



136 North Monroe Street
Waterloo, Wisconsin 53594-1198

**NOTICE OF A CITY OF WATERLOO
PLAN COMMISSION MEETING**

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and the news media, the following meeting will be held:

MEETING: PLAN COMMISSION
DATE: TUESDAY, APRIL 23, 2019 **TIME: 7:00 p.m.**
LOCATION: 136 N. MONROE STREET, MUNICIPAL BUILDING COUNCIL CHAMBERS

to consider the following:

PUBLIC HEARING – CONDITIONAL USE APPLICATION, JAMES ASSMANN, 557 KNOWLTON STREET.

Note: The submittal and plan set can be viewed at the municipal [Agenda & Meeting Minutes](#) webpage

1. CALL TO ORDER
2. PUBLIC HEARING COMMENT – James Assmann, requests a conditional use permit to allow for the construction of a 24' X 40' (960 sq. ft.) accessory building addition.
3. ADJOURN PUBLIC HEARING

PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING AND PUBLIC HEARING MINUTES: January 31, 2019
3. CITIZEN INPUT
4. COMPLIANCE & ENFORCEMENT REPORT
5. UNFINISHED BUSINESS
 - a. Discussion/Recommendation: Zoning Ordinance Changes Relating To Permitting Attached And Detached Garages And Garden And Yard Equipment Sheds
 - b. Discussion/Recommendation: Revising The Special Assessment Policy (referred from Public Works & Property Committee)
6. NEW BUSINESS
 - a. Discussion/Recommendation: Application For Conditional Use Permit, James Assmann to allow for the construction of a 24' X 40' (960 sq. ft.) accessory building
7. FUTURE AGENDA ITEMS & ANNOUNCEMENTS - Zoning Maps & Planning Map Updates & Forms Updates
8. ADJOURNMENT

Mo Hansen
Mo Hansen, Clerk/Treasurer

Posted, Distributed & Emailed: April 18, 2019

Members: Leisses, Quimby, Crosby, Butzine, Reynolds, Lannoy and vacancy

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, 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 such services please contact the clerk's office at the above location.



136 North Monroe Street
Waterloo, WI 53594
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

**NOTICE OF PUBLIC HEARING FOR CONDITIONAL USE PERMIT UNDER PROVISIONS
OF CHAPTER §385-10 B (7) OF THE ZONING CODE OF THE CITY OF
WATERLOO, JEFFERSON COUNTY, WISCONSIN**

Please take notice that the Plan Commission of the City of Waterloo, Jefferson County, Wisconsin, acting under provisions of Chapter §385-10 B (7) of the Zoning Code of the City of Waterloo, shall hold a public hearing on the matter of an application for a conditional use permit received from James Assmann for the property located at 557 Knowlton Street, Waterloo.

The applicant is requesting a conditional use permit to allow the construction of a 24' X 40' (960 sq. ft.) accessory building addition. A conditional use permit is required for additional garage space of this amount in a residential district.

The property is described as follows:

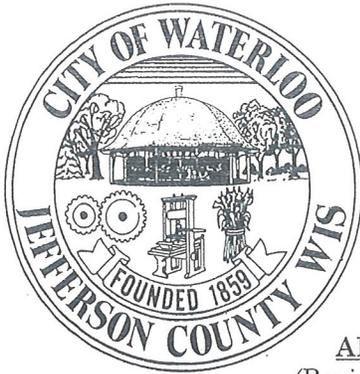
- Tax Parcel: #290-0813-0713-024
- Legal Description: OUT LOT 156 & E10FT of OUT LOT 157, ASR PLT. ALSO BEG 66FT S87DG09'W OF NW/C LOT 1, CSM 1336-4-314, S87DG09'W 86FT, N00DG26'E 66FT, N87DG 09'E 86FT, S00DG26'W 66FT TO POB 1, City of Waterloo, Jefferson County, WI
- Also known as 557 Knowlton Street

Be further notified that the Plan Commission will hear all persons interested or their agents or attorneys concerning the conditional use permit application at a public hearing. The public hearing will be held at **7:00 p.m. on Tuesday, April 23, 2019 in the Council Chamber of the Municipal Building, 136 N. Monroe Street, Waterloo.**

Subsequent to the public hearing, the Plan Commission shall recommend approval, denial, or conditional approval of the conditional use permit to the Common Council. The City Council will act on the Plan Commission's recommendation at its regular scheduled meeting on Thursday, May 2, 2019.


Morton J. Hansen
City Clerk/Treasurer

Pub: The Courier: April 18, 2018



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021
cityhall@waterloowis.com

APPLICATION FOR CONDITIONAL USE PERMIT
(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: 4/1/2012 Fee Paid: 285.00
receipt # 34504

Location of Property: 557 Knowlton St.

Applicant: James Assmann

Address: 557 Knowlton St. Telephone: 920-210-4116

Owner of Property: James Assmann

Address: 557 Knowlton St. Telephone: 920-210-4116

Contractor: MM+L Electric Inc

Address: N7399 Jungle Lane Waterloo WI Telephone: 920-728-4404

Architect or Professional Engineer: James Assmann/Menards

Address: _____ Telephone: _____

Legal Description of Property: < Attached >

Land Parcel Size: .423 acres Present Use: Residential Zoning District: R-2

Type of Existing Structure (if any): House

Proposed Use of the Structure or Site: Garage/Storage Number of Employees: —

Terms of Municipal Code

385-10(B)(7)

Conditional Use Requested

Additional garage or accessory building exceeding 144 square feet

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)

additional space for cars and storage for equipment

ATTACH THE FOLLOWING:

1. Adjoining owners, all names and addresses of all abutting and opposite property owners within 200 feet.
2. Site Plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 4-1 20 12

James Assmann
Signature of Applicant

Name JAMES D ASSMANN
Street 557 KNOWLTON ST
City State Zip WATERLOO, WI 53594

PROPERTY SIZE ?

Acres	Front	Depth
0.423	86.00	214.50

BRIEF LEGAL DESCRIPTION ?
(NOT FOR USE ON LEGAL DOCUMENTS)

OUT LOT 156 & E10FT OF OUT LOT 157, ASR PLT. ALSO BEG 66FT S87DG09'W OF NW/C LOT 1, CSM 1336-4-314, S87DG09'W 86FT, N00DG26'E 66FT, N87DG 09'E 86FT, S00DG26'W 66FT TO POB.

Parcel Number 290-0813-0713-024

Adjoining Owners

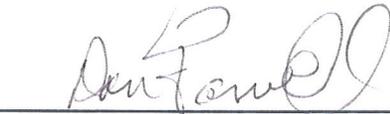
Doug and Pat Meyer
565 Knowlton St.

X  *

Mike Dolphin
545 Knowlton St.

X  *

Daniel and Tina Farwell
561 Van Buren St.

X  *

Frank and Marie Radtke
550 Knowlton St.

X  *

* Denotes that Neighbor has been informed of proposed construction of garage addition and are in approval to allow construction to be done.

608-688-0997 SAFEbuilt	WI UNIFORM PERMIT APPLICATION madisoninspections@safebuilt.com <i>Inspections need to be called in by 4 pm for next business day inspections.</i>	PERMIT NO. TAX KEY#
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ISSUING MUNICIPALITY	<input type="checkbox"/> TOWN <input type="checkbox"/> VILLAGE <input checked="" type="checkbox"/> CITY OF <u>Waterloo</u> COUNTY: <u>Jefferson</u>	PROJECT LOCATION (Building Address)	557 Knowlton St
		PROJECT DESCRIPTION	Garage Addition <input type="checkbox"/> COMMERCIAL <input checked="" type="checkbox"/> ONE & TWO FAMILY

Owner's Name James Assmann	Mailing Address - Include City & Zip 557 KNowlton St Waterloo WI 53594	Telephone - Include Area Code 920-210-4116
Construction Contractor (DCLic No.) MM&L Electric Inc.	Mailing Address - Include City & Zip N7399 Jungle Lane Waterloo WI. 53594	Telephone - Include Area Code 920-728-4404
Dwelling Contractor Qualifier (DCQ Lic No.) James Assmann	Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor	Telephone - Include Area Code 920-210-4116
Plumbing Contractor (Lic No.)	Mailing Address - Include City & Zip	Telephone - Include Area Code
Electrical Contractor (Lic No.) MM&L Electric Inc.	Mailing Address - Include City & Zip N7399 Jungle Lane Waterloo WI. 53594	Telephone - Include Area Code 920-728-4404
HVAC Contractor (Lic No.)	Mailing Address - Include City & Zip	Telephone - Include Area Code

PROJECT INFORMATION		Subdivision Name		Lot No.	Block No.																					
Zoning District <u>R-2</u>	Lot Area Sq. Ft.	N.S.E.W. Setbacks	Front <u>N/A</u> Ft.	Rear <u>Rear</u> Ft.	Left <u>N/A</u> Ft.																					
				Right <u>Right</u> Ft.																						
1a. PROJECT	3. TYPE	6. STORIES	9. HVAC EQUIPMENT	12. ENERGY SOURCE																						
<input type="checkbox"/> New <input checked="" type="checkbox"/> Addition <input type="checkbox"/> Raze <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Move <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi <input type="checkbox"/> Commercial	<input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input checked="" type="checkbox"/> Other Garage <u>14-6</u>	<input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Baseboard or Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Conditioning <input type="checkbox"/> Other _____	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Fuel</td> <td>Nat. Gas</td> <td>L.P.</td> <td>Oil</td> <td>Elec. *</td> <td>Solid</td> <td>Solar</td> </tr> <tr> <td>Space Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Water Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar	Space Htg	<input type="checkbox"/>	Water Htg	<input type="checkbox"/>										
Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar																				
Space Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																				
Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																				
1b. GARAGE	4. CONST. TYPE	7. FOUNDATION	10. PLUMBING																							
<input checked="" type="checkbox"/> Attached <input type="checkbox"/> Detached	<input checked="" type="checkbox"/> Site Constructed <input type="checkbox"/> Mfd. UDC <input type="checkbox"/> Mfd. HUD	<input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input type="checkbox"/> ICF <input type="checkbox"/> Other _____	Sewer <input type="checkbox"/> Municipal <input type="checkbox"/> Septic No. _____																							
2. AREA	5. ELECTRICAL	8. USE	11. WATER																							
Basement _____ Sq. Ft. Living Area _____ Sq. Ft. Garage ⁹⁶⁰ _____ Sq. Ft. Other _____ Sq. Ft. TOTAL ⁹⁶⁰ Sq Ft _____	Entrance Panel Size: _____ amp Service: ___ New ___ Rewire _____ Phase _____ Volts <input type="checkbox"/> Underground <input type="checkbox"/> Overhead Power Company: _____	<input type="checkbox"/> Seasonal <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well																							
			13. HEAT LOSS (Calculated)																							
			Total _____ BTU/HR																							
			14. ESTIMATED COST																							
			\$ <u>17,500</u>																							

I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the Notice to Permit Applicants form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the Notice to Permit Applicants form. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done.

