wetland, by installation methods (I.e. directional bore versus open-cut trenching, soil segregation during trenching, etc.) equipment crossing methods (I.e. use of construction matting, frozen ground conditions, etc.), sediment and erosion controls, invasive species protocols for equipment, etc.

This project was designed to avoid the indicated wetlands nearby. These indicated wetlands are artificial and were created to accommodate the runoff from the Applicant's office, warehouse, and parking space. This indicated wetland/runoff area will be used to accommodate the additional runoff from the impervious fill generated as part of this project.

- 7.2.13 Indicate if an environmental monitor will be employed during project construction and restoration activities. If so, describe the monitors' roles and responsibilities, frequency of visits, etc.)

An environmental monitor will not be employed at this site, as there are no wetlands within the project area.

- 7.2.14 Describe how all wetlands within the project area would be restored. This discussion should include details on the seeding plan, maintenance and monitoring, restoring elevations and soil profiles, restoring wetland hydrology, etc.

There are no wetlands within the project area. There is an artificial wetland outside the project area that was created to drain the impervious area on the property. Any damage caused to this wetland will be restored to pre-construction conditions.

7.3 Mapping Wetland and Waterway Locations, Impacts, and Crossings

- 7.3.1 Aerial Map Imagery showing the following
 - Delineated wetlands, labeled with the feature unique ID

- Wisconsin Wetland Inventory (“Mapped Wetlands” SWDV layer) and hydric soils (“Wetland Indicators and Soils” SWDV layer), if a delineation was not conducted.
- DNR-mapped waterways, labeled with the feature unique ID
- Field identified waterways, labeled with the feature unique ID
- Vehicle crossing method of waterways for both permanent and temporary access, labeled by the crossing method (i.e. TCSB, installation of culvert, installation of bridge, installation of ford, use of existing culvert, use of existing bridge, use of existing ford, driving on the bed)
- ROW
- Locations of temporary and permanent structures
- Transmission line route
- Segment names and nodes
- Access paths (both on and off-ROW). Off-ROW access roads should be labeled with an identifying name or number,
- Staging areas, laydowns, and any temporary workspaces, such as crane pads (labeled with identifying name or number),
- Footprint of new substations and/or footprint of existing substations to be expanded, and associated driveways and permanent storm water management features to be built (ponds, swales, etc.),
- Placement of construction matting in wetlands
- Underground line installation only: symbolize the line route to indicate installation method (directional bore, open-cut trench, plow etc.). This includes the excavation areas in wetlands (i.e. bore pits, open-cut trench, etc.), and
- Locations of any other waterway or wetland impacting activity regulated under Wis. Stats. Chapter 30 and 281.36.
- 7.3.2 A map showing which method(s) were used to identify wetland presence and boundaries within the project area (i.e. wetland field delineation, wetland field determination, conservative desktop review).

The presence of wetlands located within the project area were initially determined with a conservative desktop review process. There were no mapped wetlands or wetland indicators in the proposed project area. A map showing the lack of wetlands and wetland indicators from the Wisconsin DNR Surface Water Data Viewer is shown in Exhibit 9.

8. Endangered, Threatened, Special Concern Species, and Natural Communities

8.1 Provide a copy of the completed ER screening and all supporting materials for all project areas, including all applicable components such as off-ROW access routes, staging areas, new substations, and expansion of existing substations.

An Endangered Resources Preliminary Review Assessment was conducted. This may be viewed in Exhibit 27. It was determined during this preliminary review that an Endangered Resources review was not necessary.

8.2 Submit results from habitat assessments and biological surveys for the proposed project, if completed or if required to be completed per the ER screening. If surveys or assessments are required to be completed prior to construction but have not yet been completed, state when these surveys will be completed. Results from additional surveys conducted during the review of the application, prior to the start of construction, and/or post-construction must be submitted as they are completed.

No Further actions were recommended regarding endangered species according to the Endangered Resources Preliminary Assessment of the proposed project area.

8.3 For all project facilities and areas impacted by construction, discuss potential impacts to rare species as identified in the completed ER screening and/or field assessments.

- 8.3.1 For any required follow-up actions that must be taken to comply with endangered species law, discuss how each required action would affect the proposed project, and how the required action would be complied with.

No further actions were recommended regarding endangered species according to the Endangered Resources Preliminary Assessment of the proposed project area.

- 8.3.2 For any recommended follow-up actions to help conserve Wisconsin's rare species and natural communities, discuss if and how any recommended actions would be incorporated into the proposed project.

No actions will be taken to help conserve rare species and high-quality natural communities as there are no rare species or resources in or around the proposed project area according to the ER Preliminary Assessment.

- 8.3.3 If any recommended follow-up actions are not planned to be incorporated into project construction or operation, state the reasons why.

No recommended follow-up actions are planned at this time as no further actions were required to do lack of endangered species according to the ER Preliminary Assessment.

8.4 Provide communications with DNR and U.S. Fish and Wildlife Service, as applicable.

No communication with the DNR or U.S. Fish and Wildlife is required for this project.

APPENDIX

List of Exhibits

Exhibit Number	Description
1	Aerial Map
2	General Area Map
3	Zoning Map
4	Topographic Map
5	<i>Not Used</i>
6	Private and Public Property
7	Land Cover Map
8	Soil Map
9	Wetlands Overview Map
10	Waterways and Rivers
11	Floodplain Map
12	<i>Not Used</i>
13	Remediation and Redevelopment Map
14	<i>Not Used</i>
15	<i>Not Used</i>
16	<i>Not Used</i>
17	<i>Not Used</i>
18	<i>Not Used</i>
19	Building Design
20	Proposed Location of Permanent Fill
21	Waste Disposal Sites
22	<i>Not Used</i>
23	<i>Not Used</i>
24	Public Access Roads
25	Contaminated Sites Map
26	<i>Not Used</i>
27	ER Preliminary Assessment
28	<i>Not Used</i>
29	Unanticipated Discovery
30	<i>Not Used</i>
31	Project Cost Estimate
32	<i>Not Used</i>
33	Project Schedule
34	<i>Not Used</i>
35	<i>Not Used</i>

