



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone: (920) 478-3025
Fax: (920) 478-2021
E-Mail: cityhall@waterloowi.us
Website: www.waterloowi.us

CITY OF WATERLOO PUBLIC NOTICE 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, November 25, 2014 **TIME: 7:00 p.m.**

LOCATION: 136 N. Monroe Street, Council Chambers of the Municipal Building

to consider the following:

1. **Call to Order and Roll Call**
2. **Approval of Meeting Minutes**
October 28, 2014
3. **Citizen Input**
4. **Unfinished Business**
 - a. **Movin' Out of Madison, WI – 217 N Monroe Street**
 - Land Use Rezoning from C-1 General District to R-2 Single-Family Residential District to allow the redeveloping of the former Perry Printing parking lot into a twenty-four unit multifamily rental apartment community
 - Conditional Use Permit to allow for multifamily dwellings per Chapter 385.10 B (3) conditional use permit required for multifamily dwellings
 - Architectural Design Review, for the construction of a 24 unit 3 story apartment building
5. **New Business**
 - a. **Van Holtens & Sons Inc, 703 W Madison Street**
 - Architectural Design Review, for the construction of a 1,440 square foot pole barn
6. **Future Agenda Items and Announcements**
7. **Adjournment**

Lois A. M. Baird
Interim Clerk/Treasurer

Please contact the Clerk/Treasurer at 478-3025 if you are unable to attend

Posted, Distributed & Emailed: November 19, 2014

Members: Leisses, Crosby, Thompson, Butzine, Reynolds, Lannoy, and Oelke

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.



Movin' Out

600 Williamson Street, L-1
Madison, WI 53703-3588

608/251-4446
608/819-0623 FAX

info@movin-out.org
www.movin-out.org

RECEIVED
OCT 15 2014
CITY OF WATERLOO

Housing ideas for people with disabilities.

October 13, 2014

Via Electronic Mail
(cityhall@waterloowi.us)
and via U.S. Mail

City of Waterloo

Attention: Lois A.M. Baird
Deputy Clerk/Treasurer
136 N. Monroe Street
Waterloo, WI. 53594

*Rezoning
Request
PD
10/23/2014
\$285.00
Receipt
30750*

Ladies and Gentlemen:

This letter follows the letter we sent to you on October 9th. That letter requested an incorrect zoning change. This letter makes a correct request.

We request a rezoning and architectural review by the City of Waterloo for the proposed Monroe Street Apartments to be located at 217 N. Monroe Street. We are requesting that the zoning be changed from C-1 to R-2, Single Family Residential District. We are also requesting approval and issuance of a Conditional Use Permit that will allow us to construct a multifamily building on the site.

Accompanying this letter please find an Application for Conditional Use Permit, complete except for a few pieces of information that we understand the City already has. Enclosed with the mailed copy of this letter please find a \$285.00 check from Movin' Out to pay the fee for the Conditional Use Permit.

At the end of the Application, it states that two attachments are required. The first is a list of adjoining owners. My understanding is that David Porterfield, of our staff, spoke with Lois Baird today and she stated that the City already has this information and so we need not submit it with the Application. The second required attachment is a Site Plan, which our architect, Jim Glueck, already submitted to the City.

The proposed project involves the redevelopment of the former Perry Printing parking lot into a twenty-four unit multifamily rental apartment community. Movin' Out, Inc. and Mirus Partners, Inc. will serve as joint development partners and owners of the project.

City of Waterloo
October 13, 2014
Page 2

The development team has secured financing commitments and is eager to begin work on the project this fall or early in 2015, weather permitting.

We enclosed with the copy of the October 9th letter we mailed to you a \$1,461.20 check from Movin' Out to pay the application fee required for rezoning and architectural review.

If you have questions or desire additional information, please contact Dave Porterfield, of Movin' Out at (608) 251-4446 or Chris Jaye, of Mirus Partners at (608) 824-2294.

Sincerely,

MOVIN' OUT, INC.

By: 

Timothy J. Radelet
Executive Director

cc: David Porterfield
Chris Jaye



Movin' Out

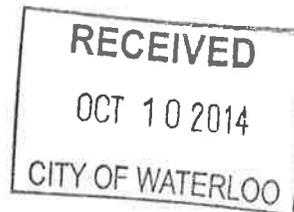
600 Williamson Street, L-1
Madison, WI 53703-3588

608/251-4446
608/819-0623 FAX

info@movin-out.org
www.movin-out.org

Housing ideas for people with disabilities.

Via Electronic Mail
(cityhall@waterloowi.us)
and via U.S. Mail



City of Waterloo

Attention: Lois Baird
Deputy Clerk/Treasurer
136 N. Monroe Street
Waterloo, WI. 53594

Ladies and Gentlemen:

We are writing to request a rezoning and architectural review by the City of Waterloo for the proposed Monroe Street Apartments to be located at 217 N. Monroe Street. We are requesting that the zoning be changed from C-1 to Planned Unit Development.

The proposed project involves the redevelopment of the former Perry Printing parking lot into a twenty-four unit multifamily rental apartment community. Movin' Out, Inc. and Mirus Partners, Inc. will serve as joint development partners and owners of the project.

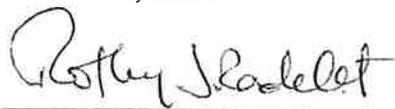
The development team has secured financing commitments and is eager to begin work on the project this fall or early in 2015, weather permitting.

Enclosed with the mailed copy of this letter please find a \$1,461.20 check for Movin' Out to pay the application fee required for rezoning and architectural review.

If you have questions or desire additional information, please contact Dave Porterfield, of Movin' Out at (608) 251-4446 or Chris Jaye, of Mirus Partners at (608) 824-2294.

Sincerely,

MOVIN' OUT, INC.

By: 

Timothy J. Radelet
Executive Director

cc: David Porterfield
Chris Jaye



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)

PO
10/23/2014
Receipt
#30749

Number: _____ Date Filed: 10/13/2014 Fee Paid: \$285.00

Location of Property: 217 N. MONROE STREET, Waterloo, WI

Applicant: Movin' Out, Inc.

Address: 600 Williamson St, side L-1, MADISON, WI 53703 Telephone: (608) 251-4446 x.8

Owner of Property: City of Waterloo

Address: 136 N. Monroe St, Waterloo, WI Telephone: (920) 478-2021

Contractor: Horizon Construction Group, Inc.

Address: 5201 EAST Terrace Drive, side 300, MADISON, WI 53718 Telephone: (608) 354-0825

Architect or Professional Engineer: Glueck Architects LLC

Address: 116 N. Few St, MADISON, WI 53703 Telephone: (608) 251-2551

Legal Description of Property: _____

Lot 1 csm 2522-9-127

Land Parcel Size: 58815 sq ft Present Use: Parking lot Zoning District: C-1

Type of Existing Structure (if any): None

Proposed Use of the Structure or Site: multifamily Apartments Number of Employees: 1

Terms of Municipal Code

Conditional Use Requested

Chapter 385.10

multifamily

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

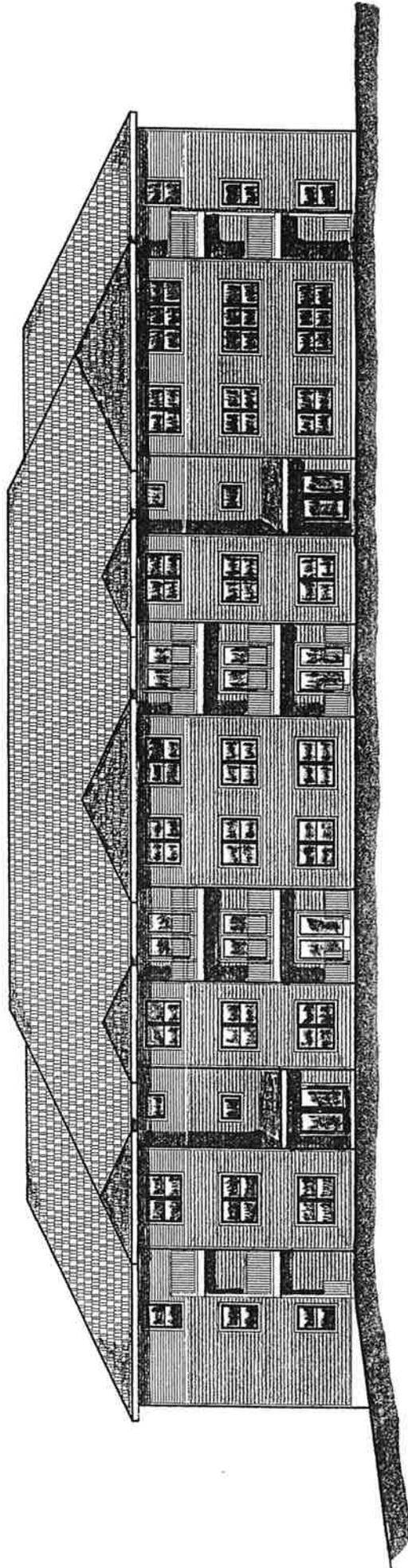
Requesting zoning change from C-1 to R-2 with conditional use permit to allow 24 unit multifamily rental apartment building

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: 10/13 20 14

Groffly J. Raschelet, Exp. Director
Signature of Applicant



EAST ELEVATION

SCALE 1" = 10'-0"

10/18/14 MONROE STREET APARTMENTS
 NEW DEVELOPMENT
 211 NORTH MONROE STREET
 MATHEWS, MADISON, WI 53702

glueck architects

110 NORTH PARK AVENUE, MADISON, WI 53702

MTI

3

**CITY OF WATERLOO
PLAN COMMISSION APPLICATION
ARCHITECTURAL DESIGN REVIEW**

Date OCTOBER 8, 2014

The following information must be submitted one week prior to any Plan Commission meeting for staff review and agenda placement. The Plan Commission meets the 4th Tuesday of each month at 7:00 PM in the Council Chambers of City Hall, 136 North Monroe Street, Waterloo, WI 53594. In addition to this form, required fee, and three (3) sets of plans, the attached Checklist is required to be submitted two weeks in advance.

Project Address 217 NORTH MONROE STREET

Applicant Name JIM GLUECK, GLUECK ARCHITECTS Phone 608 251-2551

Address 116 NORTH FEW STREET • MADISON, WI 53703

Owner Name MONROE STREET APARTMENTS LLC Phone 608 251-6000

Address YO MOVIN' OUT, INC. • 600 WILLIAMSON STREET • MADISON, WI 53703

Describe Project NEW 24-UNIT 3-STORY APARTMENT BUILDING

Zoning C-1 and R2 Conforming Use _____

Date Received 10/8/2014 Hearing Date 10/28/2014

Fee \$ 1176.30 Received By Lois Ann Banil

58,815 sq Ft
x
.0219 sq Ft

PR
10/23/2014
• 1176.30
Received
#30750



APPLICANT SIGNATURE

PLAN REQUIREMENTS LIST FOR ALL REVIEWS AND COMMENTS:

Three (3) sets of plans, with all information as listed on the Checklist

If applicable:

- Sign N/A
- Timetable SEE GRADING + EROSION CONTROL PLAN
- Pictures N/A

PLAN SUBMITTAL CHECKLIST

Project: MONROE STREET APARTMENTS

Submitted by: JIM GUECK/GUECK ARCHITECTS

Date submitted: OCT. 8, 2014

NOTE: Please include each applicable item listed below with all formal plan submittals. All boxes should be checked. Mark "N/A" if the item does not apply. Nine copies of the plans must be submitted with this checklist as a single package no later than 4:30 pm, Tuesday, one week prior to presentation at Plan Commission.

1. Show existing and proposed contours at an interval suitable to the topography and project. Contours should extend a minimum of 20' beyond property lines and nearby berms and swales and at least to the backs of curbs.
2. Show square footage of:
 - a. Lot or parcel
 - b. Existing impervious surface
 - c. Proposed total impervious
 - d. Existing building
 - e. Proposed total building
 - f. Existing parking and pavement
 - g. Proposed total parking and pavement.
3. Show all relevant dimensions including:
 - a. Buildings
 - b. Parking stalls
 - c. Driveway widths
 - d. Setbacks to buildings and other improvements
 - e. Parking lot aisles, turnarounds, turning radii, etc.
 - f. Distance from driveway to street corner if under 200'
 - g. Sidewalk, walkway and handicap ramp widths and locations with respect to street and right-of-way
 - h. Widths of abutting R.O.W.'s, roadways, and terraces.
4. Show dimensions and bearings of property lines.
5. Show North Arrow and scale of drawing.
6. Show City bench mark location and elevation to NGS datum.
7. Show all existing and proposed surface materials (grass, bituminous, concrete, etc.)

- 8. Show total number of required and proposed parking stalls.
- 9. Show handicap parking stall and ramp locations.
- N/A 10. Show up or down arrows on loading or other ramps.
- 11. Show existing, proposed, & adjoining driveway approaches.
- 12. Show removal and replacement to City Specifications of concrete curb and gutter for all new curb cuts or as otherwise required.
- 13. Show rim and invert elevations of all drainage structures.
- 14. Design surface drainage to bypass dumpster locations.
- 15. Indicate proposed direction of roof drainage and show location of all roof gutter downspouts.
- 16. Show all existing and proposed public and private utility locations on and adjacent to site.
- 17. Show location of nearest existing fire hydrants and proposed City and private fire hydrants.
- 18. Show location and screening of refuse containers.
- 19. Show how recyclable materials will be handled.
- 20. Show proposed lighting for site including location, pole height, luminaire type and manufacturer's specifications.
- 21. Provide drawings of proposed building with elevation views showing proposed materials and colors.
- N/A 22. Include elevation view of rooftop mechanicals and required screening design, materials, and colors.
- N/A 23. Include statement of historical landmark designation status.
- (WILL DO FOR FINAL PLANS) 24. Include name of designer, P.E. stamp and signature on final plans.
- 25. Include Erosion Control Plan. Include note on plan stating: "Additional erosion control measures will be installed as needed."
- 26. Include Landscape Plan.