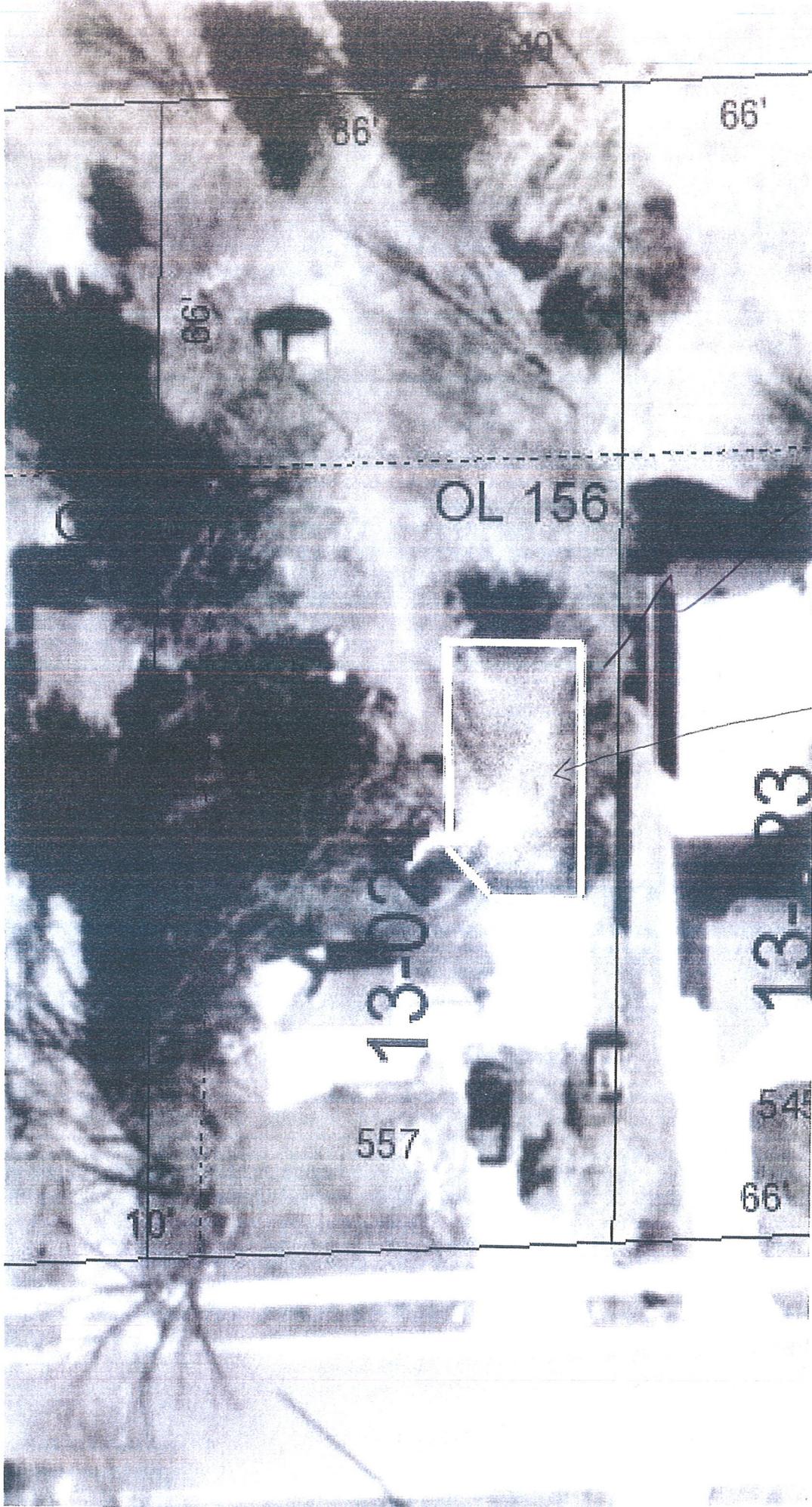
I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the Notice to Permit Applicants form.

APPLICANT (PRINT): James Assmann **SIGN:** [Signature] **DATE:** 2/28/2019

APPROVAL CONDITIONS This permit is issued pursuant to the attached conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. Owner/Builder solely responsible for compliance with all applicable State & Local Building and Zoning codes.

INSPECTIONS NEEDED Building Footing Foundation Rough Insulation Bsmt. Fl. Final
 Electric Rough Service Final Plumbing Rough Underfloor Final HVAC Rough Final

FEES:	PERMIT(S) ISSUED	SEAL NO. _____	Municipality No. _____
Building Fee _____ Zoning Fee _____ WI Seal _____ Electric Fee _____ Plumbing Fee _____ HVAC Fee _____ Adm. Fee _____ Other _____ Total _____ \$ 0.00	Bldg. # At top of form _____ Zoning # _____ Elec. # _____ Plmb. # _____ HVAC # _____	RECEIPT CK # _____ Amount \$ _____ Date _____ From _____ Rec By. _____	PERMIT EXPIRATION: Permit expires two years from date issued unless municipal ordinance is more restrictive.
		PERMIT ISSUED BY MUNICIPAL AGENT: Name _____ Date _____ Certification No. _____	



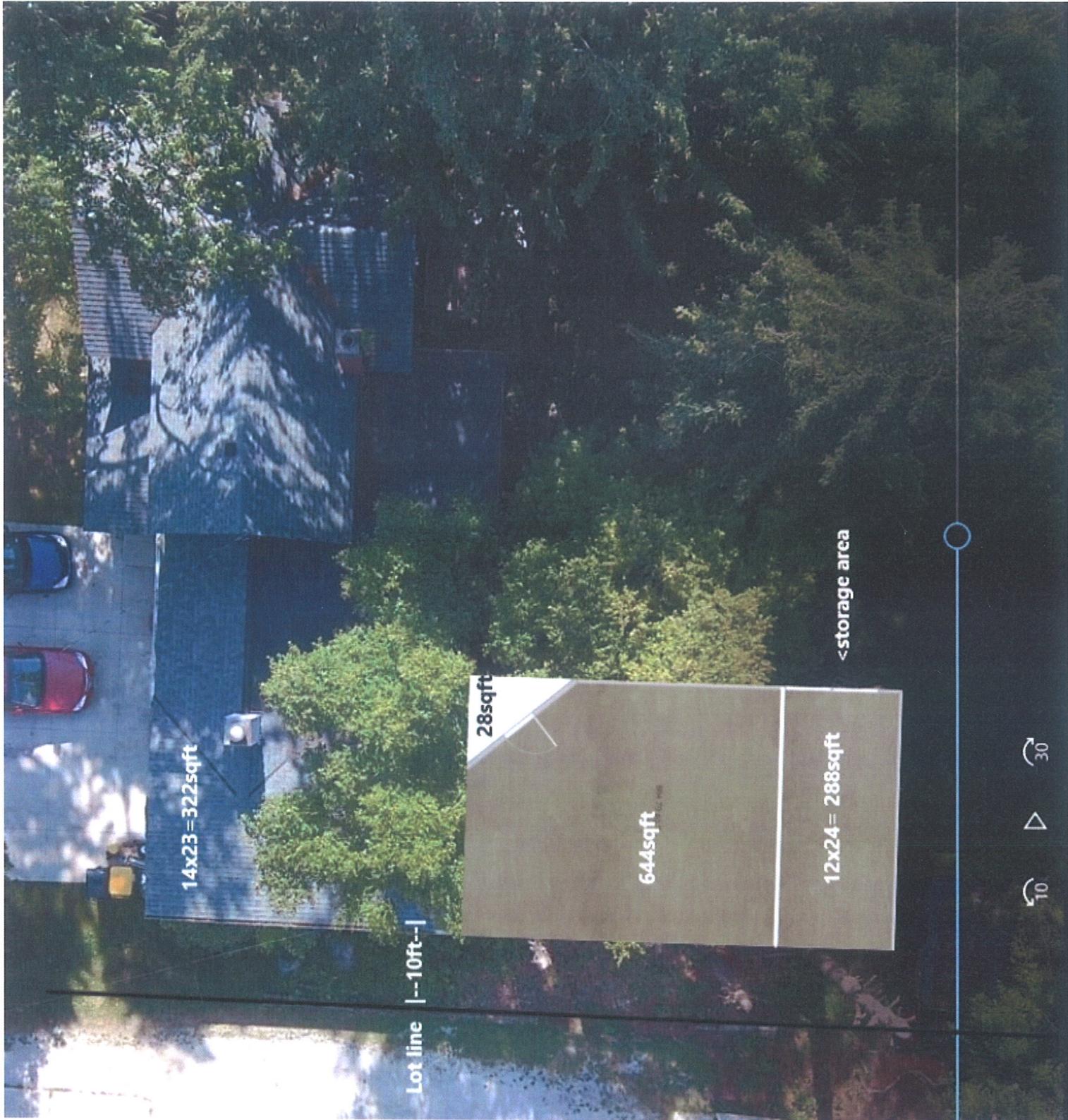
557 Knowlton St.
Waterloo WI 53594

Setback?

Proposed Addition
Length 40'
width 24'

EXIST.
GAR 408sq

Lot
Width 86'
Depth 214.5'
0.423 Acres



14x23 = 322sqft

Lot line | --10ft-- |

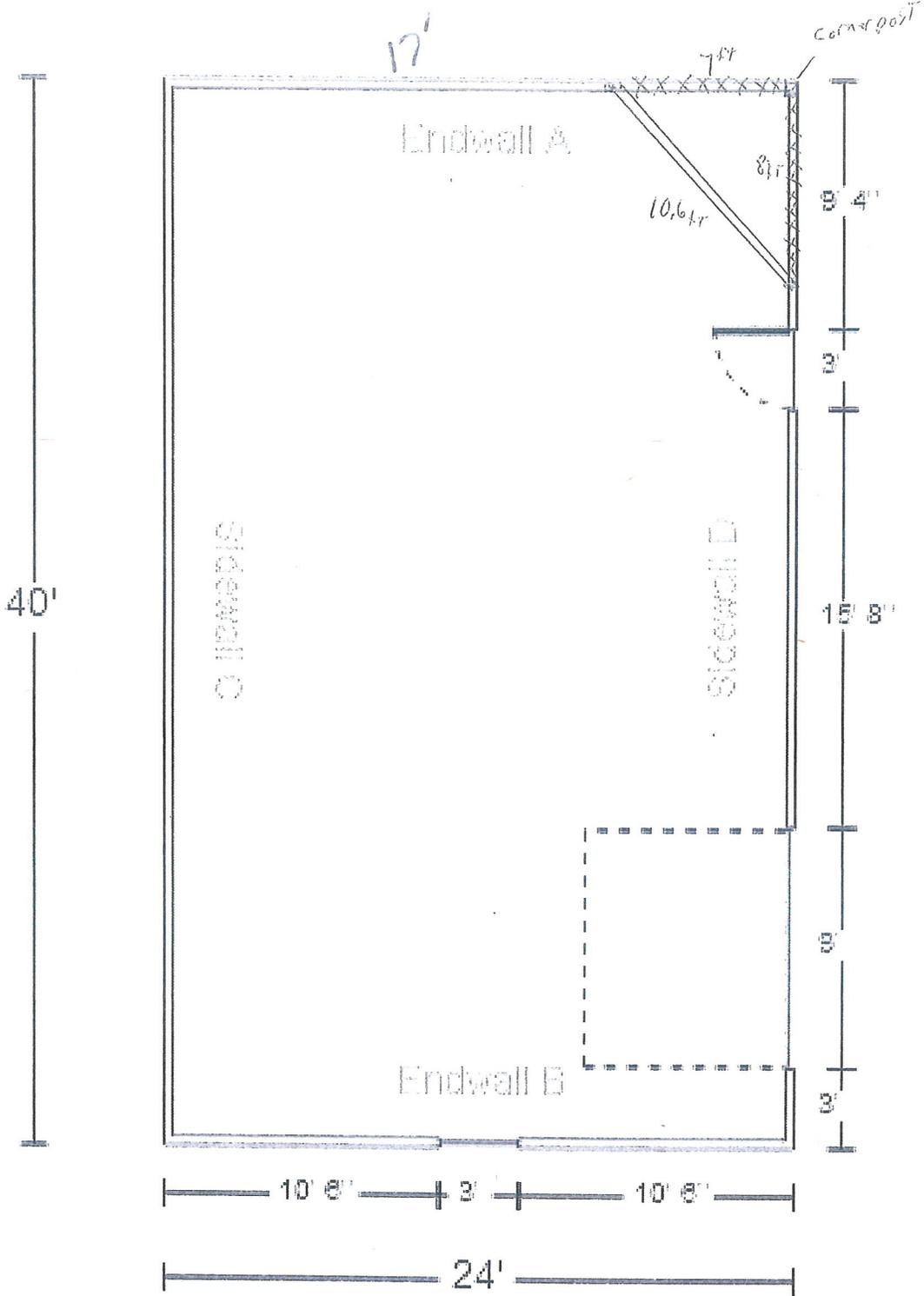
28sqft

644sqft

12x24 = 288sqft

< storage area





Knowlton St.

lot
12110
+ 408
932

EXISTING
Square
Foot

17x24

24'

40'

24'

Lot
width 86ft
Depth 214.5ft



Name JAMES D ASSMANN
Street 557 KNOWLTON ST
City State Zip WATERLOO WI 53594

PROPERTY SIZE ?

Acres	Front	Depth
0.423	86.00	214.50

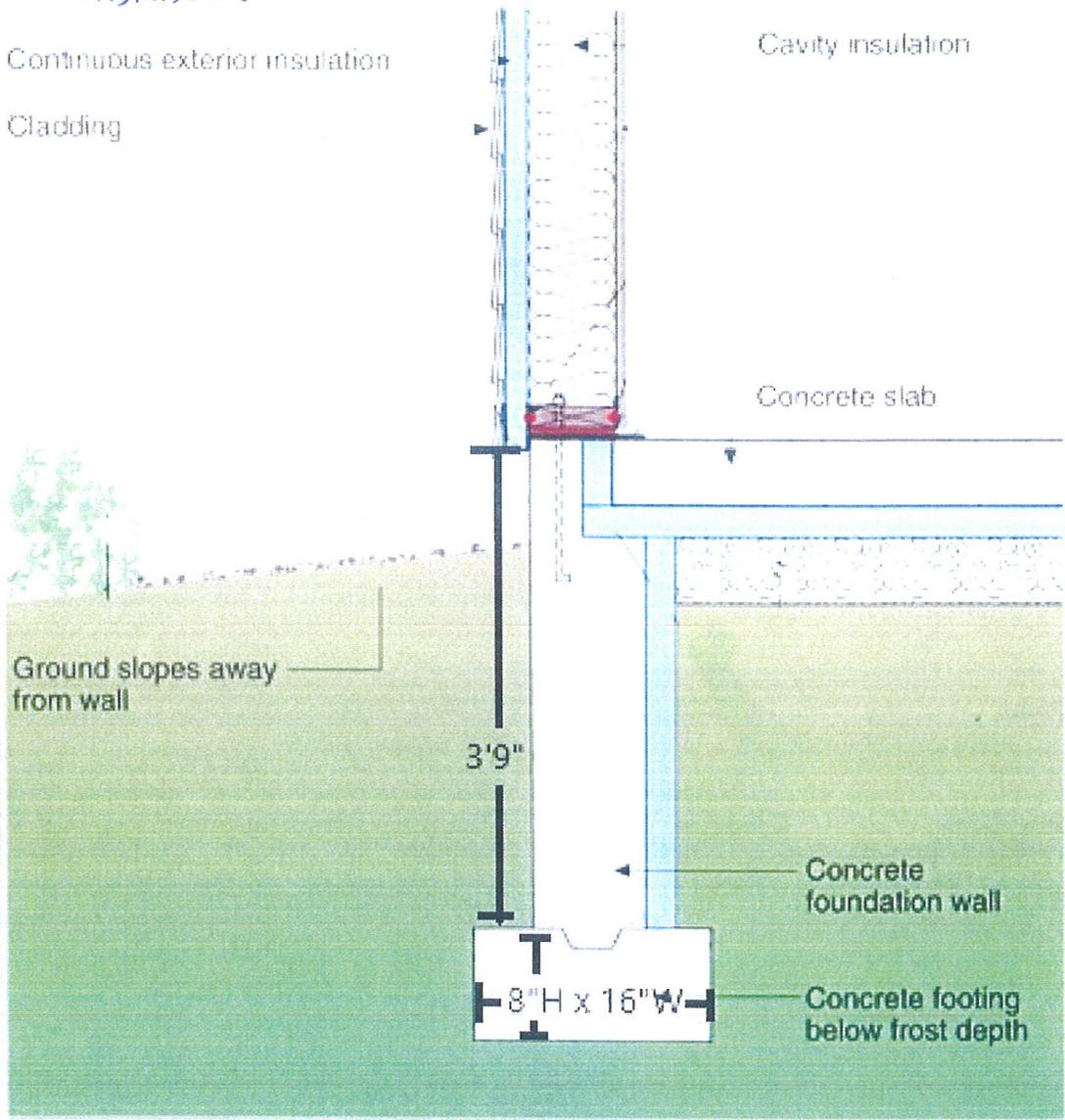
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MR. Concrete
Matt Rasmussen 608-669-0587

Foundation



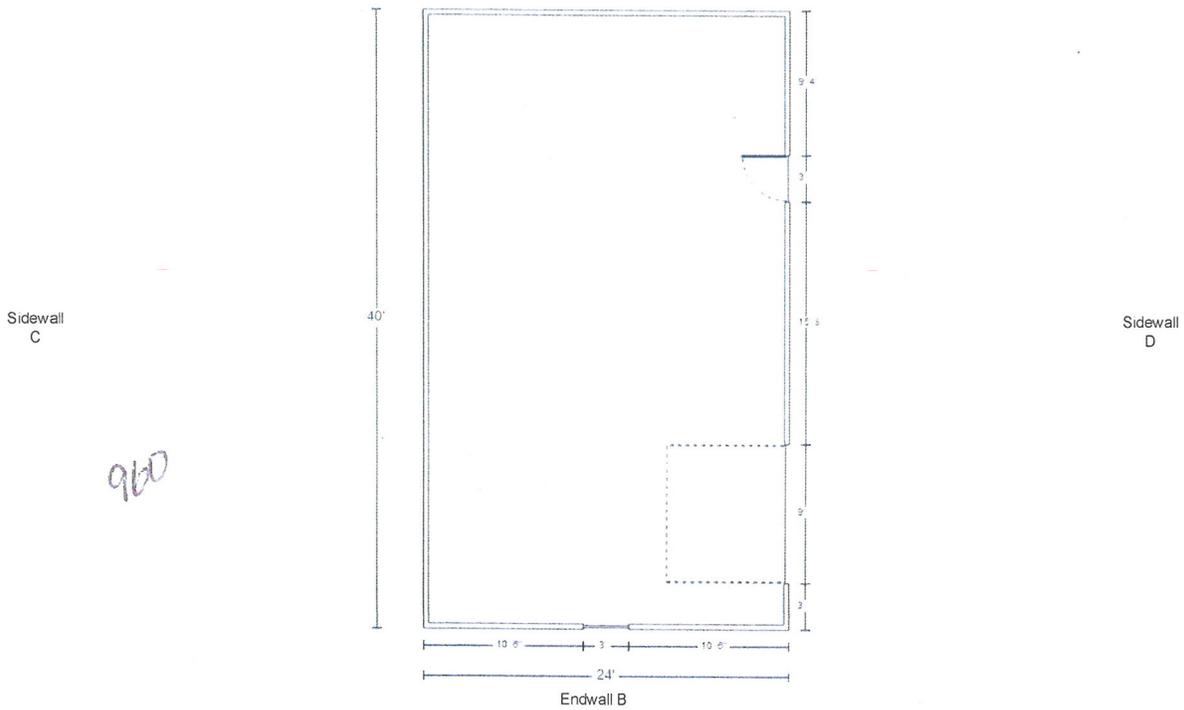


SUN PRAIRIE, 355 S GRAND AVE, SUN PRAIRIE, WI, 608-825-3824

Garage Floor Plan

**Illustration may not depict all selections.

Endwall A



Design Name: Garage Design
 Design ID: 334657868140
 Estimate ID: 28677

Estimated Total Price: \$9233.08*

*Today's estimated price, future pricing may go up or down. Tax, labor, and delivery not included. Price does not reflect mail-in rebates.

Floor type (concrete, dirt, gravel) is NOT included in estimated price. The floor type is used in the calculation of materials needed. Labor, foundation, steel beams, paint, electrical, heating, plumbing, and delivery are also NOT included in estimated price. This is an estimate. It is only for general price information. This is not an offer and there can be no legally binding contract between the parties based on this estimate. The prices stated herein are subject to change depending upon the market conditions. The prices stated on this estimate are not firm for any time period unless specifically written otherwise on this form. The availability of materials is subject to inventory conditions.

MENARDS IS NOT RESPONSIBLE FOR ANY LOSS INCURRED BY THE GUEST WHO RELIES ON PRICES SET FORTH HEREIN OR ON THE AVAILABILITY OF ANY MATERIALS STATED HEREIN. All information on this form, other than price, has been provided by the guest and Menards is not responsible for any errors in the information on this estimate, including but not limited to quantity, dimension and quality. Please examine this estimate carefully.

MENARDS MAKES NO REPRESENTATIONS, ORAL, WRITTEN OR OTHERWISE THAT THE MATERIALS LISTED ARE SUITABLE FOR ANY PURPOSE BEING CONSIDERED BY THE GUEST BECAUSE OF WIDE VARIATIONS IN CODES, THERE ARE NO REPRESENTATIONS THAT THE MATERIALS LISTED HEREIN MEET YOUR CODE REQUIREMENTS. THE PLANS AND/OR DESIGNS PROVIDED ARE NOT ENGINEERED. LOCAL CODE OR ZONING REGULATIONS MAY REQUIRE SUCH STRUCTURES TO BE PROFESSIONALLY ENGINEERED AND CERTIFIED PRIOR TO CONSTRUCTION.





SUN PRAIRIE, 355 S GRAND AVE, SUN PRAIRIE, WI, 608-825-3824

Design Summary

Here is a summary of all your customized selections.

Building Info:

- Truss Type: Common
- Pitch: 4/12 Pitch
- Framing Size: 2" x 6"
- Width: 24'
- Length: 40'
- Height: 10'
- Gable Overhang: 1'
- Eave Overhang: 2'
- Block Option: None

Roof Info:

- Garage Roof Sheathing: 1/2" OSB (Oriented Strand Board)
- Roofing Material Type: Architectural Shingle
- Roof Vents: Air Vent 12" Galvanized Roof Turbine Vent Internally Braced with Base
- Roof Vent Color: Weathered Wood
- Ridge Vent: None
- Garage Roofing: Atlas Castlebrook™ 35 Architectural Shingles (32.8 sq. ft.)
- Roofing Color: Hearthstone Gray
- Roof Underlayment: #30 Felt Roofing Underlayment 3' x 72' (216 sq. ft.)
- Ice and Water Barrier: Owens Corning® WeatherLock® G Granulated Self-Sealing Ice and Water Barrier 3' x 66.7" (200 sq. ft.)
- Garage Fascia: 6" x 12" Aluminum Rustic Fascia
- Fascia Color: White
- Garage Soffit: 16" x 12" Aluminum Vented Soffit
- Soffit Color: White

Additional Options:

- Wall Finish: None
- Truss Fastener: FastenMaster® TimberLOK® 5/16" x 6" Hex Drive Black Hex Head Wood Screw - 50 Count
- Ceiling Finish: None
- Wall Insulation: Guardian R-19 Kraft-Faced Fiberglass Insulation 6.5" x 15" x 39.17' - 49 sq. ft.
- Ceiling Insulation: Guardian R-19 Kraft-Faced Fiberglass Insulation 6.5" x 23" x 39.17' - 75.1 sq. ft.