Movin' Out

600 Williamson Street, L-1
Madison, WI 53703-3588

608/251-4446
608/819-0623 FAX

Info@movin-out.org
www.movin-out.org

Housing ideas for people with disabilities.

November 17, 2014

City of Waterloo Planning Commission
136 North Monroe Street
Waterloo WI 43594

Dear Commission Members:

Thank you for your consideration of our request for rezoning to allow for progress on Monroe Street Apartments, a multi-family rental development to be located at 217 North Monroe Street in central Waterloo. With this letter and its attached exhibits, we are replying to requests for information and responses to concerns. A description of the project is attached as Exhibit 1.

- **Site Plan**

Kunzel Engineering reviewed the site plan and recommended planning commission approval of rezoning, contingent on addressing several items. The Kunzel memorandum and Architect Jim Glueck's detailed responses to each item are attached in Exhibit 2. Public comment included concerns about preservation of existing trees and placement of fences as buffers between the project and its neighbors. Architect Glueck's response to the Kunzel report and recommendation for approval includes detailed information about modifying our plan to include fencing and retaining the screen provided by existing trees. His reply also addresses the Fire Department's requirements, and includes additional information about the inclusion of play equipment and a garden area for tenants.

- **Success of Similar Project in Watertown and Community Support**

The project is similar to a recently completed project in downtown Watertown. The success of the project and a recommendation to approve the Monroe Street project is documented in a support letter from Watertown Mayor John David. Additionally our proposed project has strong support by other local elected officials and community leaders. Letters of support are attached in Exhibit 3.

- **Strong Property Management**

In a public informational meeting about the project, a citizen raised concerns about whether the Monroe Street Apartments would be subject to the same type of problems attributed to the School Street Apartments in Marshal. Neither Movin' Out nor Mirus Partners has a role in the School Street Apartments in Marshal. The distinction between the Marshal project and the Monroe Street project is that the Marshal project appeared to have experienced a period of poor management. When the property management problems were addressed at the Marshal location, concerns about the project apparently diminished. Movin' Out is contracting with Wisconsin's premiere property management

company, Oakbrook Corporation, which manages more than 8,000 units in three states. Success in property management relies on stringent tenant selection criteria and prompt, decisive response. Oakbrook has specific protocols for each and has a reputation for managing properties that are stable and successful. Information about Oakbrook is attached in Exhibit 4.

- **Density is Similar to Other Local Multi-Family Projects**

At the same meeting, a citizen suggested that a project with fewer units may be more suitable for the site. Waterloo has two comparable sites approved and in operation that have a similar density. The proposed Monroe Street Apartments will have 24 units with a density of 17.38 units per acre. Hawthorne Apartments has 24 units with a greater density of 19.67 units per acre. Meadowbrook Apartments has 56 units with a density of 15.06 units per acre. Documentation for this density summary is attached as Exhibit 5.

- **Documented Need for Workforce Housing**

Our study of the demand for rental housing that can be addressed by the Monroe Street Apartments confirms the need for additional rental housing priced for low to moderate income households. Three Waterloo employers located within a two-mile radius of the site reiterated the need for workforce housing and provided the project with letters of support. Support letters from Sussek Machine Company, Van Holten's, and McKay Nursery Company are attached as Exhibit 6.

- **Affirmative Marketing to Veterans and People with Disabilities**

In recognition of the importance of the contributions of veterans to the Waterloo community and to the nation, the Monroe Street Apartments will be affirmatively marketed to veterans. Veterans who rely on supportive services will be encouraged to apply for tenancy in one of the six units reserved for tenants with such needs. The availability of these units will also be communicated to people with disabilities via Family Care organizations and their contracted supportive services providers. Letters in support of the project from agencies representing veterans are attached as Exhibit 7. These agencies are the Jefferson County Veterans' Services Office and the Department of Veterans Affairs, William S. Middleton Veterans Hospital. A veterans' supportive services agreement between Community Action Coalition of South Central Wisconsin and Movin' Out is also attached to Exhibit 7. Support letters from agencies supporting people with permanent disabilities are also attached to Exhibit 7. These letters document the assistance available to people with disabilities in their homes and are from ContinuUs, a Family Care organization serving people in Jefferson County, and the Wisconsin Department of Health Services, the source of Medicaid funding and governance of Family Care services. Also attached in Exhibit 7 is the supportive services plan agreement between residential services provider, Bethesda Lutheran Communities and Movin' Out, Inc.

- **Positive or Neutral Impact on Property Values**

A comment at a public meeting on the Monroe Street Apartments expressed a concern regarding the project's impact on the value of neighboring properties. Are the sales prices of single-family homes

made higher or lower when low-income housing is nearby? Most studies indicate that affordable housing has no long-term negative impact on surrounding home values. In fact, some research indicates a positive impact on adjacent property values.

Many of the studies that analyzed this issue identified four key issues that make affordable housing developments successful for the community and the neighborhoods:

1. Design

Affordable housing that is attractively designed and blends with the surrounding neighborhood will have no effect or even a positive effect on nearby property values. An attractive design also may be helpful in allaying community concerns about the aesthetics of a proposed development.

2. Management

Not surprisingly, poorly maintained housing — whether privately owned or subsidized — has been shown to depress nearby property values. Affordable housing that is well managed and well-maintained is more likely to have a neutral or positive effect on surrounding properties.

3. Revitalization

Rehabilitation of vacant parcels (such as the Monroe Street Apartments site) and distressed properties for affordable housing has proven beneficial to neighboring home values. Neighbors are likely to view quality, affordable housing as preferable to vacant lots or dilapidated buildings.

4. Strong Neighborhoods

Locating affordable housing developments in strong neighborhoods with stable or increasing home values and low poverty rates is unlikely to have adverse effects on nearby property values. These findings provide support for the emerging trend toward mixed-income housing and communities.

In addition to having a neutral or positive impact on neighboring property values, Section 42 tax credit projects can make broad positive impacts on communities. An analysis by the National Association of Home Builders is included as Exhibit 8.

Thank you for the opportunity for sharing this additional information about the Monroe Street Apartments.

Sincerely,

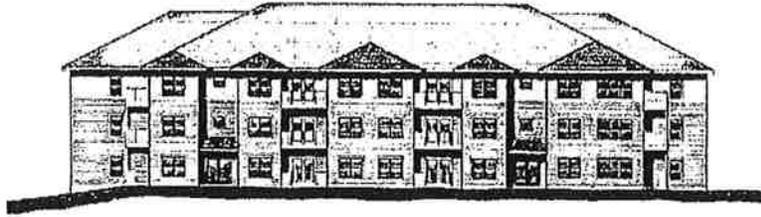


Dave Porterfield
Movin' Out, Inc
dp@movin-out.org
608/251-4446 x8



Christopher Jaye
Mirus Partners
jaye@antach.net
608/824-2294

Exhibit 1



Monroe Street Apartments: Inclusive and Affordable Workforce and Family Housing

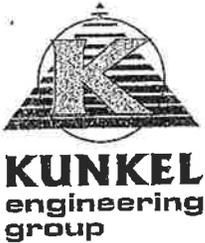
Monroe Street Apartments will offer the opportunity to live in new housing built with quality and care. Affordable rents, multiple amenities, and a perfect riverside location distinguish these new homes and attract tenants who want to settle in a friendly, inclusive, stable community of neighbors.

- Twenty-four units of new multi-family housing will be built in Waterloo, on a site bordering the Mauneha River, at 217 North Monroe Street. Movin' Out, Inc. and Mirus Partners are co-developers and co-owners. The project is financed with WHEDA Section 42 tax credits. Additional financing is provided by HOME Consortium funds, Federal Home Loan Bank Chicago, and Choice Bank.
- Monroe Street Apartments will be an affirmatively inclusive community: the units are attractive examples of the best in workforce and family rental housing. Our marketing strategy includes outreach to veterans, to the Waterloo workforce, and to Waterloo citizens who rely on long term support services. Several units are adapted to meet accessibility needs of family members with disabilities. Common areas are barrier free and all units are visitable.
- Professional property management services will be provided by Oakbrook Corporation, a leading company that manages more than 8,000 apartment units.
- The tenant selection process will target successful tenants and responsible neighbors. Prior to lease approval, all prospective tenants will be required to submit an application verifying income and agreeing to undergo credit and background checks. Any applicant with unverified income, credit problems, and/or criminal history will be denied. All units are affordable to low to moderate-income households.
- The landscape design includes a landscaped rain water retention feature that will mitigate storm water runoff into the river and add beauty to the landscape.
- The grounds will include a gardening area. A playground onsite will allow for safely monitored play. Outdoor paths will be graded to optimize stroller, walker and wheelchair use. A community room will foster tenant and neighbor sociability.
- Monroe Street Apartments are centrally located and are in convenient proximity to Waterloo's business center and major employers. The affordable two and three-bedroom homes are attractive to Waterloo workers and are also seen as a valuable addition to the community by employers who recognize the benefits of having their employees live in the same community where they work.

Monroe Street Apartments add value by promoting affordable, good quality housing that welcomes a range of households that include families who live, work and play in Waterloo.

Movin' Out is a non-profit housing development organization providing home ownership and rental housing options to people with disabilities. For more information, see Movin' Out's website at www.movin-out.org and contact Movin' Out at 608/251-4446 or info@movin-out.org. Mirus Partners is a real estate development company focused on high-quality housing opportunities for households with a mix of incomes. For more information contact Mirus Partners at 608/824-2294.

Exhibit 2



MEMORANDUM

October 28, 2014

To: City of Waterloo Plan Commission

From: Mitchell Leisses

Re: **Architectural & Site Plan Review**
Monroe Street Apartments

Please consider this Memorandum a synopsis of our comments relative to the proposed site plan submitted for the Monroe Street Apartments by Glueck Architects, on behalf of Movin' Out, Inc. The documents submitted for review consist of the following:

Plans

- Site Survey Plans (1417-1)
- Building Floor Plan (1417-2)
- Building Elevation Plan (1417-3)
- Existing Site Plan (Page: 1 OF 2)
- Grading & Erosion Control Plan (Page: 2 OF 2)
- Landscape Plan(L-1)
- Site Survey (Sheet 1 of 1)
- Lighting Plan

General

The Monroe Street Apartments site is located at the south end of Edison Street and west of N. Monroe Street (physical address 217 N Monroe Street). Currently the property is zoned C-1 (General Commercial District) and abuts to a R-1, Single Family Residential District. The developer has requested a re-zoning from C-1 to an R-2 district, including a Conditional Use for a Multifamily Dwelling.

The proposed project involves the construction of a twenty-four (24) unit, multifamily rental apartment at the former Perry Printing parking lot site. Construction of the proposed three (3) story apartment complex will include a new parking lot with storm water improvements and driveway access from Monroe Street. In addition, there will be pedestrian access from the south end of Edison Street, extending through the property to a pedestrian bridge crossing the Maunasha River.

Specific project elements are as follows:

Apartment Complex

The proposed apartment consists of a three-story structure sitting 75 feet from the high water mark of the Maunsha River and primarily parallel with said river. The structure itself has a footprint of 10,168 square feet in area. As previously mentioned, the building will consist of twenty-four (24) total residential units including; sixteen (16) – two bedroom units and eight (8) – three bedroom units.

Building elevation and floor plans have been provided but no other architectural details for the proposed building have been furnished for review.

Parking Lot

The existing parking lot will be reconfigured, with the primary lot being constructed along the east property line and a secondary lot along the north. In total, 40 parking spaces will be provided including a reservation for two handicap accessible spaces. As previously mentioned, access will be gained from N. Monroe Street provided via a 24 foot wide asphalt drive and concrete apron.

All parking spaces are proposed to be 18 foot deep, by 9 foot wide.

Site Work

The proposed area on which the improvements are to be constructed is approximately 58,815 square feet. It should be noted the impervious service area will be reduced to about 9,490 square feet from the site's existing conditions, increasing the amount of functional green space.

A storm sewer will be constructed and is intended to serve the drainage needs of the parking lot area in conjunction with the project. No other utility plans (sewer or water) were provided for review.

Storm Water & Erosion Control Management

It appears the existing storm water system will be relayed, tying into a storm structure which services a proposed bio-retention basin. A bio-retention basin is being constructed to collect the majority of the storm water from the parking lot surface and assist with reducing the total suspended solids from the storm water. All of the storm water is proposed to discharge at the same point as the existing storm water system.

All downspouts on the east side of the proposed facility will be tied into the proposed storm sewer system.

In order to alleviate water from ponding on the backside of the pedestrian path, the designer has included a culvert pipe to assist with draining this area.

Based upon the submittal by Movin' Out, Inc., we would recommend the City consider approval of rezoning of subject parcel and approval of the architectural/site plans subject to the following conditions:

1. An R-2, Multifamily dwelling has a maximum building height of 35 feet. The Developer will need to receive a variance to exceed the maximum building height.
2. An R-2, Multifamily dwelling allows a maximum of two stories for any building. The Developer will need to receive a variance for the proposed three story apartment building.
3. An R-2, Multifamily dwelling requires a minimum 3,600 square feet of lot area per unit. The Developer will need to receive a variance to allow 2,450 square feet per dwelling unit.
4. That the Plan Commission and/or City administrative staff independently approves any signage for the apartment facility as same was not provided in conjunction with the site and architectural plans.
5. That the sanitary sewer and water main plans be reviewed by the City prior to construction. Furthermore, said plans be constructed in compliance with the standards as set forth by the by Waterloo Utilities with inspection of the connection point(s) by a representative of the City of Waterloo.
6. That erosion control measures and post storm water management standards comply with Wisconsin Department of Natural Resources NR 151.
7. That Movin' Out, Inc. and/or an appointed representative monitor onsite erosion control practices during construction of the project and moreover, that Movin' Out, Inc. be the responsible party for long term maintenance of the proposed storm water management system.
8. That state-approved architectural plans be provided to the City prior to initiation of construction.
9. Any other conditions or restrictions as deemed necessary by the Waterloo Plan Commission.