Wall Info:

- Siding Material Types: Vinyl
- Siding: ABC TO® Cedar Creek™ Double 4" Dutchlap
- Siding Color: White
- Gable Vents: Novik® 12" x 12" Square Gable Vent
- Gable Vent Color: ABT Co - White - 001
- Walls Sheathing: RoyOMartin 1/2" Eclipse Foil Faced OSB

Openings:

- JELD-WEN 36"W x 36"H Vinyl Sliding w/Nailing Flange: 1
- Mastercraft® Primed Steel 6-Panel Prehung Exterior Door: 1
- Ideal Door® 5-Star 9' x 8' White Premium Insulated Garage Door: 1

What's Next

Finalized your Garage design? Great! Now it's time to set-up shipping!



If you have already set up your shipping/delivery options, please disregard this section

Set Up Shipping

1. If you completed the order online, check your email for a confirmation receipt and follow the directions included in it.
2. Take this printout to the Menards store location you selected (shown above).
3. Find a team member from the Building Materials department and show them your receipt and this print-out.
4. Set up a time and location for delivery.



Design Name: Garage Design

Design ID: 334657868140

Estimate ID: 28677



SUN PRAIRIE, 355 S GRAND AVE, SUN PRAIRIE, WI, 608-825-3824

SKU	Description	Quantity	Usage
1616102	Guardian R-19 Kraft Faced Fiberglass Insulation Roll 15" x 39 17' (49 sq. ft.)	25	Wall Insulation
1616103	Guardian R-19 Kraft Faced Fiberglass Insulation Roll 23" x 39 17' (75.1 sq. ft.)	13	Ceiling Insulation
1871306	24-0-0 Common 4.0/12	19	Truss
1871322	24-0-0 End Truss 4.0/12	2	End Truss
2082165	Grip Fast® 1-1/4" Electro-Galvanized Coil Roofing Nails -7,200 Count	1	Roofing Nails
2271617	MiTek® 24" O.C. Multi-Unit Truss Spacer	8	Truss Spacer
2293672	Grip Fast® 1-1/2" Vinyl Siding Nail - 2 lb. Box	3	Siding Fasteners
2295347	Grip Fast® 2-1/2" 8D Vinyl-Coated Smooth Shank Sinker Nail - 5 lb. Box	52	Sheathing Fasteners
2300042	FastenMaster® TimberLOK® 5/16" x 6" Hex Drive Black Hex Head Wood Screw - 50 Count	1	Truss Fastener
4040456	JELD-WEN® Good Series 36" W x 36" H Vinyl Left Sliding Window - White/White	1	Window
4140346	Mastercraft® Embossed 36" W x 80" H Primed Steel 6-Panel Prehung Exterior Door with 6-9/16" Frame - Right Inswing	1	Service Door
4171635	Royal® Building Products 7/16" x 2" x 9' White PVC Garage Door Stop	2	Door Stop Vertical
4171635	Royal® Building Products 7/16" x 2" x 9' White PVC Garage Door Stop	1	Door Stop Horizontal
4179381	Royal® Building Products 11/16" x 5-13/16" x 10' White PVC Jamb Trim	2	Jamb Trim Vertical
4179381	Royal® Building Products 11/16" x 5-13/16" x 10' White PVC Jamb Trim	1	Jamb Trim Horizontal
4179734	Royal® Building Products 1-1/4" x 2" x 10' White PVC Brickmould	2	Brick Moulding Vertical
4179734	Royal® Building Products 1-1/4" x 2" x 10' White PVC Brickmould	1	Brick Moulding Horizontal
4251075	Ideal Door® Keyed Lockset Kit for Residential Overhead Garage Door	1	Overhead Door Lock
4251088	Ideal Door® Overhead Garage Door Track Angle Iron Hanging Kit	1	Overhead Door Hardware
4254687	Ideal Door® Traditional 9' x 8' White Insulated Garage Door (R-Value 6.5)	1	Overhead Door
4334206	Nelson 6" Pine Shims - 9-pack	1	Opening Shim
4400207	Tru-Bolt® Madison Entry Combo - Knob - Satin Chrome	1	Service Door Lock
5634342	White Lightning™ Window & Door Silicone Rubber Clear Sealant - 9 oz	1	Opening Caulk



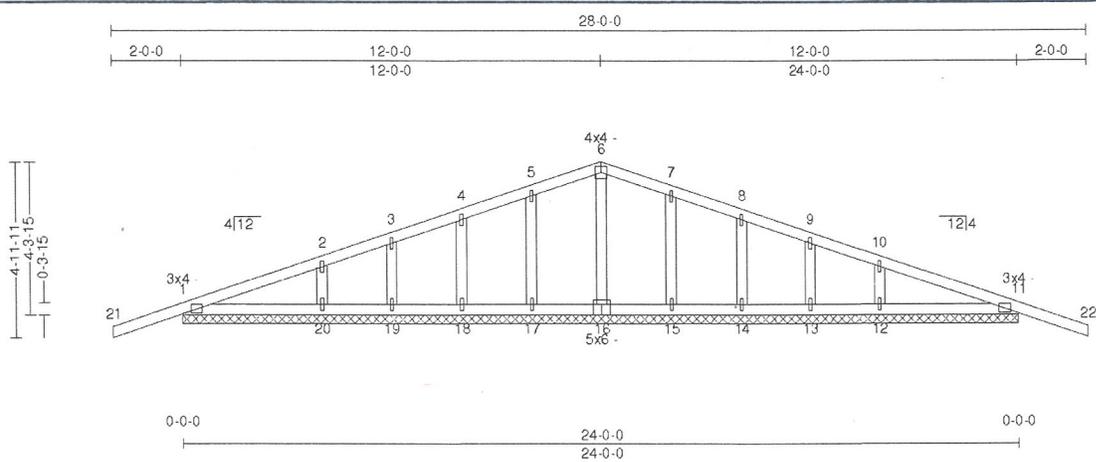
Design Name: Garage Design

Design ID 334657868140

Estimate ID 28677

Midwest Manufacturing Address 1 Address 2 City, State Zip	Truss: C11124 JobName: RESSTOCK ENDS Date: 02/22/17 09:35:29 Page: 1 of 1
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SPAN 24-0-0	PITCH 4/12	QTY 1	OHL 2-0-0	OHR 2-0-0	CANT L 0-0-0	CANT R 0-0-0	PLYS 1	SPACING 24 in	WGT/PLY 82 lbs
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All plates shown to be Eagle 20 unless otherwise noted.

Loading (psf)	General	CSI Summary	Deflection	L/	(loc)	Allowed
TCLL: 42 Snow(Ps/Pg): 4260 TCDL: 10 BCLL: 0 BCDL: 10	Bldg Code: IRC 2012/ TPI 1-2007 Rep Mbr Increase: No Lumber D.O.L.: 115 %	TC: 0.77 (11-22) BC: 0.10 (11-12) Web: 0.09 (5-17)	Vert TL: 0.01 in Vert LL: 0 in Horz TL: 0 in	L/999 L/999	(11-12) 12	L/180 L/240

Reaction Summary

Brg Combo	Brg Width	Max React	Ave React	Max Grav Uplift	Max MWFRS Uplift	Max C&C Uplift	Max Uplift	Max Horiz
1		560 lbs	166 pif	-34 lbs	-7 lbs	-149 lbs	-149 lbs	-122 lbs

Material Summary

TC SPF #2 2 x 4
 BC SPF #2 2 x 4
 Webs SPF Stud 2 x 4

Bracing Summary

TC Bracing: Sheathed or Purlins at 6-3-0, Purlin design by Others.
 BC Bracing: Sheathed or Purlins at 10-0-0, Purlin design by Others.

Loads Summary

- 1) This truss has been designed for the effects of balanced and unbalanced snow loads for hips/gables in accordance with ASCE7 - 10 with the following user defined input: 60 psf ground snow load, Terrain Category B, Exposure Category Fully Exposed (Ce = 0.9), Risk Category II (I = 1.00), Thermal Condition Cold ventilated (Ct = 1.1), DOL = 1.15. Ventilated. If the roof configuration differs from hip/gable, Building Designer shall verify snow loads.
- 2) This truss has been designed to account for the effects of ice dams forming at the eaves.
- 3) This truss has been designed for the effects of wind loads in accordance with ASCE7 - 10 with the following user defined input: 115 mph (Factored), Exposure B, Enclosed, Gable/Hip, Risk Category II, Over all Bldg Dims 25 ft x 60 ft, h = 15 ft, End Zone Truss, Both end webs considered. DOL = 1.60

Member Forces Summary

This indicates Member ID, max CSI max axial force, (max comp. force if different from max axial force) Only forces greater than 300 lbs are shown in this table

Member	Force
2-20	0.069 -310 lbs
10-12	0.069 -310 lbs

JSI Summary

1 = 0.48, 2 = 0.76, 3 = 0.55, 4 = 0.55, 5 = 0.55, 6 = 0.47, 7 = 0.55, 8 = 0.55, 9 = 0.55, 10 = 0.76, 11 = 0.48, 12 = 0.79, 13 = 0.57, 14 = 0.57, 15 = 0.57, 16 = 0.19, 17 = 0.57, 18 = 0.57, 19 = 0.57, and 20 = 0.79

Notes

- 1) Unless noted otherwise, do not cut or alter any truss member or plate without prior approval from a Professional Engineer.
- 2) Gable requires continuous bottom chord bearing.
- 3) Gable webs placed at 24" OC, U.N.O.
- 4) Attach gable webs with 1x4 20ga plates, U.N.O.
- 5) Bracing shown is for in-plane requirements. For out-of-plane requirements, refer to BCSI-B3 published by the SBCA.
- 6) When this truss has been chosen for quality assurance inspection, the Double Polygon Method per TPI 1-2007/Chapter 3 shall be used.
- 7) The fabrication tolerance for this roof truss is 10 % (Cq = 0.90).
- 8) Creep has been considered in the analysis of this truss.
- 9) Due to negative reactions in gravity load cases, special connections to the bearing surface at joints 12, 20 may need to be considered.
- 10) Listed wind uplift reactions based on MWFRS & C&C loading.

ALL PERSONS FABRICATING, HANDLING, ERECTING OR INSTALLING ANY TRUSS BASED UPON THIS TRUSS DESIGN DRAWING ARE INSTRUCTED TO REFER TO ALL OF THE INSTRUCTIONS, LIMITATIONS AND QUALIFICATIONS SET FORTH IN THE EAGLE METAL PRODUCTS DESIGN NOTES ISSUED WITH THIS DESIGN AND AVAILABLE FROM EAGLE UPON REQUEST. DESIGN VALID ONLY WHEN EAGLE METAL CONNECTORS ARE USED.

TrueBuild® Software v5.5.2.240
 Eagle Metal Products
 Dallas, TX 75234

Mo Hansen

From: Mo Hansen <cityhall@waterloowi.us>
Sent: Thursday, April 18, 2019 10:08 AM
To: 'Kohn-Born, Jackie'
Subject: RE: City of Waterloo conditional use application for internal review

Confirming receipt. Thank you.
-Mo

From: Kohn-Born, Jackie [mailto:jkohn@geo-logic.com]
Sent: Thursday, April 18, 2019 9:21 AM
To: Hansen, Mo <cityhall@waterloowi.us>
Subject: Re: City of Waterloo conditional use application for internal review

Good Morning Mo,

Please find my electronic comments contained in the attached pdf for 2019-04-10 conditional use permit at 577 Knowlton Street.

Thank you,

Jackie Kohn – Born, PE

Design Engineer

Kunkel Engineering Group

a Geo-Logic Company

1115 South Main Street

West Bend, WI 53095

(920)763-8155

jkohn@geo-logic.com

www.kunkelengineering.com | www.geo-logic.com

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distribution, or use of the contents of this message is strictly prohibited. If you receive this message in error, please notify the sender by return e-mail and permanently delete all copies of the original e-mail and any attached documentation. Thank you.

From: mhansen@waterloowi.us <mhansen@waterloowi.us>
Sent: Wednesday, April 10, 2019 9:40 AM
To: Leisses, Mitchell; Chris Butschke
Subject: City of Waterloo conditional use application for internal review

The Clerk/Treasurer's office has received an application for internal municipal review – 577 Knowlton Street, Conditional Use Permit (James Assmann). A garage addition exceeding maximum allowable accessory structure square footage.

LINK TO: [Municipal Application](#)

1. Please route review comments to me via email by 4/23/2019 to ensure they are included for legislative consideration. If you find information missing or other review challenges, please call or email me ASAP.
2. This matter will be before the Plan Commission on April 23, 2019 at 7 pm.

Thank you.

Mo Hansen | Clerk/Treasurer | [City of Waterloo](#) | 920.478.3025

608-688-0997 SAFEbuilt	WI UNIFORM PERMIT APPLICATION madisoninspections@safebuilt.com <i>Inspections need to be called in by 4 pm for next business day inspections.</i>	PERMIT NO. TAX KEY#
----------------------------------	--	------------------------

ISSUING MUNICIPALITY	<input type="checkbox"/> TOWN <input type="checkbox"/> VILLAGE <input checked="" type="checkbox"/> CITY OF <u>Waterloo</u> COUNTY: <u>Jefferson</u>	PROJECT LOCATION (Building Address)	557 Knowlton St
		PROJECT DESCRIPTION	Garage Addition <input type="checkbox"/> COMMERCIAL <input checked="" type="checkbox"/> ONE & TWO FAMILY

Owner's Name James Assmann	Mailing Address - Include City & Zip 557 KNowlton St Waterloo WI 53594	Telephone - Include Area Code 920-210-4116
Construction Contractor (DCLic No.) MM&L Electric Inc.	Mailing Address - Include City & Zip N7399 Jungle Lane Waterloo WI. 53594	Telephone - Include Area Code 920-728-4404
Dwelling Contractor Qualifier (DCQ Lic No.) James Assmann	Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor	Telephone - Include Area Code 920-210-4116
Plumbing Contractor (Lic No.)	Mailing Address - Include City & Zip	Telephone - Include Area Code
Electrical Contractor (Lic No.) MM&L Electric Inc.	Mailing Address - Include City & Zip N7399 Jungle Lane Waterloo WI. 53594	Telephone - Include Area Code 920-728-4404
HVAC Contractor (Lic No.)	Mailing Address - Include City & Zip	Telephone - Include Area Code

Provide setback info

PROJECT INFORMATION		Subdivision Name		Lot No.	Block No.																					
Zoning District <u>R-2</u>	Lot Area Sq. Ft.	N.S.E.W. Setbacks	Front <u>N/A</u> Ft.	Left <u>N/A</u> Ft.	Right <u>Rear</u> Ft.																					
1a. PROJECT	3. TYPE	6. STORIES	9. HVAC EQUIPMENT	12. ENERGY SOURCE																						
<input type="checkbox"/> New <input checked="" type="checkbox"/> Addition <input type="checkbox"/> Raze <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Move <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Single Family <input type="checkbox"/> Two Family <input type="checkbox"/> Multi <input type="checkbox"/> Commercial	<input type="checkbox"/> 1-Story <input type="checkbox"/> 2-Story <input checked="" type="checkbox"/> Other Garage <u>14-6</u>	<input type="checkbox"/> Forced Air Furnace <input type="checkbox"/> Radiant Baseboard or Panel <input type="checkbox"/> Heat Pump <input type="checkbox"/> Boiler <input type="checkbox"/> Central Air Conditioning <input type="checkbox"/> Other _____	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>Fuel</td> <td>Nat. Gas</td> <td>L.P.</td> <td>Oil</td> <td>Elec. *</td> <td>Solid</td> <td>Solar</td> </tr> <tr> <td>Space Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Water Htg</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar	Space Htg	<input type="checkbox"/>	Water Htg	<input type="checkbox"/>										
Fuel	Nat. Gas	L.P.	Oil	Elec. *	Solid	Solar																				
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Water Htg	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																				
1b. GARAGE	4. CONST. TYPE	7. FOUNDATION	10. PLUMBING		* <input type="checkbox"/> Dwelling unit will have 3 kilowatt or more installed electric space heater equipment capacity.																					
<input checked="" type="checkbox"/> Attached <input type="checkbox"/> Detached	<input checked="" type="checkbox"/> Site Constructed <input type="checkbox"/> Mfd. UDC <input type="checkbox"/> Mfd. HUD	<input checked="" type="checkbox"/> Concrete <input type="checkbox"/> Masonry <input type="checkbox"/> Treated Wood <input type="checkbox"/> ICF <input type="checkbox"/> Other _____	Sewer <input type="checkbox"/> Municipal <input type="checkbox"/> Septic No. _____																							
2. AREA	5. ELECTRICAL	8. USE	11. WATER		13. HEAT LOSS (Calculated)																					
Basement _____ Sq. Ft. Living Area _____ Sq. Ft. Garage ⁹⁶⁰ _____ Sq. Ft. Other _____ Sq. Ft. TOTAL ⁹⁶⁰ Sq Ft _____	Entrance Panel Size: _____ amp Service: ___ New ___ Rewire _____ Phase _____ Volts <input type="checkbox"/> Underground <input type="checkbox"/> Overhead Power Company: _____	<input type="checkbox"/> Seasonal <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Other _____	<input checked="" type="checkbox"/> Municipal Utility <input type="checkbox"/> Private On-Site Well		Total _____ BTU/HR																					
				14. ESTIMATED COST																						
				\$ <u>17,500</u>																						

I understand that I am subject to all applicable codes, laws, statutes and ordinances, including those described on the Notice to Permit Applicants form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the part of the City of Waterloo that all the above information is accurate. If one acre or more of land is being developed, the applicant shall be responsible for obtaining all necessary permits for stormwater management and the owner shall sign the statement of work on the Notice to Permit Applicants form. I expressly grant the City of Waterloo, its authorized agent, permission to enter the premises for which this permit is issued, at any time during the term of this permit, for the purpose of inspecting the work which is being done.

Revise for accuracy, does not match info provided on other documents

Verify there will be no municipal sewer connection

I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the Notice to Permit Applicants form.

APPLICANT (PRINT): James Assmann SIGN: [Signature] DATE: 2/28/2019

APPROVAL CONDITIONS This permit is issued pursuant to the attached conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. Owner/Builder solely responsible for compliance with all applicable State & Local Building and Zoning codes.

INSPECTIONS NEEDED Building Footing Foundation Rough Insulation Bsmt. Fl. Final
 Electric Rough Service Final **Plumbing** Rough Underfloor Final **HVAC** Rough Final

FEES:	PERMIT(S) ISSUED	SEAL NO. _____	Municipality No. _____
Building Fee _____ Zoning Fee _____ WI Seal _____ Electric Fee _____ Plumbing Fee _____ HVAC Fee _____ Adm. Fee _____ Other _____ Total _____ \$ 0.00	Bldg. # At top of form Zoning # _____ Elec. # _____ Plmb. # _____ HVAC # _____	RECEIPT CK # _____ Amount \$ _____ Date _____ From _____ Rec By. _____	PERMIT EXPIRATION: Permit expires two years from date issued unless municipal ordinance is more restrictive.
PERMIT ISSUED BY MUNICIPAL AGENT: Name _____ Date _____ Certification No. _____			

Select Pages

Ordinance Relating To Permitting Attached and Detached Garages And Garden And Yard Equipment Sheds

City of Waterloo, WI
Tuesday, November 20, 2018

Chapter 385. Zoning

[HISTORY: Adopted by the Common Council of the City of Waterloo 10-19-1987 by Ord. No. 87-6 as Ch. 17 of the 1987 Code. Amendments noted where applicable.]

GENERAL REFERENCES

- Board of Zoning Appeals — See Ch. 19.
- Building construction — See Ch. 140.
- Mobile homes and mobile home parks — See Ch. 252.
- Official Map — See Ch. 267.
- Comprehensive Plan — See Ch. 365.
- Construction site erosion control — See Ch. 372.
- Floodplain zoning — See Ch. 375.
- Subdivision of land — See Ch. 380.
- Wellhead protection — See Ch. 383.

§ 385-1. Introduction.

- A. Authority. These regulations are adopted under the authority granted by § 62.23(7), Wis. Stats.
- B. Short title. This chapter shall be known as, referred to or cited as the "Zoning Code, City of Waterloo, Wisconsin."
- C. Purpose. The purpose of this chapter is to promote the health, safety, morals, prosperity, aesthetics and general welfare of the City.
- D. Intent. It is the general intent of this chapter to regulate and restrict the use of all structures, lands and waters; regulate and restrict lot coverage, population distribution and density, and the size and location of all structures so as to lessen congestion in and promote the safety and efficiency of the streets and highways; secure safety from fire, flooding, panic and other dangers; provide adequate light, air, sanitation and drainage; prevent overcrowding; avoid undue population concentration; facilitate the adequate provision of public facilities and utilities; stabilize and protect property values; further the appropriate use of land and conservation of natural resources; preserve and promote the beauty of the City; and implement the City Comprehensive Plan or plan components. It is further intended to provide for the administration and enforcement of this chapter and to provide penalties for its violation.
- E. Abrogation and greater restrictions. It is not intended by this chapter to repeal, abrogate, annul, impair or interfere with any existing easements, covenants, deed restrictions, agreements, ordinances, rules, regulations or permits previously adopted or issued pursuant to law. However, wherever this chapter imposes greater restrictions, the provisions of this chapter shall govern.
- F. Interpretation. In their interpretation and application, the provisions of this chapter shall be held to be minimum requirements and shall be liberally construed in favor of the City and shall not be deemed a limitation or repeal of any other power granted by the Wisconsin Statutes.

§ 385-2. Definitions.

For the purpose of this chapter, the following definitions shall be used:

ABUTTING

Having a common property line or district line.

ACCESSORY BUILDING

A building or portion of a building subordinate to the main building and used for a purpose customarily incidental to the permitted use of the main building or the use of the premises. When an accessory building is a part of the main building or is substantially attached thereto, the side yard and rear yard requirements of the main building shall be applied to the accessory building.

ALLEY

A street or thoroughfare less than 21 feet wide and affording only secondary access to abutting property.

APARTMENT

A portion of a multiple dwelling used as a separate housing unit and having cooking facilities and a private bath.

APARTMENT HOUSE

See "dwelling, multifamily."

BASEMENT

A story, as defined below, partly underground which, if occupied for living purposes, shall be counted as a story for purposes of height measurement.

BILLBOARD

An advertising device, either freestanding or attached to a building, which is used to display information not related to the use or ownership of the establishment on the property upon which it is located.

BOARDINGHOUSE

A building other than a hotel where lodging and meals are furnished for compensation for three or more persons not members of a family.

BUILDING

Any structure used, designed or intended for the protection, shelter, enclosure or support of persons, animals or property. When a building is divided into separate parts by unpierced walls extending from the ground up, each part shall be deemed a separate building.

BUILDING, ALTERATION OF

See "structural alterations."

BUILDING AREA

The total living area bounded by the exterior walls of a building at the floor level, but not including basement, garage, open porch and unfinished attic.