We hope this transmittal has served to adequately address the rezoning and proposed architectural/site plan improvements to be undertaken in conjunction with the Monroe Street Apartments.

Sincerely,

Kunkel Engineering Group

A handwritten signature in black ink, appearing to read "Mitchell Leisses", with a long horizontal flourish extending to the right.

Mitchell Leisses

glueck architects LLC

116 North Few Street
Madison, Wisconsin 53703
(608) 251-2551
(608) 251-2550 fax
glueckarch@sbcglobal.net

November 13, 2014

**Mitchell Leisses
Kunkel Engineering Group
107 Parallel Street
Beaver Dam, WI 53916**

**RE: Monroe Street Apartments
217 North Monroe Street
Waterloo, WI**

Dear Mitchell,

Here is a response to your letter of October 28, 2014 regarding the above referenced project. My numbering system matches yours.

Items 1, 2, 3 As discussed, it is my understanding that we will not need to receive these variances unless the Plan Commission does not approve our current submittal.

Item 4 We understand that we will need separate approval for our permanent signage.

Item 5 We understand that we will need to submit sanitary sewer and water main plans prior to construction and that the design needs to meet Waterloo requirements.

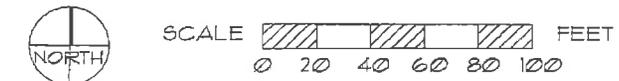
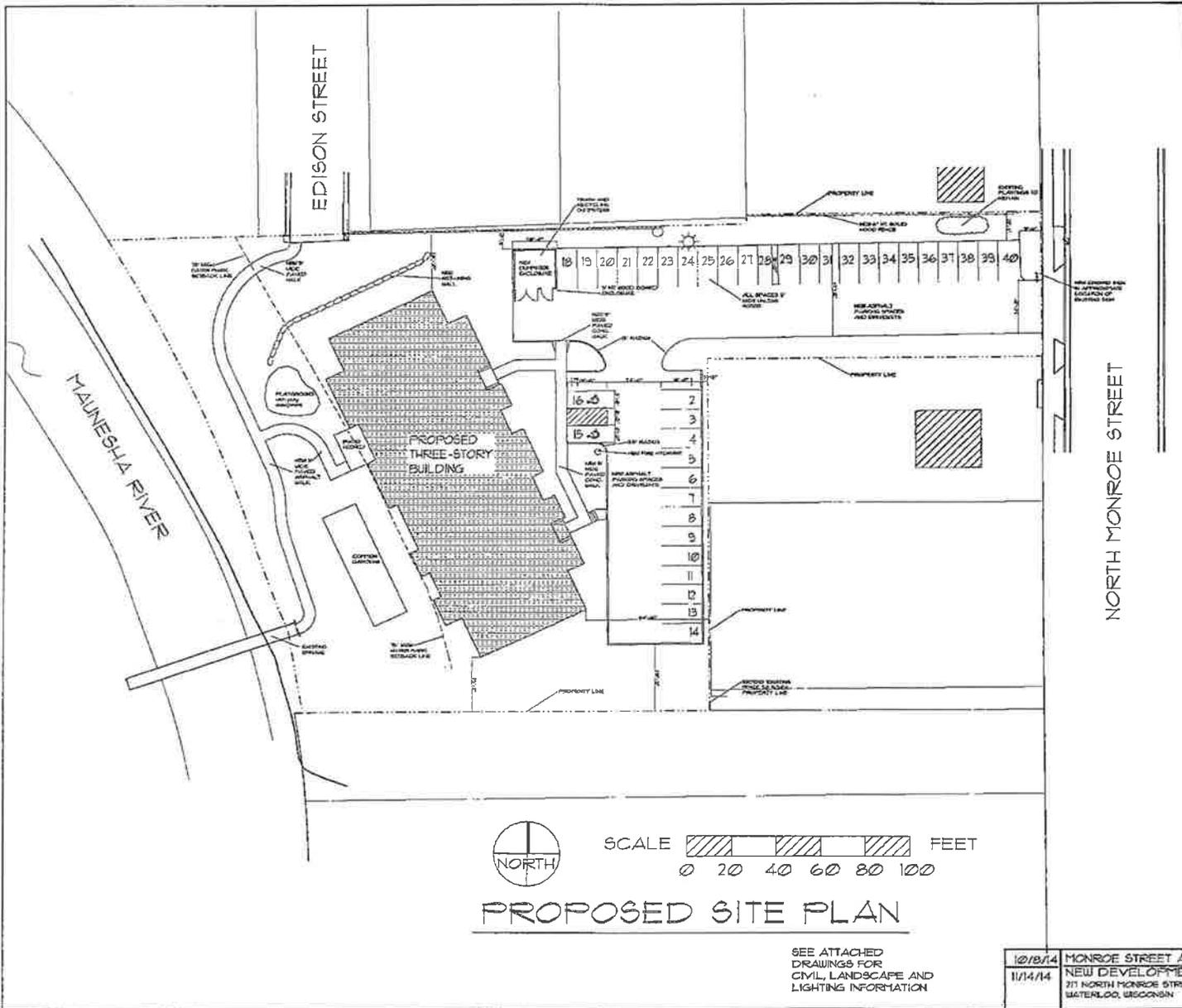
Item 6 Erosion control measures will comply with Wisconsin DNR standards NR 151.

Item 7 Movin' Out or an appointed representative will monitor onsite erosion control practices during construction of the project and will be the responsible party for the long term maintenance of the stormwater management system.

Item 8 State approved architectural plans will be provided to the City before construction begins.

Item 9 This is hard to answer given no specifics. We will respond to further requirements as they arise.

Item 10 As shown on the revised architectural site plan, We are showing a fence added at the southeast corner of the lot.



PROPOSED SITE PLAN

SEE ATTACHED DRAWINGS FOR CIVIL, LANDSCAPE AND LIGHTING INFORMATION



NEARBY HYDRANTS PLAN
HYDRANTS ARE CIRCLED

SQUARE FOOTAGE TABLE

LOT	58,815 SF
EXISTING IMPERVIOUS	38,202 SF
PROPOSED TOTAL IMPERVIOUS	26,710 SF
EXISTING BUILDING	NONE
PROPOSED TOTAL BUILDING	10,168 SF
EXISTING PARKING AND PAVEMENT	38,202 SF
PROPOSED TOTAL PARKING AND PAVEMENT	18,544 SF

UNIT SUMMARY

24 TOTAL RESIDENTIAL UNITS	
10	• 2 BEDROOM, 1 BATH UNITS
6	• 2 BEDROOM 2 BATH UNITS
8	• 3 BEDROOM 2 BATH UNITS

10/18/14 MONROE STREET APARTMENTS
11/14/14 NEW DEVELOPMENT
211 NORTH MONROE STREET
WATERLOO, WISCONSIN

glueck architects
118 North Pew Street, Madison, WI 53705 (608)251-2551

MIT
1

Exhibit 3



Office of
CITY MAYOR

JOHN DAVID
Mayor

106 Jones Street • P.O. Box 477 • Watertown, WI 53094-0477 • (920) 262-4000 • FAX (920) 262-4016

CITY OF
WATERTOWN

November 3, 2014

Members of the Waterloo City Council & Planning Commission
City Hall
136 N. Monroe Street
Waterloo, WI 53594

To whom it may concern:

I am writing in regards to the Monroe Street Apartment project in Waterloo being proposed by Movin' Out, Inc. ("Movin' Out") and Mirus Partners, Inc. ("MPI").

Movin' Out and MPI recently completed a similar multifamily project on South Water Street in Watertown – The Globe Apartments. The project involved the redevelopment of a vacant parcel along the Rock River, immediately south of the city's central business district. Financing for the project consisted of WHEDA housing tax credits, HOME Funds, Federal Home Loan Bank AHP Funds, and TIF financing. The site that was redeveloped was long vacant and had been acquired by the city to facilitate redevelopment. The completed project consists of 48 units on a one-acre site. It's my understanding that the proposed Monroe Street Apartment project utilizes similar financing, is mixed income, and is being proposed on a site designated by the City of Waterloo for redevelopment.

The City of Watertown had, and continues to have, a very open and productive relationship with the developers. Movin' Out and MPI have been very open and honest in their dealings with the city, and have delivered on what they promised. I would personally recommend the development team based on their level of professionalism, attention to detail, and their ability to execute in a manner that has been beneficial to City of Watertown.

Sincerely,

John David
Mayor of Watertown



SCOTT FITZGERALD
WISCONSIN STATE SENATOR
SENATE MAJORITY LEADER

December 13, 2013

Mr. Wyman Winston
Executive Director
Wisconsin Housing and Economic Development Authority
201 W. Washington Ave., Suite 700
Madison, WI 53703

Dear Mr. Winston:

I am writing to express my support for the proposed Monroe Street Apartments project in Waterloo, WI.

The project involves the new construction of 24 multifamily rental units. The project is located just north of the downtown business district which allows for access to schools, health care facilities and stores while addressing Waterloo's need for affordable housing.

This project contributes to the community in terms of increased tax revenues to support necessary community services.

Again, I support the Monroe Street Apartment project and encourage you to approve this project which would expand affordable housing in Waterloo.

Sincerely,

A handwritten signature in cursive script that reads "Scott Fitzgerald".

Senator Scott Fitzgerald
13th Senate District



JOHN JAGLER

STATE REPRESENTATIVE · 37th ASSEMBLY DISTRICT

Phone: (608) 266-9650
Toll-Free: (888) 334-0037
Rep.Jagler@legis.wi.gov

Room 316 North
P.O. Box 8952
Madison, WI 53708-8952

December 13, 2013

Mr. Wyman Winston
Executive Director
Wisconsin Housing and Economic Development Authority
201 W. Washington Ave., Suite 700
Madison, WI 53703

Dear Mr. Winston:

I am writing to express my support for the proposed Monroe Street Apartments project in Waterloo, WI.

The project involves the new construction of 24 multifamily rental units. The project is located just north of the downtown business district which allows for access to schools, health care facilities and stores while addressing Waterloo's need for affordable housing.

This project contributes to the community in terms of increased tax revenues to support necessary community services.

Again, I support the Monroe Street Apartment project and encourage you to approve this project which would expand affordable housing in Waterloo.

Sincerely,

A handwritten signature in black ink, appearing to read "John Jagler". The signature is stylized with large loops and a long horizontal stroke at the end.

John Jagler
State Representative
37th Assembly District

Scott Walker
Governor

Kitty Rhoades
Secretary



State of Wisconsin
Department of Health Services

DIVISION OF LONG TERM CARE

1 WEST WILSON STREET
PO BOX 7851
MADISON WI 53707-7851

Telephone: 608-266-0036
FAX: 608-266-2713
TTY: 888-241-9432
dhs.wisconsin.gov

Howard Mandeville
Movin' Out, Inc.
600 Williamson Street Suite L-1
Madison WI 53703

Dear Howard:

The Wisconsin Department of Health Services reviewed Movin' Out's proposed project and the associated service plan for its proposed project, Monroe Street Apartments in Waterloo, Wisconsin. Please allow this letter to serve as evidence of the Department's support of the project which will provide much needed, affordable, and integrated supported housing options for people who rely on long-term Care in Wisconsin, consistent with Department of Health Services' policies and priorities.

I am pleased to see the project's thoughtful integration of veterans with disabilities and others who rely on long term supportive services into the mix of the multi-family housing market in Waterloo. By pairing affordable, accessible housing with services delivered by strong local supportive service providers, your project will not only be an asset for the community of Waterloo, but also a sustainable housing resource for veterans and others who rely on community supportive services.

The Department fully supports WHEDA in its provision of affordable housing tax credits for the project. We will continue to work with the developers in their efforts to shape, construct and operate this project.

Sincerely

A handwritten signature in cursive script, appearing to read 'Camille Rodriguez'.

Camille Rodriguez, Interim Director
Wisconsin Department of Health Services
Bureau of Long Term Support, Division of Long Term Care
1 West Wilson Street
Madison, Wisconsin 53707

Scott Walker, Governor

John A. Scocos, Secretary



STATE OF WISCONSIN
DEPARTMENT OF VETERANS AFFAIRS

201 West Washington Avenue
P.O. Box 7843
Madison, WI 53707-7843

Phone: (808) 266-1311
Toll-free: 1-800-WIS-VETS (947-8387)
Fax: (808) 267-0403
Email: WisVets@dva.wisconsin.gov
Website: www.WisVets.com

January 23, 2014

Mr. Wyman Winston
WHEDA
201 W. Washington Ave., Suite 700
Madison, WI 53703

RE: Monroe Street Apartments - Waterloo, Wisconsin

Dear Mr. Winston,

I am writing to express strong support for Mirus Partners, Inc. and Movin' Out, Inc.'s proposed Monroe Street Apartment community in Waterloo.

The project will include affordable housing and tailored community support services to households that include family members who are eligible for services administered and/or provided by the U.S. Department of Veterans Affairs and who need affordable supported housing.

I am pleased to see that the development team has made concerted efforts to align with local service providers who have experience working with and providing case management for veterans. In addition, the Jefferson County Veterans Service Office will continue to provide assessment and referral services to veterans who meet program eligibility criteria.

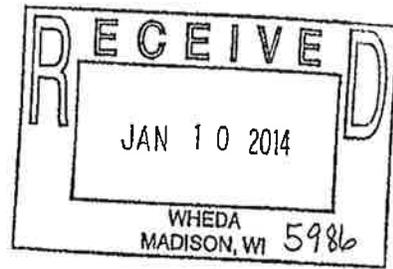
On behalf of the Wisconsin Department of Veterans Affairs, I can affirm the need for supportive housing that this development project will address. The housing to be provided and the service plan are consistent with the VA Homeless Program's policies and plans, as well as those of Jefferson County.

I applaud the efforts of the development team, and encourage your favorable consideration for this worthy project.

Sincerely,
DEPARTMENT OF VETERANS AFFAIRS

A handwritten signature in black ink, appearing to read "John A. Scocos", written over a horizontal line.

JOHN A. SCOCOS
Secretary



Mr. Wyman Winston
Executive Director
Wisconsin Housing and Economic Development Authority
201 W. Washington Ave., Suite 700
Madison, WI 53703

RE: Monroe Street Apartments – Waterloo, Wisconsin

Dear Mr. Winston:

I am writing to express my support for the proposed Monroe Street Apartments project in the Waterloo.

The project involves the new construction of twenty-four multifamily rental units. The project will be located on N. Monroe Street, immediately north of the downtown business district. The site offers excellent access to major thoroughfares, shopping, schools and health care facilities, while also addressing Waterloo's need for affordable workforce housing.

In addition to helping provide residents with safe, quality workforce housing options, projects like the proposed Monroe Street Apartments create significant value for the community in terms of jobs, decent housing options, continued redevelopment of TIF District #2, and increased tax revenue to support necessary community services.

I applaud the development team's commitment to Waterloo's need for affordable housing. It's clear their efforts will benefit the neighborhood, the city and WHEDA.

I strongly encourage you to give favorable consideration for this project.

Sincerely,

Richard Jones

Jefferson County Supervisor

District One -

City of Waterloo Wards (1-4)



- County Board
- Departments
- Doing Business
- Elected Officials
- Emergency/Sheriff
- Government
- Services
- Visitors

Jefferson County Home > County Board > Current County Board Supervisors

- Districts
- Current County Board Supervisors**
- General Information
- Reports
- Committee Assignments

Jefferson County Supervisory Districts County Board

[All Districts Map](#) | [Contact](#) | [Committees](#) | [Population](#)

Map



District 1

Contact

Committees

Population



Richard Jones

Contact Information:

224 Minnetonka Way
Waterloo, WI 53594
Email: richardj@jeffersoncountywi.gov
Phone: (920) 478-3335

Map



District 2

Contact

Committees

Population



Mike Kelly

Contact Information:

N6967 South Lane
Johnson Creek, WI 53038
Email: mikek@jeffersoncountywi.gov
Phone: 920-699-3658

Map



District 3

Contact

Committees

Population



Greg David

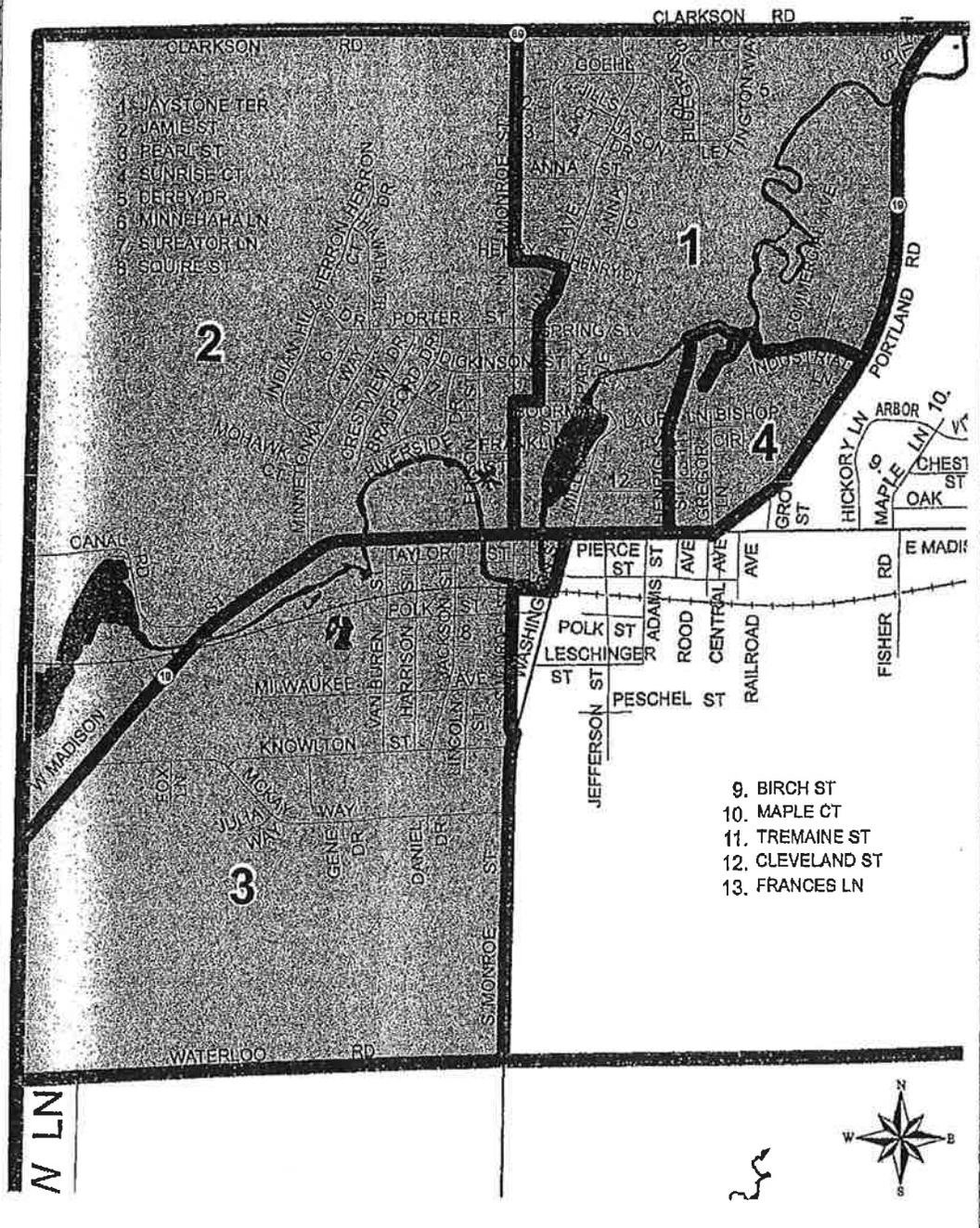
Contact Information:

W4512 Riverdale Lane
Watertown, WI 53094
Email: gregd@jeffersoncountywi.gov
Phone: (920) 262-9996

JEFFERSON COUNTY

2012 SUPERVISORY DISTRICT 1

City of Waterloo Wards 1 thru 4



- 1. JAYSTONE TER
- 2. JAMIE ST
- 3. PEARL ST
- 4. SUNRISE CT
- 5. DERBY DR
- 6. MINNEHAHA LN
- 7. STREATOR LN
- 8. SQUIRE ST

- 9. BIRCH ST
- 10. MAPLE CT
- 11. TREMAINE ST
- 12. CLEVELAND ST
- 13. FRANCES LN

	Supervisory District 1		INTERSTATE HWY		COUNTY HWY		Railroad
	Wards		US HWY		LOCAL ROAD		Municipal Boundary
	Water		STATE HWY		PRIVATE ROAD		Ward Number

TAMMY BALDWIN
WISCONSIN

United States Senate

WASHINGTON, DC 20510

January 15, 2014

COMMITTEES:
HEALTH, EDUCATION,
LABOR, AND PENSIONS
BUDGET
SPECIAL COMMITTEE
ON AGING

COMMITTEE ON HOMELAND SECURITY
AND GOVERNMENTAL AFFAIRS

Mr. Wyman B. Winston, Executive Director
WI Housing & Economic Development Authority
PO Box 1728
Madison, Wisconsin 53701

Dear Mr. Winston:

I am pleased to offer my support for the Mirus Partners, Inc. application to the Wisconsin Housing and Economic Development Authority's (WHEEDA) Low Income Housing Tax Credit (LIHTC) program for their proposed Pioneer Ridge Apartment project in the City of Wisconsin Dells, Wisconsin.

Mirus Partners, Inc. specializes in revitalizing communities with an emphasis on development of high-quality, affordable housing. Over the past twenty years the Wisconsin Dells market has transformed from a seasonal summer vacation destination to a vibrant year-round tourist community. Unfortunately development of rental housing targeted towards the growing workforce has not kept pace. With tax credit assistance, the proposed Pioneer Ridge project a seventy-two housing unit will address an immediate and increasing need for quality yet affordable, workforce housing. In addition to addressing workforce housing needs, twelve of the proposed units will be targeted for veterans, and disabled residents. The Wisconsin Dells market has been and continues to be a dynamic employment growth market. Mirus along with their collaborative partner are eager to present their new project and will be determined to make this development a strong asset for individuals and working families in the City of Wisconsin Dells and its surrounding neighbors.

As you may know, creating more affordable housing as well as sustainable communities for the people of Wisconsin is a goal I am sure we both share. Therefore, I ask you to give full and fair consideration to the Mirus Partners, Inc. application for Low Income Housing Tax Credits. Please do not hesitate to contact Tiffany Henry in my Milwaukee Senate office directly at (414) 297-4451 should you have any additional questions. Thank you for your assistance and attention with this request.

Sincerely,



Tammy Baldwin
United States Senator

Jefferson County Economic Development Consortium

Making Connections Giving Directions



January 19, 2014

Executive Director
Wisconsin Housing and Economic Development Authority
201 W Washington Avenue, Suite 700
Madison, WI 53703

RE: Monroe Street Apartments – Waterloo, Wisconsin

Dear Mr. Winston:

I am writing to express my strong support for the proposed Monroe Street Apartments project in the Waterloo.

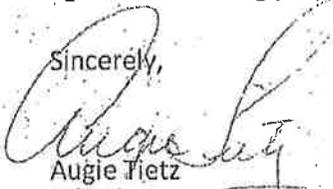
The project involves the new construction of twenty-four multifamily rental units. The project will be located on N. Monroe Street, immediately north of the downtown business district. The site offers excellent access to major thoroughfares, shopping, schools and health care facilities, while also addressing Waterloo's need for affordable workforce housing.

In addition to helping provide residents with safe, quality workforce housing options, projects like the proposed Monroe Street Apartments create significant value for the community in terms of jobs, decent housing options, continued redevelopment of TIF District #2, and increased tax revenue to support necessary community services.

I applaud the development team's commitment to Waterloo's need for affordable housing. It's clear their efforts will benefit the neighborhood, the city and WHEDA.

On behalf of the Jefferson County Economic Development Consortium, I heartily support this Project. This project is a part of a larger Redevelopment Project, to restore this area to once again be a thriving part of the Community and County.

Sincerely,



Augie Tietz

Jefferson County Supervisor District 4
Jefferson County Economic Development Consortium



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone: (920) 478-3025
Fax: (920) 478-2021
E-mail: cityhall@waterloowl.us
Website: www.waterloowl.us

Mr. Wyman B. Winston
WHEDA Executive Director
201 W. Washington Ave., Ste. 700
Madison, WI 53703

RE: Monroe Street Apartments – Waterloo, Wisconsin

Dear Mr. Winston:

I am writing to express my strong support for the proposed Monroe Street Apartments project in the Waterloo.

The project involves the new construction of twenty-four multifamily rental units. The project will be located on North Monroe Street, immediately north of the downtown business district. The site offers excellent access to major thoroughfares, shopping, schools and health care facilities, while also addressing Waterloo's need for affordable workforce housing.

In addition to helping provide residents with safe, quality workforce housing options, projects like the proposed Monroe Street Apartments create significant value for the community in terms of jobs, decent housing options, continued redevelopment of TIF District #2, and increased tax revenue to support necessary community services.

I applaud the development team's commitment to Waterloo's need for affordable housing. It's clear their efforts will benefit the neighborhood, the city and WHEDA.

I strongly encourage you to give favorable consideration for this project.

Sincerely,

Mayor Robert H. Thompson

Exhibit 4



RESIDENT SELECTION PLAN - FAMILY

This property is an apartment community for low-to-moderate income families. This property subscribes to the following procedures for qualifying applicants for occupancy in this rental development.

Additional restrictions may apply dependent on financing.

Equal Housing Opportunity

Oakbrook Corporation and this rental community adhere to local, state, and the federal Fair Housing Law (Title VIII of the Civil Rights Act of 1968, The Fair Housing Amendments Acts of 1988 and Section 504 of the Rehabilitation Act of 1973, all as amended), which stipulates that it is illegal to discriminate against any person on the basis of race, color, creed, religion, sex, national origin, marital status, status with regard to receipt of public assistance, disability, familial status, sexual orientation and gender identity.

THIS IS AN EQUAL HOUSING OPPORTUNITY COMMUNITY

Age and Occupancy Standards

Occupancy standards for this development are no more than 2 people per bedroom. Exceptions may be made on non-senior properties for minors under the age of 2 years old.

Income Requirements

Income requirements at this development are prescribed by the Low Income Housing Tax Credit Program ("the Program") outlined in Section 42 of the Internal Revenue Code ("Section 42"). Income limits are issued and annually updated by the Department of Housing and Urban Development for each state by county and/or metropolitan statistical area according to family size. (Refer to Attachment A of this document for the current income limits for this development.) The applicant must demonstrate a financial ability to pay the monthly contribution toward rent, meaning a household may not pay more than 45% of their gross monthly income toward rent. Adjustments to this policy may be made by management depending upon a household's total assets.

Resident Selection Procedures

The following procedures are the established resident selection criteria used by management to determine applicant eligibility:

- A. A formal application form must be completed by all applicants, including a Release of Information Consent Form.
- B. A consumer credit report will be prepared by a credit-reporting agency that will reflect past and present credit history and criminal background search will be completed.
- C. Household income qualification and Program eligibility will be determined in accordance with Program regulations.
- D. Contact will be made with present and past landlords to determine rental history.