BUILDING, HEIGHT OF

The vertical distance from the average curb level in front of the lot or the finished grade at the building line, whichever is higher, to the highest point of the coping of a flat roof, to the decline of a mansard roof, or to the average height of the highest gable of a gambrel, hip or pitch roof.

CERTIFICATE OF OCCUPANCY

A written statement issued by the Building Inspector which permits the use of a building or lot or a portion of a building or lot and which certifies compliance with the provisions of this chapter for the specified use and occupancy.

CONDITIONAL USE

A use of a special nature so as to make impractical its predetermination as a principal use within a district.

DWELLING

A. ONE-FAMILY

A detached building designed for or occupied exclusively by one family.

B. TWO-FAMILY

A detached or semidetached building designed for and occupied exclusively by two families.

C. MULTIFAMILY

A building or portion thereof designed for and occupied by more than two families, including tenement houses, row houses, apartment houses and apartment hotels.

DWELLING UNIT

A separate housekeeping unit, designed and used for occupancy by a single family.

FAMILY

One or more persons occupying a dwelling unit as a single nonprofit housekeeping unit, who are living together as a bona fide stable and committed living unit, being a traditional family or the functional equivalent thereof, exhibiting the generic character of a traditional family. A boardinghouse shall not be considered a family.

[Amended 5-3-2007 by Ord. No. 2007-12]

FARM

Land consisting of five acres or more on which produce, crops, livestock or flowers are grown primarily for off-premises consumption or use.

FLOOR AREA

- A. For residential uses, the gross horizontal area of the floor of a dwelling unit, exclusive of porches, balconies, garages and basements, measured from the exterior faces of the exterior walls or from the center lines of walls or partitions separating dwelling units.
- B. For uses other than residential, the area measured from the exterior faces of the exterior walls, or from the center line of walls or partitions separating such uses, including all floors, lofts, balconies, mezzanines, cellars, basements and similar areas devoted to such uses.

FRONTAGE

All the property abutting on one side of a street between two intersecting streets or all of the property abutting on one side of a street between an intersecting street and the dead end of a street.

GARAGE**A. PRIVATE**

An accessory building or space for the storage only of not more than two motor-driven vehicles per dwelling.

B. PUBLIC

Any building or premises, other than a private or a storage garage, where motor-driven vehicles are equipped, repaired, serviced, hired, sold or stored.

C. STORAGE

Any building or premises used for the storage only of motor-driven vehicles, pursuant to previous arrangements and not to transients, and where no equipment, parts, fuel, grease or oil is sold. No commercial motor vehicle exceeding two tons' capacity shall be stored in any storage garage.

HOME OCCUPATION

A gainful occupation conducted by members of the family only within their place of residence, provided that no article is sold or offered for sale on the premises except such as is produced by such occupation, that no stock-in-trade is kept or sold, that no mechanical equipment is used other than such as is permissible for purely domestic purposes, that no sign other than one unlighted nameplate not more than four feet square is installed and that no person other than a member of the immediate family living on the premises is employed. Outdoor storage of raw materials or finished products is not allowed.

[Amended 3-15-2007 by Ord. No. 2007-05]

HOTEL or MOTEL

A building in which lodging, with or without meals, is offered to transient guests for compensation and in which

there are more than five sleeping rooms with no cooking facilities in any individual room or apartment.

LOT

A parcel of land having a width and depth sufficient to provide the space necessary for one main building and its accessory building, together with the open spaces required by this chapter, and abutting on a public street or officially approved place.

LOT, CORNER

A lot abutting on two or more dedicated and accepted streets at their intersection, provided that the interior angle of such intersection is less than 135°.

LOT DEPTH

The mean horizontal distance between the front and rear lot lines.

LOT, INTERIOR

A lot other than a corner lot.

LOT LINES

The lines bounding a lot as defined herein.

LOT, THROUGH

An interior lot having frontage on two nonintersecting streets.

MOBILE HOME

A non-self-propelled one-family dwelling unit of vehicular design, built on a chassis and originally designed to be moved from one site to another, whether or not the same is placed on a permanent foundation.

MOBILE HOME PARK

Any lot on which two or more mobile homes are parked for the purpose of temporary or permanent habitation.

MOTEL

See "hotel."

NONCONFORMING USE

A building or premises lawfully used or occupied at the time of the passage of this chapter or amendments thereto which use or occupancy does not conform to the regulations of this chapter or any amendments thereto.

NURSERY

Any building or lot, or portion thereof, used for the cultivation or growing of plants and including all accessory buildings.

NURSING HOME

Any building used for the continuous care, on a commercial or charitable basis, of persons who are physically incapable of caring for their own personal needs.

PARKING STALL

An off-street space available for the parking of a motor vehicle and which, in this chapter, is held to be an area 10 feet wide and 20 feet long, exclusive of passageways and driveways appurtenant thereto and giving access thereto.

PROFESSIONAL HOME OFFICE

The office of a doctor, practitioner, dentist, minister, architect, landscape architect, professional engineer, lawyer, author, musician or other recognized profession. When established in an R-1 District, a professional office shall be incidental to the residential occupation, and not more than 25% of the floor area of only one story of a dwelling unit shall be occupied by such office. Only one person may be employed who is not a resident of the home.

RAILROAD RIGHT-OF-WAY

A strip of land with tracks and auxiliary facilities for track operation, but not including freight depots or stations, loading platforms, train sheds, warehouses, car or locomotive shops, or car yards.

SETBACK

The minimum horizontal distance between the street line and the nearest point of a building or any projection thereof, excluding uncovered steps.

SHOPPING CENTER

A group of stores, planned and designed for the site on which it is built, functioning as a unit with off-street parking provided on the property as an integral part of the unit.

SIGN

Any words, letters, figures, numerals, phrases, sentences, emblems, devices or designs visible from a public street or highway which convey information regarding the use or ownership of the establishment on the same property upon which they are located, as distinguished from a billboard.

STORY

That portion of a building included between the surface of a floor and the surface of the floor next above it or, if there is no floor above it, then the space between the floor and the ceiling next above it. A basement or cellar having 1/2 or more of its height above grade shall be deemed a story for purposes of height regulation.

STREET

All property dedicated for public street purposes.

STREET LINE

A dividing line between a lot, tract or parcel of land and an abutting street.

STRUCTURAL ALTERATION

Any change in the supporting members of a building or any change in the roof structure or in the exterior walls.

STRUCTURE

Anything constructed or erected, the use of which requires a permanent location on the ground or attached to something having a permanent location on the ground.

TEMPORARY SIGN

A nonpermanent sign or advertising display intended to be displayed for a short, usually fixed period of time not exceeding 30 consecutive days in a twelve-month period, unless in conjunction with an approved temporary seasonal use. Temporary signs include wall, freestanding, and banner signs mounted on walls. A mobile or portable sign shall not be considered a temporary sign or used for such purpose. Only one temporary sign may be displayed on a lot at one time. Furthermore, any one lot is limited to a maximum of two temporary signs in a twelve-month period. Political signs are exempt from this provision.

[Added 12-5-2013 by Ord. No. 2013-06]

TEMPORARY STRUCTURE

A movable structure which does not require a permanent location on the ground and which is not attached to something having a permanent location on the ground.

USE

The use of a property is the purpose or activity for which the land or building thereon is designed, arranged or intended or for which it is occupied or maintained.

USE, ACCESSORY

A use subordinate in nature, extent or purpose to the principal use of a building or lot and which is also an approved use if so stated in this chapter.

USE, CONDITIONAL

See "conditional use."

USE, PERMITTED

A use which may be lawfully established in a particular district or districts provided that it conforms to all requirements, regulations and performance standards, if any, of such districts.

USE, PRINCIPAL

The main use of land or a building as distinguished from a subordinate or accessory use. A principal use may be permitted or conditional.

UTILITIES

Public and private facilities such as water wells, water and sewer pumping stations, water storage tanks, electric transmission towers, electric lines, electric transmission substations, gas transmission regulation stations, telephone and telegraph exchanges, and microwave relay structures, but not including sewage disposal plants, municipal incinerators, warehouses, shops and storage yards.

VISION CLEARANCE

An unoccupied triangular space at the street corner of a corner lot which is bounded by the street lines and a setback line connecting points specified by measurement from the corner on each street line.

YARD

An open space on the same lot with a building, unoccupied and unobstructed from the ground upward, except as otherwise provided herein.

A. FRONT YARD OR SETBACK

A yard extending the full width of the lot between the front lot line and the nearest part of the main building, excluding uncovered steps.

B. REAR YARD

A yard extending the full width of the lot, being the minimum horizontal distance between the rear lot line and the nearest part of the building, excluding uncovered steps.

C. SIDE YARD

A yard extending from the front yard to the rear yard, being the minimum horizontal distance between a building and the side lot line.

ZONING DISTRICT

An area or areas within the corporate limits for which the regulations and requirements governing use, lot and bulk of building and premises are uniform.

ZONING PERMIT

A permit stating that the placement of and the purpose for which a building or land is to be used is in conformity with the uses permitted and all other requirements under this chapter for the zone in which it is to be located.

§ 385-3. General provisions.

- A. Compliance. No structure, land or water shall hereafter be used and no structure or part thereof shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted or structurally altered without full compliance with the provisions of this chapter and all other applicable City, county and state regulations.
- B. Use restrictions. The following use restrictions and regulations shall apply:
 - (1) Principal uses. Only those principal uses specified for a district, their essential services and the following shall be permitted in that district.
 - (a) Accessory uses. Accessory uses and structures are permitted in any district but not until their principal structure is present or under construction. Residential accessory uses shall not involve the conduct of any business, trade or industry. Accessory uses include incidental repairs, storage, parking facilities, gardening, servant and watchman quarters not for rent, private swimming pools, and private emergency shelters. Accessory buildings shall not occupy more than 30% of the required area for the rear yard.
 - (b) Unclassified or unspecified uses. Unclassified or unspecified uses may be permitted by the Council after the Plan Commission has made a review and recommendation, provided that such uses are similar in character to the principal uses permitted in the district.

- (c) Temporary uses. Temporary uses, such as real estate sales field offices or shelters for materials and equipment being used in the construction of a permanent structure, may be permitted by the Council.
 - (2) Performance standards. Performance standards listed in § 385-24 of this chapter shall be complied with by all uses in all districts.
- C. Yard reduction or joint use.
- (1) No lot area shall be so reduced that the yards and open spaces shall be smaller than is required by this chapter, nor shall the density of population be increased in any manner except in conformity with the area regulations hereby established for the district in which a building or premises is located.
 - (2) No part of a yard or other open space provided about any building for the purpose of complying with the provisions of this chapter shall be included as a part of a yard or other open space required for another building.
 - (3) No lot in the City which contains a building shall hereafter be reduced by any type of conveyance to an area less than would be required for the construction of such building on such lot.
- D. Lot occupancy. Every building hereafter erected, converted, enlarged or structurally altered shall be located on a platted lot, and in no case shall there be more than one principal building on one platted lot unless approved by the Council.
- E. Yards abutting district boundaries. Any side yard, rear yard or court abutting a district boundary line shall have a minimum width and depth in the less restricted district equal to the average of the required minimum widths and depths for such yards and courts in the two districts which abut the district boundary line.
- F. Storage limitation. No required side yard or front yard in the commercial or industrial districts shall be used for storage or the conduct of business.
- G. Vision clearance. No obstructions, such as structures, parking or vegetation, shall be permitted in any district other than the C-1 District between the height of 2 1/2 feet and 10 feet above a plane through the mean curb grades within the triangular space formed by any two existing or proposed intersecting street or alley right-of-way lines and a line joining points on such lines located a minimum of 35 feet from their intersection. Official signs, utility poles, tree trunks and wire fences may be permitted within each segment of an intersection traffic visibility area.
- H. Performance standards. See § 385-24 of this chapter.
- I. Parking and loading restrictions. See § 385-23 of this chapter.
- J. Regulation of historic places. As authorized under § 62.23(7)(em), Wis. Stats., no structure on any property that is listed on the National Registry of Historic Places in Wisconsin or the State Registry of Historic Places shall be razed, or structurally or aesthetically altered, without the approval of the Plan Commission. Any owner of such historic place desiring to raze or to structurally or aesthetically alter any structure thereon shall first apply for a permit as required under Chapter 140, Building Construction, of this Code. The Building Inspector shall inspect the structure and shall file a report with the Plan Commission within 20 days regarding the structural condition of the building and the economic feasibility of maintaining the structure as an historic building. The Plan Commission shall hold a hearing upon giving a Class 1 notice and, after reviewing the report of the Building Inspector and the testimony given and after considering any proposed structural or aesthetic alterations, shall, within 30 days, make findings and issue an order authorizing the Building Inspector to grant or deny the permit. Any person aggrieved by the order of the Plan Commission may file an appeal with the Board of Zoning Appeals within 30 days of such order.