Occupancy Preferences

Preference for occupancy will be given to households desiring as follows:

- A. Preference will be given on a first come first serve basis for all units. The appropriate earnest money deposit and application fee (if applicable) must accompany each rental applications in order to be processed. Apartments will not be held for more than 48 hours without the application and earnest money deposit. If the application is accepted, the earnest money will be put toward the security deposit balance. If the application is rejected, the earnest money will be returned to the applicant within 21 days of the rejection notification. The application fee (if applicable) is non-refundable 48 hours after the application and fee are submitted to management for processing. This fee is used by management to cover costs of processing applications and running credit and criminal history reports, etc.
- B. In accordance with Section 504 of the Rehabilitation Act of 1973, accessible units are allocated using a special priority approach. When accessible units become available, the housing provider will offer the units in the following order:
 1. To current residents who would benefit from the available unit's accessibility features, but whose current unit does not have such features.
 2. To eligible and qualified households on the waiting list with disabilities who would benefit from the available unit's accessibility features.
 3. To other eligible and qualified households on the waiting list (i.e., without disabilities) who may desire the unit, however management may require the household to agree, in writing, to transfer to a non-accessible unit at the owner's request. The request will only be made if an accessible unit is not available to a person who requires the unit's features.

When an accessible unit becomes available, households that need (and currently do not have) the accessibility features assume a position at the top of the waiting list.

Unit-Transfers

All requests for unit-transfers must be in writing and will be processed in the order received. Unit-transfers may be requested after completion of the initial lease term and all lease obligations have been fulfilled (e.g., there are outstanding issues such as unpaid rent, late charges, damages beyond normal wear and tear, significant violations of the lease or House Rules, etc.). It is management's policy to alternate the preference between current residents (without "reasonable accommodations") requiring transfers and new move-in residents on the waiting list. If a resident desires to transfer to another unit in the development, management will re-verify that the household will continue to be Program eligible and income qualified in accordance with Section 42, prior to the unit-transfer.

Rental Application

The rental application for an apartment is designed to give management enough information to determine Program eligibility. Completion of the rental application by a household does not mean the applicant has been approved for occupancy. Approval for occupancy is determined only after all information on the application is verified through the certification process.

Selection Criteria/Certification Process

In addition to verifying whether a household is income qualified and Program eligible, management will use various criteria in determining the acceptability of all applicants. An application may be rejected based on one or more of the following criteria.

- A. **Insufficient/Inaccurate Information on Application.**
If management determines that the applicant has not fully cooperated in all aspects of the application process, or if it is determined that the applicant has falsified information, it is cause for immediate rejection of the application.
- B. **Credit and Financial Standing**
 - 1. Management will consider whether all applicants have a satisfactory history of meeting financial obligations, (including timely payment of rent, outstanding judgments or a history of late payments of bills). If management rejects an application based upon the credit report, the applicant will be provided with the name of the credit-reporting agency that performed the credit check. Management will not disclose the specifics of any information reported by the credit bureau. Applicants will be given the opportunity to correct or clear the adverse credit.
 - 2. The inability to verify credit references is a factor for rejection of an application. Consideration will be given to special circumstances in which credit has not been established.
- C. **History of Residency**
Management will consider whether the applicant or any other person who will be living in the unit, has a history of physical violence to persons or property, or has exhibited living habits at prior residences that could adversely affect the health, safety, and quiet enjoyment of other residents at the rental community. Management will consider all circumstance regarding this type of activity as well as the period during which it occurred. Management will verify and document housing references for each applicant.
- D. **Other Reasons for Rejection (unless prohibited by local, state or federal law) include, but are not limited to:**
 - 1. A household member's conviction record (see Attachment B);
 - 2. Anyone who will live in the apartment who is currently engaged in the use of illegal drugs. (Management will not discriminate against qualified applicants who are former drug users or who have undergone drug or chemical sensitivity treatment. (see Attachment B));
 - 3. Rent delinquency;
 - 4. Poor landlord reference(s);
 - 5. False, inaccurate or missing information on the rental application and other related documentation;
 - 6. Refusal to accept the lease provisions (rules and regulations, occupancy standards, amount of rent, the unit must be the primary place of residency, etc.) or the Program requirements.

Pet Policy

Pets may be permitted at this development. Refer to pet lease addendum for pet requirements (breed restrictions may apply). Pre approval by management is required and pet lease will be executed between the household and the owner. Service animals as defined in Section 504 of the Rehabilitation Act of 1973, 42 USC Part 12100 (1990) and the Fair Housing Amendments Act, 42 USC Sect. 3604 (1988) and 24 CFR Sect. 100.204 (1989), are permitted. Service animals

include "any guide dog, signal dog, or other animal individually trained to provide assistance to an individual with a disability." Confirmation of the need for a specific service animal may be required from a medical professional. *(A companion animal for a person with an emotional disability is also considered a "service animal." This type of service animal requires verification from a medical professional that the individual meets the definition of "disabled," and that there is a need for a specific companion animal.)*

Application Approvals

If management approves an application, the applicant will be notified by phone or in writing of their acceptance. The applicant shall have two calendar working days from initial notification to accept the apartment. If the applicant does not respond within two (2) working days of the notification, management reserves the right to cancel the application and remove the applicant from the waiting list. It is the applicant's responsibility to notify management of changes of address and phone numbers.

Application Rejections

If management rejects an application, a formal letter of rejection will be sent to the applicant at the address shown on the application unless otherwise notified. If the cause for rejection is due to an unfavorable credit history, the applicant will be notified of the credit reporting service, their address and telephone number for direct contact with the service. If it can be verified that the credit report is in error, the application will be re-processed, and, if accepted, the application will be prioritized according to the original application date. Management may not discuss credit-reporting information with the applicant.

Short Term Lease Policy (offered at management's discretion)

This property may impose a short term lease fee policy for leases under 9 months, which will require pre-approval from the Area or Regional Manager. A short term lease fee up to \$200/month may apply. Short term leases will not be allowed to expire during the fall through winter months of October through April. On all Section 42 apartments, the initial minimum lease term available is six months. The lease dates must constitute a full six month term (a move-in on the 30th of a month does not equate to a full month's occupancy). Short term leases may not be eligible for rent specials. All short term leases will require a sixty (60) day notice to vacate.

Screening Criteria

This property uses a scoring model to screen credit reports. Refer to Attachment B for screening criteria.

Scoring criteria is subject to change.

Attachment A: Current Income Limits

Attachment B: Criminal History/Zero-Tolerance Policy, Screening Criteria, Release Form



ATTACHMENT A

**Jefferson County
2014 Limits (effective 12/18/13)**

	1 person	2 person	3 person	4 person	5 person	6 person	7 person	8 person
30%	14430	16500	18570	20610	22260	23910	25560	27210
35%	16835	19250	21665	24045	25970	27895	29820	31745
40%	19240	22000	24760	27480	29680	31880	34080	36280
45%	21645	24750	27855	30915	33390	35865	38340	40815
50%	24050	27500	30950	34350	37100	39850	42600	45350
60%	28860	33000	37140	41220	44520	47820	51120	54420
80%	38480	44000	49520	54960	59360	63760	68160	72560
<u>50%@140%</u>	33670	38500	43330	48090	51940	55790	59640	63490
<u>60%@140%</u>	40404	46200	51996	57708	62328	66948	71568	76188

Rents

	Max.
0bdrm 60%	721.5
1bdrm 60%	773.3
2bdrm 60%	928.5
3bdrm 60%	1071.8
4 bdrm 60%	1195.5

	Max.
0 bdrm 80%	962.0
1 bdrm 80%	1031.0
2 bdrm 80%	1238.0

	Max.
0 bdrm 50%	601.3
1bdrm 50%	644.4
2bdrm 50%	773.8
3 bdrm 50%	893.1
4 bdrm 50%	996.3

	Max.
0bdrm 40%	481.0
1bdrm 40%	515.5
2bdrm 40%	619.0
3 bdrm 40%	714.5

	Max.
1bdrm 45%	579.9
2bdrm 45%	696.4
3 bdrm 45%	803.8

	Max.
1bdrm 30%	386.6
2bdrm 30%	464.3
3 bdrm 30%	535.9



Attachment B

SCREENING CRITERIA & RELEASE FORM

CREDIT REPORT SCREENING:

This property uses a scoring model to screen credit reports.

- Scores 455 and above may be approved.
• Scores from 340 to 455 may be approved with conditions, such as a security deposit of a full month rent or approved co-signer.
• Scores below 340 may be rejected.

Scoring parameters are subject to change.

LANDLORD HISTORY:

The previous two (2) years of housing may be verified and documented for each applicant. This includes housing for applicants who were previously homeless or lived with parents/guardians. Management's inability to verify past residency may be grounds for denial. If previous rental history and credit history has not been established, denial or a co-signer may be required.

FALSIFICATION OF INFORMATION:

Any falsification of information listed on the application will be grounds for denial.

CRIMINAL CONVICTIONS/CURRENT DRUG USE:

Management will consider all household member(s)' criminal conviction records (within the bounds of local, state and federal laws) as part of our resident selection criteria. Management will deny all applicants having previous felony convictions or history of misdemeanors, etc., to the extent of the law. Under no circumstances will any adult applicant having a felony conviction record be accepted as a resident of this property. Management will deny any applicant subject to local, state or federal sex offender registry requirements.

SIGNATURE CLAUSE:

I have read and understand the above-mentioned criteria. I authorize investigation of all statements contained in this application for residency as necessary. I agree that this signed release of information may be photocopied at the discretion of Oakbrook Corporation (Agent for Owner) and should be considered as valid as the original. I authorize the owner, its subsidiaries, and its agents to investigate my credit worthiness through any credit bureau or other reasonable means. I further authorize investigation of my criminal background/history. This release for information will expire thirteen (13) months from the date of signature.

Each applicant 18 years of age and older must sign and date below.

Signature of Applicant Date

Signature of Applicant Date

Signature of Applicant Date

Signature of Applicant Date



PROPERTY MANAGEMENT

Our residential property management group has extensive experience managing apartment communities of all types and sizes including high-rise urban mixed-use properties throughout the Midwest. These properties consist of senior or family mixed income communities which operate as market-rate properties or with partial assistance under state and federal programs. Oakbrook Corporation has attained the designation of an Accredited Management Organization.

Our commercial property management group manages mid-rise and low-rise, state-of-the-art office, industrial and retail buildings throughout the metropolitan Madison area.

The property management services we offer range from the most basic relationship of providing physical plant maintenance services to the most comprehensive relationship of

providing complete asset management with discretionary authority subject only to prudent judgment and fiduciary limitations.

Oakbrook is equipped to provide a range of customized property management services tailored to the needs of any client. Oakbrook's complete scope of services includes preparation of marketing plans, market analysis, capital structure analysis including change implementation and long range business plans which include: (1) preventative maintenance and capital improvements; (2) marketing; (3) tenant relations; (4) property financing; and (5) disposition or acquisition.

We provide extensive financial reports to our property owners and place a high priority on meaningful, timely and accurate information so that they are continually informed and thereby enabled to make

appropriate decisions at the opportune time. These reports include balance sheets, income statements (with comparisons of actual to budget), investor reports, sources and uses of funds statements, occupancy and marketing reports, state and federal compliance reports, and operating budgets including long-term capital improvements. We will design special reports to accommodate any owner needs.

We manage our clients' properties from an owner's perspective with expertise that has been developed during an extended period of property ownership by the company's principals. We apply the same thoughtful, aggressive, goal-oriented approach to the management of our clients' properties as we do in successfully managing our own.



P.O. Box 45530
2 Science Court
Madison, WI 53744-5530

608.238.2600 PHONE
608.238.2625 FAX
corporate@oakbrookcorp.com EMAIL
www.oakbrookcorp.com

Oakbrook Corporation and Grubb & Ellis|Oakbrook are
Equal Housing Opportunity and Equal Employment Opportunity Companies

PROFESSIONAL PROFILE



KELLY A. EDWARDS

Vice President, Operations-Managed Properties
Oakbrook Corporation

CAREER SUMMARY

As Vice President, Operations-Managed Properties, Ms. Edwards is responsible for a portfolio of over 90 properties consisting of more than 5,600 residential units located in Illinois and Wisconsin. Her portfolio includes market rate, tax-exempt bond, HUD Section 8 and HOME, USDA Rural Development and Low Income Housing Tax Credit financed developments. Prior to her current position, Ms. Edwards held positions as Senior Regional Portfolio Manager, Regional Manager and Compliance Manager.

Prior to joining Oakbrook in 1999, Ms. Edwards held positions of Director of Asset Management with SunStarr Property Real Estate Group, LLC; Project Developer with Merced Housing Texas in San Antonio, Texas; and Compliance Trainer and Coordinator at Heartland Properties, Inc., in Madison, Wisconsin. Ms. Edwards has more than 18 years experience in various aspects of affordable housing development and asset management.

EXPERIENCE

- 2010 – Present: Vice President, Operations-Managed Properties
- 2009 – 2010: Senior Regional Portfolio Manager
Oakbrook Corporation
- 2004 – 2009: Regional Manager
Oakbrook Corporation
- 1999 – 2004: Director of Compliance
Oakbrook Corporation

EDUCATION

- University of Minnesota, Minneapolis – B.A. Political Science

PROFESSIONAL AFFILIATIONS

- Certified Occupancy Specialist, National Center of Housing Management
- Housing Credit Certified Professional, National Association of Home Builders
- STAR Certification, Spectrum Enterprises

Exhibit 5

Parcel Number - 290-0813-0644-026 [MAP](#)
 Parcel Status - ACTIVE

Data Updated - November 10, 2014 10:00am

PARCEL INFORMATION ?

Municipality City of Waterloo
 State Municipality Code 290
 Township 08
 Range 13
 Section 06
 Quarter-Quarter 44
 ID 026

PARCEL OWNERS

(CLICK ON NAME TO LIST PARCELS WITH OWNERS NAME)

Last Name First Name M.I. JR/SR.
WATERLOO CITY OF

PARCEL ADDRESSES ?

Address City Zip
 217 N MONROE ST WATERLOO 53594

BILL ADDRESS

Name CITY OF WATERLOO
 Street 136 N MONROE ST
 City/State/Zip WATERLOO, WI 53594

PROPERTY SIZE ?

Acres Front Depth
 1.381 0.00 0.00

BRIEF LEGAL DESCRIPTION

(NOT FOR USE ON LEGAL DOCUMENTS)

LOT 1, CSM 2522- 9-127.

*MONROE STREET APPTS
 (PROPOSED)*

24 UNITS

17.38 UNITS/ACRE

VALUATION INFORMATION ?

Assessment Year	2014	2013
Assessment Acres	1.381	1.381
Assessed Land Value	\$0	\$60,900
Assessed Improved Value	\$0	\$23,300
Total Value	\$0	\$84,200

Current year valuations are subject to change until Board of Review final adjournment [Assessment Detail](#)

TAX INFORMATION ?

2013	2012	2011	2010	2009	2008	2007	2006	2005
2004	2003	2002	2001	2000	1999	1998	1997	1996

2013 Tax Values

Category	Assessed Value	Average Assessment Ratio	Estimated Market Value
Land	\$60,900	/ 1.1036	\$55,200
Improvement	\$23,300	/ 1.1036	\$21,100
Total	\$84,200	/ 1.1036	\$76,300

2013 General Taxes:	\$2,010.10
2013 First Dollar:	\$68.92
2013 Amount:	\$1,941.18

[Tax Detail](#)

[Tax Bill PDF](#)

DISTRICT INFORMATION ?

Type	State Code	Description
School District	286118	WATERLOO SCH DIST
Technical College	400	MATC
TID District	290002	TID DISTRICT #2

RECORDED DOCUMENTS ?

Doc. Type	Status	Document Date	Sale Amt.	Doc. Number
QCD	P	04/30/2013		<u>1328732</u>
WAR-DEED X		12/16/1997	\$9,322,700	<u>984725</u>

Parcel Number - 290-0813-0522-052 [MAP](#)

Data Updated - November 10, 2014 10:00am

Parcel Status - ACTIVE

PARCEL INFORMATION ?

Municipality	City of Waterloo
State Municipality Code	290
Township	08
Range	13
Section	05
Quarter-Quarter	22
ID	052

PARCEL OWNERS

(CLICK ON NAME TO LIST PARCELS WITH OWNERS NAME)

Business Name

[HAWTHORNE APARTMENTSLLC](#)

PARCEL ADDRESSES ?

Address	City	Zip
1085 JAYSTONE TER 100	WATERLOO	53594
1085 JAYSTONE TER 101	WATERLOO	53594
1085 JAYSTONE TER 102	WATERLOO	53594
1085 JAYSTONE TER 103	WATERLOO	53594
1085 JAYSTONE TER 104	WATERLOO	53594
1085 JAYSTONE TER 105	WATERLOO	53594
1085 JAYSTONE TER 107	WATERLOO	53594
1085 JAYSTONE TER 109	WATERLOO	53594
1085 JAYSTONE TER 110	WATERLOO	53594
1085 JAYSTONE TER 112	WATERLOO	53594
1085 JAYSTONE TER 114	WATERLOO	53594
1085 JAYSTONE TER 200	WATERLOO	53594
1085 JAYSTONE TER 201	WATERLOO	53594
1085 JAYSTONE TER 202	WATERLOO	53594
1085 JAYSTONE TER 203	WATERLOO	53594
1085 JAYSTONE TER 204	WATERLOO	53594
1085 JAYSTONE TER 205	WATERLOO	53594
1085 JAYSTONE TER 206	WATERLOO	53594
1085 JAYSTONE TER 207	WATERLOO	53594
1085 JAYSTONE TER 208	WATERLOO	53594
1085 JAYSTONE TER 209	WATERLOO	53594
1085 JAYSTONE TER 210	WATERLOO	53594
1085 JAYSTONE TER 212	WATERLOO	53594

VALUATION INFORMATION ?

Assessment Year	2014	2013
Assessment Acres	1.220	1.220
Assessed Land Value	\$45,200	\$45,200
Assessed Improved Value	\$547,300	\$547,300
Total Value	\$592,500	\$592,500

Current year valuations are subject to change until Board of Review final adjournment [Assessment Detail](#)

TAX INFORMATION ?

2013	2012	2011	2010	2009	2008	2007	2006
2005	2004	2003	2002	2001	2000	1999	1998
1997	1996						

2013 Tax Values

Category	Assessed Value	Average Assessment Ratio	Estimated Market Value
Land	\$45,200	/ 1.1036	\$41,000
Improvement	\$547,300	/ 1.1036	\$495,900
Total	\$592,500	/ 1.1036	\$536,900

2013 General Taxes: \$14,144.74

2013 First Dollar: \$68.92

2013 Amount: \$14,075.82

[Tax Detail](#)

[Tax Bill](#)

[PDF](#)

DISTRICT INFORMATION ?

Type	State Code	Description
School District	286118	WATERLOO SCH DIST
Technical College	400	MATC

RECORDED DOCUMENTS ?

Doc. Type	Status	Document Date	Sale Amt.	Doc. Number
WAR-DEED P		06/04/2012	\$636,000	1311923
WAR-DEED X		02/20/1996	\$310,000	951530

1085 JAYSTONE TER 214 WATERLOO 53594

BILL ADDRESS

Name HAWTHORNE APARTMENTS LLC
Street 5403 UPLAND TR
City State Zip MIDDLETON, WI 53562

PROPERTY SIZE ?

Acres	Front	Depth
1.220	0.00	0.00

BRIEF LEGAL DESCRIPTION

?
(NOT FOR USE ON LEGAL DOCUMENTS)

LOT 1, CSM 3548-16-96.

2014 Jefferson County
All rights reserved.

HAWTHORNE APARTMENTS
(FORMER HORIZON LITTC PROJECT - SENIOR)

24 UNITS

19.67 UNITS / ACRE

Parcel Number - 290-0813-0713-032 MAP
Parcel Status - ACTIVE

Data Updated - November 10, 2014 10:00am

PARCEL INFORMATION

Municipality	City of Waterloo
State Municipality Code	290
Township	08
Range	13
Section	07
Quarter-Quarter	13
ID	032

VALUATION INFORMATION

Assessment Year	2014	2013
Assessment Acres	3.940	3.940
Assessed Land Value	\$72,000	\$72,000
Assessed Improved Value	\$1,943,800	\$1,943,800
Total Value	\$2,015,800	\$2,015,800

Current year valuations are subject to change until Board of Review final adjournment [Assessment Detail](#)

PARCEL OWNERS

(CLICK ON NAME TO LIST PARCELS WITH OWNERS NAME)

Business Name
MEADOWBROOK APARTMENT HOMES LLC

TAX INFORMATION

2013	2012	2011	2010	2009	2008	2007	2006
2005	2004	2003	2002	2001	2000	1999	1998
1997	1996						

2013 Tax Values

Category	Assessed Value	Average Assessment Ratio	Estimated Market Value
Land	\$72,000	1.1036	\$65,200
Improvement	\$1,943,800	1.1036	\$1,761,300
Total	\$2,015,800	1.1036	\$1,826,500

2013 General Taxes: \$48,123.14

2013 First Dollar: \$68.92

2013 Amount: \$48,054.22

[Tax Detail](#)

[Tax Bill PDF](#)

PARCEL ADDRESSES

Address	City	Zip
681 MCKAY WAY	WATERLOO	53594
701 MCKAY WAY	WATERLOO	53594
731 MCKAY WAY	WATERLOO	53594
720 KNOWLTON ST	WATERLOO	53594
680 KNOWLTON ST	WATERLOO	53594

BILL ADDRESS

Name: MEADOWBROOK APT HOMESLLC
Street: 120 W GORHAM ST
City State Zip: MADISON, WI 53703

PROPERTY SIZE

Acres	Front	Depth
3.717	0.00	0.00

BRIEF LEGAL DESCRIPTION

(NOT FOR USE ON LEGAL DOCUMENTS)

PCL 1, CSM 3626-16-259.

*56 units
MEADOWBROOK APTS
15.06 units/acre*

DISTRICT INFORMATION

Type	State Code	Description
School District	286118	WATERLOO SCH DIST
Technical College	400	MATC

RECORDED DOCUMENTS

Doc. Type	Status	Document Date	Sale Amt.	Doc. Number
WAR-DEED A		10/28/1997	\$66,000	<u>982573</u>
WAR-DEED P		04/30/1997	\$132,000	<u>972351</u>

Exhibit 6

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RE: Proposed Monroe Street Apartments located at 217 N. Monroe Street, Waterloo

To whom it may concern:

I would like to express our support of the proposed development of new apartment units in Waterloo.

Our firm is a major employer in Waterloo with more than 155 current employees. Over the past two years our employment base has increased by 20%. We have worked closely with the City to access local training program graduates and to actively market these positions in the region, and support development of multifamily properties to house relocating workers.

We believe that Waterloo has a strong and growing economy and our community would benefit from the addition of quality multi-family units to provide a range of housing options locally.

Sincerely,

A handwritten signature in cursive script that reads 'Sandy Bieringer'.

Sandy Bieringer, SPHR

Human Resources Director

VAN HOLTEN'S

703 West Madison Street • Waterloo, WI 53594
Telephone 920.478.2144 • Fax 920.478.2316

December 16, 2013

Wyman Winston
Executive Director
Wisconsin Housing and Economic Development Authority
201 W. Washington Ave.
Madison, WI 53703

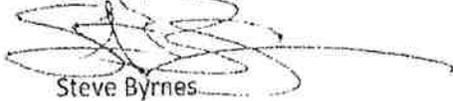
RE: Monroe Street Apartments – Waterloo, Wisconsin

Dear Mr. Winston:

On behalf of Van Holten's I am writing to express our support for the proposed Monroe Street Apartments at 219 Monroe Street in Waterloo.

Van Holten's currently employs 70 people with approximately 45 of them living within a 5-mile radius of the proposed site. Our employment levels have remained stable during the past two years. The addition of new residential units in the community at this key location will facilitate ongoing economic and employment growth within Waterloo.

Sincerely,



Steve Byrnes
President

December 6, 2013

Wyman Winston
Executive Director
Wisconsin Housing and Economic Development Authority
201 W. Washington Ave.
Madison, WI 53703

RE: Monroe Street Apartments – Waterloo, Wisconsin

Dear Mr. Winston:

On behalf of McKay Nursery Company, I am writing to express our support for the proposed Monroe Street Apartments at 219 Monroe Street in Waterloo. McKay Nursery Company currently employs 12 full-time employees and 40 additional seasonal employees within a one-mile radius of the proposed site. Our employment levels have remained stable during the past two years. The addition of new residential units in the community at this key location will facilitate ongoing economic and employment growth within Waterloo.

Sincerely,


Tim Flood
President

Exhibit 7



JEFFERSON COUNTY VETERANS' SERVICES OFFICE

Courthouse, Room 207
320 S. Main Street
Jefferson, Wisconsin 53549
920-674-7240



Yvonne Duesterhoeft
County Veterans Service Officer
yvoned@jeffersoncountywi.gov

Gene Asmann
Deputy CVSO
www.jeffersoncountywi.gov

Mr. Howard Mandeville
Movin' Out, Inc.
600 Williamson Street Suite L-1
Madison, WI 53703

21 January, 2014

Dear Mr. Mandeville,

I have reviewed the description of the Movin' Out housing development Monroe Street Apartments located in Jefferson County in the City of Waterloo, Wisconsin and the related Service Plan and am pleased to endorse and support this project that will include affordable housing and tailored community support services to households that include family members who are eligible for services administered and/or provided by the U.S. Department of Veterans Affairs and who need affordable supported housing.

As the Jefferson County Veterans Services Officer, I can affirm the need for supportive housing that this development project will address. To the best of my knowledge the housing to be provided and the service plan are consistent with the VA Homeless Program's policies and plans, as well as those of Jefferson County

Jefferson County Veterans Services Office will continue to provide assessment and referral services to veterans who meet program eligibility criteria. Where appropriate we will refer veterans seeking affordable housing to your project.

My understanding is that the team of service providers you have identified and will be working with include: Community Action Coalition of South Central Wisconsin (CAC) through the Supportive Services for Veterans Families (SSVF) grant program, the VA Medical Center social work department and the Vets Center as the designated providers of supportive services for the Movin' Out Monroe Street Apartments tenants living in supported units. Each of these organizations has provided tailored and comprehensive community support services for eligible veterans for 2 or more years.

We understand that the Department of Veterans Affairs has funded CAC through the SSVF grant for the past two years and we anticipate that this funding will continue in future years. The DVA contracts with these and other agencies to provide supportive services to enable eligible homeless veterans to overcome barriers and to be healthy, safe and successful tenants and members of the community. We understand that Movin' Out develops and provides access to supported housing options which are integrated into the community and that Movin' Out works in partnership with a wide range of supportive services providers to accomplish that mission. We recognize that this partnership approach will enhance the support available to the tenants of supportive housing located at Monroe Street Apartments.

Sincerely,

Yvonne R. Duesterhoeft
Jefferson County Veterans Service Officer



DEPARTMENT OF VETERANS AFFAIRS
William S. Middleton Memorial Veterans Hospital
2500 Overlook Terrace
Madison WI 53705-2286

RECEIVED

January 13, 2014

Mr. Howard Mandeville
Movin' Out, Inc.
600 Williamson Street, Suite 100
Madison, WI 53703

Dear Mr. Mandeville,

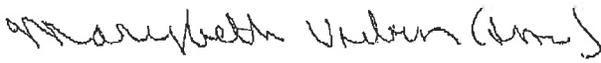
I have reviewed the description of the Movin' Out housing development Monroe Street Apartments in Waterloo, WI and the related Service Plan and am pleased to endorse and support this project that will include affordable housing and tailored community support services to households that include family members who are eligible for services administered and/or provided by the U.S. Department of Veterans Affairs and who need affordable supported housing.