§ 385-4. Height and area exceptions.

The regulations contained herein relating to the height of buildings and the size of yards and other open spaces shall be subject to the following exceptions:

Chimneys, towers, lofts, etc. Chimneys, cooling towers, elevator bulkheads, fire towers, monuments, windmills, stacks, scenery lofts, tanks, water towers, ornamental towers, spires, wireless or broadcasting towers, masts or aerials and necessary mechanical appurtenances exceeding the height regulations of this chapter may be permitted as conditional uses by the Plan Commission.

- B. Street yard modifications. The yard requirements stipulated elsewhere in this chapter may be modified as follows:
- (1) Uncovered stair restrictions. Uncovered stairs, landings and fire escapes may project into any yard, but not to exceed six feet and not closer than three feet to any lot line, and must be eight feet or more above ground.
 - (2) Cul-de-sac and curve restrictions. Residential lot frontage on culs-de-sac and curves in R-1 Districts may be less than 80 feet provided that the width at the building setback line is at least 80 feet and the street frontage is not less than 45 feet. Residential lot frontage on culs-de-sac and curves in R-2 Districts may be less than 100 feet provided that the width at the building setback line is at least 100 feet and the street frontage is not less than 55 feet.
 - (3) Architectural projection restrictions. Architectural projections, such as chimneys, flues, sills, eaves, belt courses and ornaments, may project into any required yard, but such projection shall not exceed two feet.
 - (4) Residential fence restrictions. Residential fences are permitted in front, rear and side yards in the residential districts. On the side yards the fence shall not project into the principal building required setback distance and shall be in compliance with required vision clearance. A building permit is required; see Chapter 140, Building Construction, of this Code.
[Amended 2-15-2007 by Ord. No. 2007-03]
 - (5) Security fence restrictions. Security fences are permitted on the property lines in all districts but shall not exceed 10 feet in height and shall be an open type similar to woven wire or wrought iron fencing. A building permit is required. See Chapter 140, Building Construction, of this Code.
 - (6) Essential services exemptions. Essential services, utilities, and electric power and communication transmission lines are exempt from the yard and distance requirements of this chapter.
 - (7) Street yard restrictions. With the approval of the Building Inspector, the required street yards may be decreased in any residential, business or industrial district to the average of the existing street yards of the abutting structures on each side, but in no case less than 15 feet in the residential districts and five feet in any business or industrial district.
- C. Corner lots. On corner lots the side yard facing the street shall not be less than 30 feet.
- D. Lots abutting different grades. Where a lot abuts on two or more streets or alleys having different average established grades, the higher of such grades shall control only for a depth of 120 feet from the line of the higher average established grade.
- E. Buildings on through lots. The requirements for a rear yard for buildings on through lots and extending from street to street may be waived by furnishing an equivalent open space on the same lot in lieu of the required rear yard, provided that the setback requirements on both streets are complied with.
- F. Accessory buildings. Accessory buildings which are not a part of the main building shall not occupy more than 30% of the area of the required rear yard, shall not be more than 15 feet high and shall not be nearer than five feet to any lot line nor five feet to any alley line and shall not extend into a front yard beyond the required setback.
- G. Unobstructed yards. Every part of a required yard shall be open to the sky unobstructed except for accessory buildings in a rear yard and the ordinary projections of sills, belt courses, cornices and ornamental features projecting not more than two feet.

~~§ 385-5. Nonconforming uses, structures and lots.~~

Community Living Arrangement (CLA); Family Day-Care Homes

Foster home (domicile) or treatment foster home licensed under § 48.62, Wis. Stats., up to 4 children

Other foster homes

Adult family home domicile, as defined in § 50.01(1)(a) and (b), Wis. Stats., up to 4 adults, or more if all adults are siblings

Other adult family homes

CLA, up to 8 persons

CLA, 9 to 15 persons

Family day-care home licensed under § 48.65, Wis. Stats., up to 8 children

Districts Permitted

All residential districts

Multifamily districts

All 1- and 2-family districts and planned residential development districts

Statutory Restrictions

None

§ 62.23(7)(i)1 and 2, Wis. Stats.

None

§ 62.23(7)(i)1 and 2, Wis. Stats.

§ 62.23(7)(i)1, 2 and 9, Wis. Stats.

§ 62.23(7)(i)1, 2 and 9, Wis. Stats.

§ 66.1017, Wis. Stats.

- C. Conditional uses. All community living arrangements and family day-care homes not permitted in Subsection B above. See § 385-21 of this chapter.

§ 385-7. Zoning districts.

- A. Established. For the purposes of this chapter, the City is hereby divided into the following zoning districts:

R-1	Single-Family Residential District
R-1A	Single-Family Residential District
R-2	Single-Family Residential District
R-3	Mobile Home Park and Mobile Home Subdivision District
C-1	General Commercial District
C-2	Highway Commercial District
H	Historic Overlay District
M-1	Limited Industrial District
M-2	General Industrial District
PD	Planned Development District
A	Agricultural District
CON	Conservancy District
Floodplain Districts (See Chapter 375 of this Code)	

- B. Incorporation of Zoning Map. The locations and boundaries of the districts are shown on the City Zoning Map, dated September 15, 1987, and referred to by reference as the "Official Zoning Map, City of Waterloo, Wisconsin." Such map, together with all explanatory matter and regulations thereon, is an integral part of this chapter and all amendments thereto. Official copies of the Zoning Map, together with a copy of this chapter, shall be kept by the Clerk-Treasurer and shall be available for public inspection during office hours. Any changes or amendments affecting district boundaries shall not be effective until recorded and the certified change is filed with the map.
- C. District boundary and map amendments: Ordinance Nos. 88-5; 88-9; 89-3; 89-10; 89-11; 90-2; 90-4; 91-3; 92-11; 92-12; 93-4; 94-2; 95-6; 95-8; 95-9; 96-2; 96-5; 96-13; 96-14; 96-15; 97-6; 97-10; 97-11; 97-12; 97-13; 98-5; 98-6; 99-3; 02-2; 02-4; 02-7; 03-1; 03-2; 03-8; 04-2; 04-5; 05-3; 06-06; 06-09; 07-01; 07-20; 08-05; 2009-18; 2010-08; 2013-03; 2014-08;

2014-12; 2015-06; 2015-07; 2016-03; and 2017-03.

- D. Boundaries of districts. When uncertainty exists with respect to the boundaries of the various districts as shown on the map, the following rules shall apply:
- (1) When width or length of boundaries is not clear, the scale of the map shall determine the approximate dimensions.
 - (2) When the Floodplain Zoning Code^[1] and the Zoning Code regulations conflict with one another, the most restrictive combination of such regulations shall control.
[1] Editor's Note: See Ch. 375, Floodplain Zoning.
 - (3) District boundaries are normally lot lines and center lines of streets, highways, railroads or alleys.

§ 385-8. R-1 Single-Family Residential District.

The R-1 District is intended to provide a quiet, pleasant and relatively spacious living area for single-family dwellings, protected from traffic hazards and intrusion of incompatible land uses.

A. Permitted uses.

- (1) One-family dwellings.
- (2) Attached or detached garage, 864 square feet and 15 feet in height maximum.
- (3) Garden and yard equipment shed, 144 square feet maximum.
[Amended 11-5-2009 by Ord. No. 2009-17]

B. Conditional uses. See also § 385-21 of this chapter.

- (1) Churches, synagogues and similar places of worship and instruction, including parsonages.
- (2) Municipal buildings, except sewage disposal plants, garbage incinerators, public warehouses, public garages, public shops and storage yards and penal or correctional institutions and asylums.
- (3) Utility offices, provided that there is no service garage or storage yard.
- (4) Public, parochial and private elementary and secondary schools.
- (5) Public parks, recreation areas, playgrounds and community centers.
- (6) Home occupations and professional home offices.
[Amended 3-15-2007 by Ord. No. 2007-05]
- (7) Additional garages or accessory building exceeding 144 square feet.
[Added by Ord. No. 95-11; amended 11-5-2009 by Ord. No. 2009-17]

C. Lot, yard and building requirements. See also § 385-3 of this chapter.

- (1) Lot frontage at setback: minimum 80 feet.
- (2) Lot area: minimum 10,000 square feet.
- (3) Principal building.
 - (a) Front yard: minimum 30 feet.
 - (b) Side yards: minimum total, 20 feet; minimum side, eight feet.

- (c) Rear yard: minimum 30 feet.
 - (d) Building height: maximum 35 feet.
- (4) Accessory buildings.
- (a) Front yard: minimum 30 feet.
 - (b) Side yards: minimum five feet.
 - (c) Rear yard: minimum five feet.
 - (d) Building height: maximum 15 feet. Accessory buildings shall not exceed 15 feet in height as measured to the roof peak except in those cases where the existing home and at least two of the abutting property homes are two stories in height or more. In those cases the accessory building can be up to 25 feet in height. The maximum area in those cases shall be the "footprint" of the building, not the total floor area.
 - (e) Garage: maximum 864 square feet.
 - (f) Garden shed: maximum 144 square feet.
[Amended 11-5-2009 by Ord. No. 2009-17]
- (5) Floor area: minimum 1,000 square feet.
- (6) Off-street parking: minimum two spaces per unit. (See also § 385-23 of this chapter.)
- (7) With respect to any lot of record as of this date (July 21, 1989) which is 72 feet or less in width, the total width of the side yards of the principal building, including attached garages, shall not be less than 15 feet and no single side yard shall be less than five feet; accessory buildings and unattached garages shall not be less than three feet from the lot line.

§ 385-9. R-1A Single-Family Residential District.

OTHER DISTRICTS
MOSTLY DUPLICATIVE

The R-1A District is intended to provide a quiet, pleasant and relatively spacious living area for single-family dwellings, protected from traffic hazards and intrusion of incompatible land uses.

A. Permitted uses.

- (1) One-family dwellings.
- (2) Attached or detached garage, 864 square feet and 15 feet in height maximum.
- (3) Garden and yard equipment shed, 144 square feet maximum.
[Amended 7-2-2009 by Ord. No. 2009-09]

B. Conditional uses. See also § 385-21 of this chapter.

- (1) Churches, synagogues and similar places of worship and instruction, including parsonages.
- (2) Municipal buildings, except sewage disposal plants, garbage incinerators, public warehouses, public garages, public shops and storage yards and penal or correctional institutions and asylums.
- (3) Utility offices, provided that there is no service garage or storage yard.
- (4) Public, parochial and private elementary and secondary schools.
- (5) Public parks, recreation areas, playgrounds and community centers.

controlled access arterial street without permission of the highway agency that has access control jurisdiction.

§ 385-24. Performance standards.

This chapter permits specific uses in specific districts and these performance standards are designed to limit, restrict and prohibit the effects of those uses outside their premises or district. No structure, land or water shall hereafter be used except in compliance with the district regulations and with the following performance standards.

- A. Air pollution. No activity shall emit any fly ash, dust, fumes, vapors, mists or gases in such quantities as to cause soiling or danger to the health of persons, animals, vegetation or property. No activity shall emit any liquid or solid particles in concentrations exceeding 0.3 grain per cubic foot of the conveying gas, nor any color visible smoke equal to or darker than No. 2 on the Ringlemann Chart described in the United States Bureau of Mines Information Circular 7718 in the industrial districts.
- B. Fire and explosive hazards. All activities involving the manufacturing, utilization, processing or storage of inflammable and explosive materials shall be provided with adequate safety devices against the hazard of fire and explosion and with adequate fire-fighting and fire-suppression equipment and devices that are standard in the industry. All materials that range from active to intense burning shall be manufactured, utilized, processed and stored only in completely enclosed buildings which have incombustible exterior walls and an automatic fire-extinguishing system.
- C. Glare and heat. No unsanctioned activity shall emit glare or heat that is visible or measurable outside its premises, except activities in the industrial districts which may emit direct or sky-reflected glare which shall not be visible outside their district. All operations producing intense glare or heat shall be conducted within a completely enclosed building. Exposed sources of light shall be shielded so as not to be visible outside their premises.
- D. Liquid or solid wastes. No activity shall discharge at any point onto any land or into any water or public sewer any materials of such nature, quantity, noxiousness, toxicity or temperature which can contaminate, pollute or harm the quantity or quality of any water supply; can cause the emission of dangerous or offensive elements; can overload the existing municipal utilities; or can injure or damage persons or property.
- E. Noise and vibration. There shall be no noise or vibration over 70 decibels emanating from any unsanctioned activities beyond the boundaries of the immediate site determined to be a nuisance by the Building Inspector. Sirens, whistles and bells which are maintained and utilized solely to serve a public purpose are exempt from the sound level standards of this section.
- F. Odors. No activity shall emit any odorous matter of such nature or quantity as to be offensive, obnoxious or unhealthful outside its premises.
- G. Radioactivity and electrical disturbances. No activity shall emit radioactivity or electrical disturbances outside its premises that are dangerous or adversely affect the use of neighboring premises.

§ 385-25. Architectural design review.

[Added by Ord. No. 97-8]

- A. Developments requiring design review:
 - (1) Site and structural development of residential projects having four or more dwelling units.
 - (2) Site and structural development in business districts.
 - (3) Site and structural development in industrial districts.
 - (4) Site and structural development in planned development districts.
 - (5) Utility and governmental facilities.

- (6) Those variance cases deemed by the Board of Zoning Appeals to justify design review. Design review shall be advisory to the Board.
- (7) Any parking area, even if not accompanying an otherwise included development, if it has 50 or more parking spaces.
- (8) In addition, design review districts may be designated by ordinance adopted by the Council. Once adopted, design review standards shall apply to such districts within the terms of such designation ordinance.

B. Administration of design review.

- (1) The Clerk-Treasurer shall advise applicants when they apply for zoning permits or other approvals whether design review applies. If design review applies, the applicant shall be given checklists, application forms and timetables. These documents shall have prior Plan Commission approval as to format and content. This application form shall note that a fee as stated in the City of Waterloo Fee Schedule must accompany the application.^[1] Applicants may request and have preapplication conferences with staff.
[Amended 11-17-2005 by Ord. No. 2005-4]
^[1] *Editor's Note: The Fee Schedule is on file at the office of the City Clerk-Treasurer.*
- (2) Completed applications and supporting materials shall be reviewed by staff prior to placement on the Plan Commission agenda. Staff must be satisfied that a complete packet of information will be available to the Plan Commission prior to the commencement of the Commission meeting at which the item is set for decision review.
- (3) The Plan Commission shall review applications set for design review. Following such review, discussions with applicants and agents, and discussion within the Plan Commission and with staff, the Commission shall render a decision of approval, conditional approval or rejection. Decisions shall be in writing and shall identify those elements of the approved design which the Commission intends to be mandatory. The Clerk-Treasurer shall have applicants sign acknowledgments of receipt of the written Plan Commission design review decision prior to issuance of a zoning/building permit.
- (4) A project that has had design review and that has a zoning/building permit is approved for execution only in accordance with the directives included in the design approval. Construction or execution that deviates from directives may not occur within the terms of this section without prior City approval. The Clerk-Treasurer is responsible for determining whether to give staff approval to such deviations on a finding that they are minor variations as to the Plan Commission's decision or whether full Plan Commission review and approval are needed upon a finding that the deviations are major.

C. Design review standards.

- (1) Jurisdictions. Design review applies to exterior structural and design features, landscaping and site planning.
- (2) Directives. The following specific design standards are established and are intended to be applied in the informed judgment of the Plan Commission:
 - (a) The land forms and landscape shall be preserved in their natural state, insofar as practicable, by minimizing soil and tree removal that is not essential to project development and by retaining grades and contours in keeping with the general appearance of neighboring developed areas.
 - (b) Building masses and long, straight building fronts and sides (relative to the overall length of the building) that are visually accessible shall be broken up and made more variegated with staggerings and offsets, with landscaping or surficial features or with accumulation of mass in the form of smaller related units. This is a directive standard as to residential and commercial structures and those industrial structures that are visually accessible to larger volumes of traffic and a recommendatory standard to industrial buildings within the center core of industrial districts.
 - (c) Within residential properties, parking areas that are located in front of street-side yards shall have landscape screening and/or screening by fencing having decorative character to soften views of parked

vehicles. All design reviewed parking lots shall have decorative landscape treatment at the perimeter of the lot and, for larger lots, in island areas within the lot, to provide breakup of the expanse of paving.

- (d) Rooftop mechanical equipment that will be readily visible when viewed from ground level from other properties or from major public ways should be softened by screening or covered in a manner that forms an integral part of the building design.
- (e) External garbage or refuse containers shall be screened by walls, fences, berms or effective landscaping, or combinations thereof.
- (f) Landscaping. Each project subject to design review shall provide landscaping of sufficient height and density to accomplish positive visual impact within three years from the time of planting.
- (g) All developments and occupancies subject to design review shall plan and construct so that surface drainage positively drains from structures and so that compliance is achieved with the erosion control and stormwater drainage requirements of this Code.
- (h) The following principles of landscape design are stated as guides to be applied with discretion by the Plan Commission, taking into account how visible the site is to public view, sensitivity of neighboring properties and the cost considerations. Parks Commission preferences on species shall be made available in writing to project applicants.
 - [1] Overhead canopy trees contribute to a pattern within the neighborhood and streetscape focus plants (trees or shrubs) accomplish screening of less attractive elements, afford privacy, noise control and windbreak, soften transitions from vertical to horizontal features and create visual focal points.
 - [2] Ground plane plants (lawn, ground cover, etc.) provide lower level continuity and retard soil erosion.
 - [3] Terraces, trellises, walks, drives, garden walls and berms and related elements increase variety.
- (i) Storage of materials, fuel, scrap, inoperative vehicles and similar objects in places that are readily visible from major public rights-of-way or parts of neighboring properties where a significant amount of viewing is expected shall be minimized and, where necessary, shall be reasonably screened. Where other portions of this section establish more stringent standards, the other portions shall govern.
- (j) Exterior lighting, when used, shall be established, directed and maintained so as not to be cast directly on public rights-of-way or occupied structures or neighboring properties or be lighted in intensity or colors seriously disturbing to neighboring properties.

- D. Recommendations. Other features of site design and construction, building and structural design and construction and landscaping that are not listed under directives may also be addressed by Plan Commission advisory suggestions within the design review process upon a finding that the suggestion would be desirable to make the development a positive asset to the visual appearance of the community and positive contribution to the growth and stability of the community tax base.

§ 385-26. Signs and billboards.

NOT APPLICABLE

- A. Permit required. No sign shall hereafter be located, erected, moved, reconstructed, extended, enlarged, converted or structurally altered without a sign permit, except those signs excepted in Subsection C below, and without being in conformity with the provisions of this chapter. The sign shall also meet all the structural requirements of the State Building Code. Sign permits meeting all state and local requirements may be issued by the Clerk-Treasurer. The Clerk-Treasurer may refer approval of any sign permit to the Council and the Council may issue or refuse the permit. [Amended 4-20-2006 by Ord. No. 2006-04]
- B. Application; fee. An application for a sign permit shall be filed with the Zoning Administrator on a form provided by the Clerk-Treasurer. A permit fee as stated in the City of Waterloo Fee Schedule shall accompany the application.^[1] [Amended by Ord. No. 98-1; 11-17-2005 by Ord. No. 2005-4; 4-20-2006 by Ord. No. 2006-04]

CURRENT CITY OF WATERLOO SPECIAL ASSESSMENT PROCEDURE

City of Waterloo, WI
Monday, October 29, 2018

Chapter 12. Assessments

§ 12-2. Special assessment procedure.

- A. Alternate method selected. As provided in § 66.0701, Wis. Stats., in addition to other methods provided by law, special assessments for any public work or improvement may be levied by alternate methods. The Council hereby elects to levy such special assessments as provided in this section.
- B. Preliminary resolution. Whenever the Council shall determine that any public work or improvement shall be financed in whole or in part by special assessments levied under this section, it shall adopt a preliminary resolution setting forth the following:
- (1) Its intent to exercise its police powers for the purpose of levying special assessments for the stated municipal purpose.
 - (2) The limits of the proposed assessment district.
 - (3) The time, either before or after completion of the work or improvement, when the amount of such assessments shall be determined and levied.
 - (4) The number of installments in which the special assessments may be paid or that the number of installments shall be determined after the public hearing required by Subsection **D** below and shall be included in the final resolution.
 - (5) The rate of interest to be charged on the unpaid installments or that the rate of interest will be determined after the public hearing required by Subsection **D** below and shall be included in the final resolution.
 - (6) The terms on which any of such assessments may be deferred while no use of the improvement is made in connection with the property or that such terms will be determined after the public hearing required by Subsection **D** below and will be included in the final resolution.
 - (7) The Director of Public Works shall prepare a report as required by Subsection **C** below.
- C. Report of Director of Public Works.
- (1) Whenever the Council, by preliminary resolution, directs the Director of Public Works to prepare a report, the Director of Public Works shall prepare a report consisting of the following:
 - (a) Preliminary or final plans and specifications for the public work.
 - (b) An estimate of the entire cost of the proposed work or improvement, except that when the Council determines by preliminary resolution that the hearing on such assessments shall be held subsequent to the completion of the work or improvement, the report shall contain a statement of the final cost of the work, service or improvement in lieu of an estimate of such costs.
 - (c) A schedule of the proposed assessments.
 - (d) A statement that each property against which the assessments are proposed has been inspected and is benefited, setting forth the basis for such benefit.

- (2) Upon completion of the report, the Director of Public Works shall file a copy of the report with the Clerk-Treasurer.
- D. Incorporation of statutory provisions. The provisions of § 66.0703, Wis. Stats., including those related to notice, hearing and the adoption of a final resolution, shall, to the extent not inconsistent with this section, apply to special assessments levied under this section.
- E. Lien. Every special assessment levied under this section shall be a lien against the property assessed from the date of the final resolution of the Council determining the amount of such levy.