On behalf of the VA, I can affirm the need for supportive housing that this development project will address. The housing to be provided and the service plan are consistent with the VA Homeless Program's policies and plans, as well as those of the USDVA.

The Department of Veterans Affairs will continue to fund and administer HUD-VASH community-based supportive services to veterans who meet program eligibility criteria. The team of service providers you have identified and will be working with including the Community Action Coalition for South Central Wisconsin (CAC) and the Vets Center as the designated providers of supportive services for the Movin' Out Monroe Street Apartments tenants living in supported units, has each provided tailored and comprehensive community support services for eligible veterans for well over 2 years.

The Department of Veterans Affairs has funded CAC for the past two years and anticipates that this funding will continue in future years. The DVA contracts with these and other agencies to provide supportive services to enable eligible homeless veterans to overcome barriers and to be healthy, safe and successful tenants and members of the community. We understand that Movin' Out develops and provides access to supported housing options which are integrated into the community and that Movin' Out works in partnership with a wide range of supportive services providers to accomplish that mission. We recognize that this partnership approach will enhance the support available to the tenants of supportive housing located at Movin' Out's Monroe Street Apartments.

Sincerely,


Marybeth Urbin
Homeless Program Coordinator
Wm. S. Middleton Memorial Veterans' Hospital
Madison, WI

Veterans Supportive Services Plan

This agreement between Community Action Coalition for South Central Wisconsin (CAC) and Movin' Out, Inc. (Movin' Out), the affordable rental housing provider, represents the agreement of the two parties on the delivery of housing and services that will enhance independent living success and promote the dignity of the tenants receiving supportive services. CAC is a nonprofit 501c3 organization with more than 2 years of experience in providing veteran specific supportive services

Services Offered:

1. Movin' Out will reserve rental units for tenant households that include at least one household member that is an eligible military veteran and may also rely on supportive services planned and delivered by CAC and funded by the U.S. Department of Veterans Affairs, an organization which is experienced in providing Veteran- specific services. Movin' Out commits to accommodate the delivery of supportive services for the life of the project.
2. The initial pool of supported tenants will be households that include one or more household members who are military veterans, are eligible for supportive services and who are referred by CAC or other veterans' supportive services providers serving qualified recipients of veterans' services in Jefferson County. Final determination of who will be selected as initial tenants will be made by Movin' Out or the professional property management company designated by Movin' Out, with recommendations from CAC and/or other military veteran service providers.
3. Movin' Out will provide services and amenities to meet the following needs of tenants who rely on supportive services:
 - a. Tenants who are qualified veterans need affordable housing: Movin' Out provides decent shelter at a rent affordable to tenants on a fixed income. The owner's non-profit status and the rent restrictions associated with the project financing assuring affordability for qualified tenants on a continuing basis.
 - b. Qualified Veteran Tenants need stable housing: Movin' Out provides housing that assures tenancy over the long term. The tenant lease is renewable for as long as the tenant wants to live in the apartment, subject to compliance with lease terms.
 - c. Qualified Veteran Tenants need veteran-sensitive property management. Movin' Out will assist in the coordination of property management with the delivery of supportive services and assist in tailoring property management to tenants whose veteran status may require individualized accommodations. Property management will coordinate with, complement, and supplement the day to day in-home supportive services.
 - d. Qualified Veteran Tenants need ordinary housing in typical neighborhoods that will not separate and segregate them from other citizens. Movin' Out will develop housing units built to accommodate the specific needs and preferences of the tenants. The housing will not be burdened with licensing required by congregate facilities, thus allowing the tenants to be seen and known as ordinary neighbors.

4. CAC will provide services to SSVF eligible households in order to meet the following needs of tenants who rely on supportive services:
 - a. Qualified Veteran Tenants may need individualized in-home support services available on a short term basis and on short notice, when needed. CAC offers short term case management (3 months maximum) to participants that are eligible for the SSVF program. Caseworkers are available to meet in tenants' homes to address issues such as maintaining good nutrition, and health, managing budgets and bills, establishing a domestic routine, establishing a safe environment and safe practices, planning a quick response to emergencies, help determine how to get to work and social destinations using public transportation, and coordinating domestic routines and schedules to insure people get to work, appointments, and other commitments on time and prepared.
 - b. Qualified Veteran Tenants need to feel a sense of belonging and membership. CAC offers mediation services to address issues such as initiating constructive relationships with housemates, neighbors, resident association members, friends, co-workers, and family members.
 - c. Qualified Veteran Tenants may need support in exercising responsibility, making choices, and providing direction and decision-making in developing and implementing a service plan that reflects one's own needs and preferences. CAC provides supportive services that may help facilitate the tenants' engagement in decisions about their housing and will coordinate with tenants' guardians, care managers, Movin' Out, and its designated property management company.

CAC may assist Movin' Out tenants that qualify for the SSVF Program. Supportive services provided will help to meet the needs and preferences of tenants. SSVF caseworkers are able to provide short term supportive services. Tenants designated for supportive services will work with the caseworker on a Housing Stability Plan. Services are determined based on the needs and desires of each person and their veteran support team. Individuals have the right to direct their own lives, including having a say in the selection of their service providers. For the purpose of this project, prospective residents will be provided the following supports:

- **Autonomy and Choice:** the supportive services providers chosen by tenants will ensure that individuals have choice about where and with whom they live, how personal time is used and what services are received.
- **Organization/communication:** the supportive services provider staff will work cooperatively with each individual on a short term basis to plan and organize their daily routine, including coordinating transportation, special events, communicating as needed with other service providers, support brokers and family members.

How Services will be Planned, Funded, and Marketed

The proposed tenants may receive short term, self-directed, community-based supportive services funded by U.S. Department of Veterans Affairs (and administered by CAC). Service planning and coordination is undertaken by CAC and/or other veteran-specific care managers and service providers. Each tenant will have the help needed to create a service plan and budget, identifying service providers, and monitoring and documenting the quality of support delivered.

The initial tenants have access to a care management team who helps to identify and coordinate supports within the supportive service funding available to the person. The care management team assists the person in developing an individualized person-centered plan. The initial tenants are expected to be eligible for supportive services provided by CAC and/or other veteran-specific service providers .

The initial tenants may also be eligible for vocational services or other veteran benefits administered by the U.S. Department of Veterans Affairs.

The County Veterans Services Office of Jefferson County offers prospective qualified veteran tenants a central source of information, assistance and access to community resources for veterans, as well as their families. Personalized assistance is available at the County Veteran Services Officer, over the telephone, or in visits to an individual's home.

Professional staff will assist adults sort through options and make informed decisions.

Help is available to:

- Maintain independence in the home and the community
- Assist individuals with future housing and personal care needs
- Locate health and housing assistance
- Evaluate eligibility for financial benefits
- Fulfill role as a caregiver

The County Veterans Services Office of Jefferson County website, website www.jeffersoncountywi.gov information on eligibility, service planning and community resources. Information about applying for supportive services is available at the County Veterans Services Office info line, (920) 674-7240 or email yvonneed@jeffersoncountywi.gov

For Supportive Services Provider:

Justin Jansen, Exec. Dir.
Name, Title

1/21/14
Date

For Movin' Out, Inc.:

Howard Mandeville
Howard Mandeville, Executive Director

1-21-2014
Date

Continu^{US}

28526 US HWY 14 • Lone Rock, WI 53556 • phone: 1-877-376-6113 • fax: 608-647-4754 • web: ContinuUs.org

January 28, 2014

Howard Mandeville, Executive Director

Movin' Out

600 Williamson Street

Madison, WI 53703

Dear Howard,

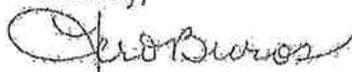
I have reviewed the proposed plan for Monroe Street Apartments to be developed in Waterloo and the related Supportive Services Plan and am pleased to support this project that will include affordable housing and tailored community support services to individuals with disabilities eligible for services planned and authorized by ContinuUs, the new name for Southwest Family Care Alliance, one of two non-profit 501 (c) (3) Family Care organizations designated by the Wisconsin Department of Health Services to fund, plan and deliver long term care to qualified members in Jefferson County.

On behalf of ContinuUs, I can affirm the need for supportive housing that this development project will address. The housing to be provided and the service plan are consistent with ContinuUs' policies and plans, as well as those of the State Family Care program.

ContinuUs will fund and administer community-based supportive services delivered by Bethesda Lutheran Communities to people with disabilities who meet program eligibility criteria and select membership with ContinuUs. Bethesda Lutheran Communities, a provider of supportive services available to prospective tenants qualifying for Family Care services, provides tailored and comprehensive community support services. Bethesda has been in operation for more than a century and has provided community-based supportive services to people with disabilities for 30 years.

ContinuUs anticipates that it will continue to be a partner with Bethesda by funding its delivery of supportive services. ContinuUs contracts with Bethesda Lutheran Communities to provide comprehensive and tailored supportive services to enable people with disabilities to be healthy, safe and successful tenants and members of the community.

Sincerely,



Teri Buros,
Chief Executive Officer

care. respect. together.

Scott Walker
Governor

Klitty Rhoades
Secretary



State of Wisconsin
Department of Health Services

DIVISION OF LONG TERM CARE

1 WEST WILSON STREET
PO BOX 7851
MADISON WI 53707-7851

Telephone: 608-266-0036
FAX: 608-266-2713
TTY: 888-241-9432
dhs.wisconsin.gov

Howard Mandeville
Movin' Out, Inc.
600 Williamson Street Suite L-1
Madison WI 53703

Dear Howard:

The Wisconsin Department of Health Services reviewed Movin' Out's proposed project and the associated service plan for its proposed project, Monroe Street Apartments in Waterloo, Wisconsin. Please allow this letter to serve as evidence of the Department's support of the project which will provide much needed, affordable, and integrated supported housing options for people who rely on long-term Care in Wisconsin, consistent with Department of Health Services' policies and priorities.

I am pleased to see the project's thoughtful integration of veterans with disabilities and others who rely on long term supportive services into the mix of the multi-family housing market in Waterloo. By pairing affordable, accessible housing with services delivered by strong local supportive service providers, your project will not only be an asset for the community of Waterloo, but also a sustainable housing resource for veterans and others who rely on community supportive services.

The Department fully supports WHEDA in its provision of affordable housing tax credits for the project. We will continue to work with the developers in their efforts to shape, construct and operate this project.

Sincerely

A handwritten signature in cursive script that reads 'Camille Rodriguez'.

Camille Rodriguez, Interim Director
Wisconsin Department of Health Services
Bureau of Long Term Support, Division of Long Term Care
1 West Wilson Street
Madison, Wisconsin 53707

Supportive Housing Service Plan

Supportive Services Plan Memorandum of Understanding

This memorandum of understanding between Bethesda Lutheran Communities (Bethesda) a supportive services provider, and Movin' Out, Inc. (Movin' Out), an affordable rental housing provider, represents the agreement of the two parties on the delivery of housing and services that will enhance Independent living success and promote the dignity of the tenants receiving supportive services.

Services Offered:

1. Movin' Out will market residential rental units to households that include tenants with disabilities who rely on supportive services planned and delivered by Bethesda and funded by a Family Care-approved care management organization. Movin' Out commits to accommodate the delivery of supportive services provided by Bethesda and other qualified supportive services provider for the life of the project.
2. The initial pool of supported tenants will be households that include one or more household members with developmental, age-related, and other physical or behavioral disabilities who are eligible for long-term support services and who are referred by a Family Care care management organization, affiliated care managers, and affiliated supportive service providers serving qualified recipients of long term care living in Jefferson County. Final determination of who will be selected as initial tenants will be made by Movin' Out and the professional property management company designated by Movin' Out, with recommendations from Bethesda.
3. Movin' Out will provide services and amenities to meet the following needs of tenants who rely on supportive services:
 - a. Tenants with disabilities need affordable housing: Movin' Out provides decent shelter at a rent affordable to tenants on a fixed income. The owner's non-profit status and the project financing for some units assure affordability for qualified tenants on a continuing basis.
 - b. Tenants with disabilities need stable housing: Movin' Out provides housing that assures tenancy over the long term. The tenant lease is renewable for as long as the tenant wants to live in the apartment, subject to compliance with lease terms.
 - c. Tenants with disabilities need disability-sensitive property management. Movin' Out's property management is tailored to tenants whose disabilities may require individualized accommodations. Property management will coordinate with, complement, and supplement the day to day in-home supportive services.
 - d. Tenants with disabilities need ordinary housing in typical neighborhoods that will not separate and segregate them from other citizens. Movin' Out will develop housing units for one to three tenants per unit, modified to accommodate the specific needs and preferences of the tenants. The housing will not be burdened with licensing required by congregate facilities, thus allowing the tenants to be seen and known as ordinary neighbors.

4. Bethesda will offer services to meet the following needs of tenants who rely on supportive services:
- a. Tenants with disabilities need individualized in-home support services available on a regularly scheduled basis and, sometimes, on short notice, when needed. Bethesda offers needed support, available in tenants' homes, to maintain good nutrition, hygiene and health, manage budgets and bills, maintain a domestic routine, establish a safe environment and safe practices, provide quick response to emergencies, help to maintain good relationships with housemates and neighbors, monitor and deliver medication, help in figuring out how get to work and social destinations using public transportation, and coordination of domestic routines and schedules to insure people get to work, appointments, and other commitments on time and prepared.
 - b. Tenants with disabilities need to feel a sense of belonging and membership. Bethesda offers assistance in initiating and maintaining constructive relationships with housemates, neighbors, resident association members, friends, co-workers, and family members.
 - c. Tenants with disabilities may need support in exercising responsibility, making choices, and providing direction and decision-making in developing and implementing a service plan that reflects one's own needs and preferences. Bethesda offers to facilitate the tenants' engagement in decisions about their housing and will coordinate with tenants' guardians, care managers, Movin' Out, and its designated property management company.

Bethesda, a Family Care-approved supportive services provider, will meet the needs and preferences of tenants with disabilities by providing day to day, in-home supportive services as defined in each person's individualized care plan. Services are determined through the use of the Resource Allocation Decision Making (RAD) process prescribed by the Wisconsin Department of Health Services contract with care management organizations. The RAD process includes the individual as a member of their care along with a care manager and a Registered Nurse. Care plans are based on the needs and desires of each person and their support team. Individuals have the right to direct their own lives, including choosing their service providers. For the purpose of this project, prospective residents will be provided the following supports:

- Safety and Supervision: Bethesda caregivers support tenants in their homes to ensure safety and provide supervision as needed. Amounts of personal contact range from 24 hours per day to come-in support a few hours each week or month.
- Autonomy and Choice: the supportive services providers chosen by tenants will ensure that individuals have choice about where and with whom they live, how personal time is used and what services are received.
- Relationships/Community Involvement: the supportive services provider will assist with opportunities to develop and maintain relationships with friends, family and community members. Individuals will have opportunities to participate in community life and will get help in coordinating plans, help with maintaining relationships with friends and

- neighbors, and coordination of transportation, as needed, to get to the right place at the right time.
- **Organization/Communication:** the supportive services provider staff will work cooperatively with each individual to plan and organize their daily routine, including coordinating transportation, special events, communicating as needed with other service providers, support brokers and family members.
- **Medication Assistance and Medical Advocacy:** Staff will assist each person, as needed, with medication delivery, ensuring accuracy and consistency of needed medications. Staff will also attend medical appointments to assist individuals with communicating with medical providers and advocating on their behalf. Staff will work with the individuals and their teams to ensure all medical appointments are attended and that any medical issues that arise are attended to promptly and appropriately. Staff will monitor the need for follow up appointments and maintain documentation of medical history.
- **Personal Care:** Staff will assist the individuals with personal care including: bathing, hair care, dental hygiene, toileting, dressing, care of eyeglasses/hearing aids, assistance with mobility/ambulation, skin care, use of assistive devices and other necessary assistance.
- **Home maintenance:** Staff will assist, to the degree necessary, with home maintenance including cleaning all areas of the apartments, organizing, laundry, and maintaining a safe home environment.
- **Meal Planning/Groceries:** The supportive services provider will assist with meal planning, nutrition education and grocery shopping for each individual, as needed. This may include planning weekly menus, making grocery store lists, providing transportation to the grocery store and assistance with purchasing groceries. Supportive services will also include education and/or guidance around special dietary requirements (e.g., diabetic diet) and healthy eating.
- **Financial support:** The supportive services provider will monitor that fiscal assistance and payee services are in place. Supportive fiscal services will ensure that individuals have adequate spending money, will help them pay their bills, deposit paychecks, and make purchases as needed/desired. The residential supportive services provider will work cooperatively with each individual's fiscal service provider and representative payee to maintain benefit eligibility and to meet any other financial obligations.

How Services will be Planned and Funded

The proposed tenants receive comprehensive, self-directed, community-based supportive services funded and administered by a Family Care managed care organization. Service planning and coordination is undertaken by the managed care organization and its affiliated vendors. Each tenant has a care management team that assists the tenant in creating a service plan and budget, identifying service providers, and monitoring and documenting the quality of support delivered. Participants have a range of supportive service providers capable of planning and providing individualized services.

The initial tenants have access to a care management team to help identify and coordinate supports within the supportive service funding available to the person. The team assists the person in developing an individualized person-centered plan.

The initial tenants are expected to be eligible for supportive services funded by Medicaid via Family Care or other programs and administered by Wisconsin's Department of Health Services. Prospective tenants may exercise their option to affiliate with a care management organization or other alternatives such as IRIS.

The Aging and Disability Resource Center of Jefferson County offers prospective tenants with disabilities a central source of information, assistance and access to community resources for older people and people with disabilities, as well as their families. Personalized assistance is available at the resource center, over the telephone, or in visits to an individual's home.

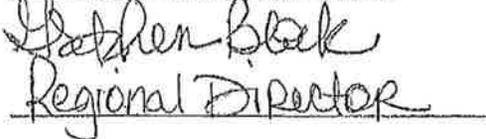
Professional staff will assist adults to sort through options and make informed decisions.

Help is available to:

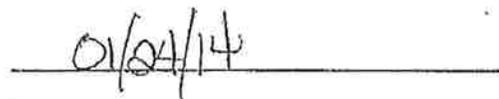
- Maintain independence in the home and the community
- Assist individuals with future housing and personal care needs
- Locate health and housing assistance
- Evaluate eligibility for financial benefits
- Fulfill role as a caregiver

The ADRC of Jefferson County website, <http://jeffersoncountypadrc.assistguide.net>, provides information on eligibility, service planning and community resources. Information about applying for supportive services is available at the ADRC Info line, 866/740-2372 or from the Independent Living Center, Society's Assets, 800/378-9128 or www.societysassets.org.

For Bethesda Lutheran Communities:


Regional Director

Title


Date

For Movin' Out, Inc.:



Howard Mandeville, Executive Director


Date

Exhibit 8



**National Association
of Home Builders**

**The Low-Income Housing Tax Credit:
The Most Successful Affordable Rental Housing Production Program In our Nation's History**

What is the Low-Income Housing Tax Credit (LIHTC)?

- The LIHTC is the most successful affordable rental housing production program in U.S. history.
- The LIHTC is a source of equity financing for the development of affordable housing that serves households earning 60% or less of the area median income (AMI) with rents restricted to keep the units affordable.
- Through construction of new apartments, preservation of existing affordable housing and rehabilitation of older multifamily buildings, the LIHTC adds to the nation's supply of affordable housing.
- Since its inception, the program has produced and financed more than 2.5 million affordable apartments for low-income families, seniors and individuals with special needs.

The LIHTC has a Positive Impact on the U.S. and Local Communities

- The LIHTC is a job creator, generating approximately \$7.1 billion in economic income and approximately 95,000 jobs per year across many industries.
- The National Association of Home Builders estimates that, in its first year, a typical 100 apartment unit LIHTC development will have the following impact:
 - \$8.7 million in additional wages for local workers and profits for proprietors of businesses
 - \$3.3 million in additional taxes for federal, state and local governments
 - 116 additional jobs, about half of which are in the construction sector
- Job creation spurred by LIHTC development continues after the construction phase as well. NAHB estimates 30 jobs remain after the homes are occupied in the wholesale and retail trade, eating and drinking establishments, local government, and in the health, education and social service sectors.

How does the LIHTC work?

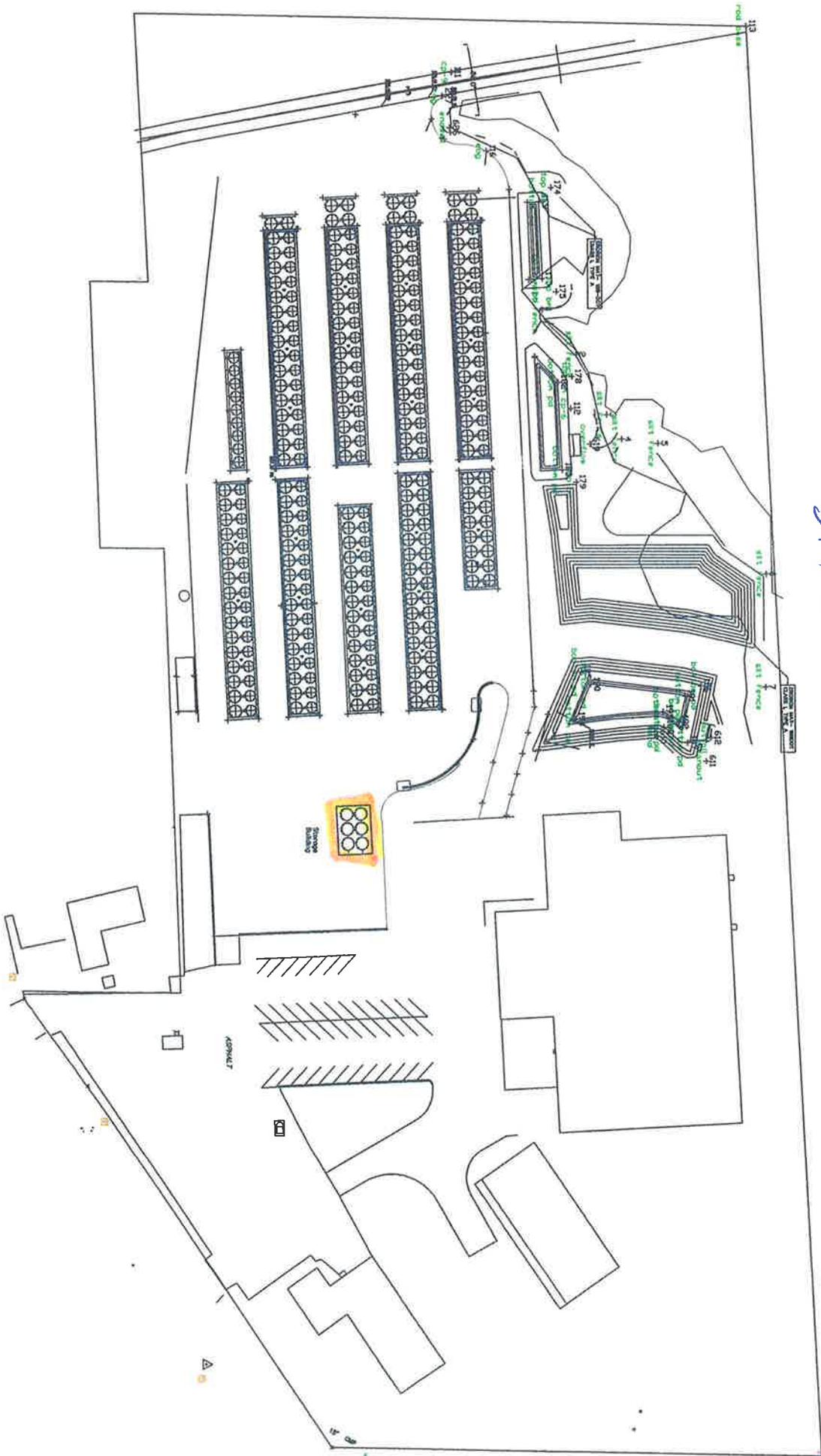
- The LIHTC is a public/private partnership bringing together the federal government, state allocating agencies and the private sector.
- Developers receive an allocation of LIHTCs from the allocating agency through a competitive application process designed by the allocating agency to meet local housing needs.

- The tax credits are then sold to private investors to raise equity for an LIHTC project. The investors are part owners of the project, usually as limited partners. LIHTC syndicators typically bring the developer and investors together.
- As a result of the equity financing obtained from tax credits, affordable housing properties have less debt, resulting in reduced rent for low-income residents.
- LIHTC properties must remain affordable for a minimum of 30 years. During this time the property, is monitored for program compliance by the allocating agency, syndicator, investor and developer.
- According to CohnReznick, LIHTC properties have an annualized foreclosure rate of 0.64 — a percentage far under comparable market rate properties.

The Tremendous Need for Affordable Rental Housing Production

- The production and rehabilitation of affordable rental homes is critical as the nation struggles with the increasing burden of housing costs.
- According to the Department of Housing and Urban Development "Worst Case Housing Needs 2011 Report to Congress" in 2011, there were 8.48 million renter households with incomes below 50% of AMI who paid more than half of their income for rent and/or lived in severely inadequate conditions.
- The number of renter households with worst-case needs increased 43.5% from 2007 to 2011.
- The 2011 Harvard Joint Center for Housing Studies report, "America's Rental Housing: Meeting Challenges, Building on Opportunities," indicates there are only 11.6 million rental homes affordable and available to 18 million low-income renters, representing an astounding unmet need of 6.4 million affordable homes.
- As the impact of the recent housing and economic crisis continues to be felt by an increasing population of low-income Americans, it is imperative that the LIHTC program remain in the tax code to help close this multimillion affordable housing supply gap.

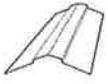
Site Plan



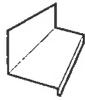
29-Gauge Product Information

APPLICATIONS GUIDE

LG 101 PLAIN RIDGE CAP



LG 104 NOTCHED ENDWALL FLASHING



LG 105 NOTCHED UPPER GAMBREL FLASHING



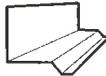
LG 106 NOTCHED LOWER GAMBREL FLASHING



LG107 DENVER ENDWALL FLASHING



LG 108 SIDEWALL FLASHING



LG 109 DENVER SIDEWALL FLASHING



LG 110 BASE TRIM



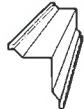
LG 111 SQUARE BASE ANGLE



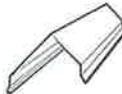
LG 113 CORNER TRIM



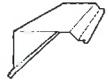
LG 115 INSIDE CORNER



LG 117 RAKE TRIM



LG 118 DENVER GABLE



LG 119 EAVE FLASHING



LG 120 DENVER EAVE TRIM



LG 123 "J" CHANNEL



LG 125 9" DOOR JAMB



LG 126 DOOR POST TRIM



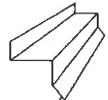
LG 129 WINDOW DRIP CAP



LG 130 SLIDING DOOR DRIP CAP



LG 131 NATIONAL DOOR TRACK COVER



LG 132 COMBO TRACK COVER



LG 133 TOP MOUNT TRACK COVER



LG 134 TRACK DOOR JAMB TRIM

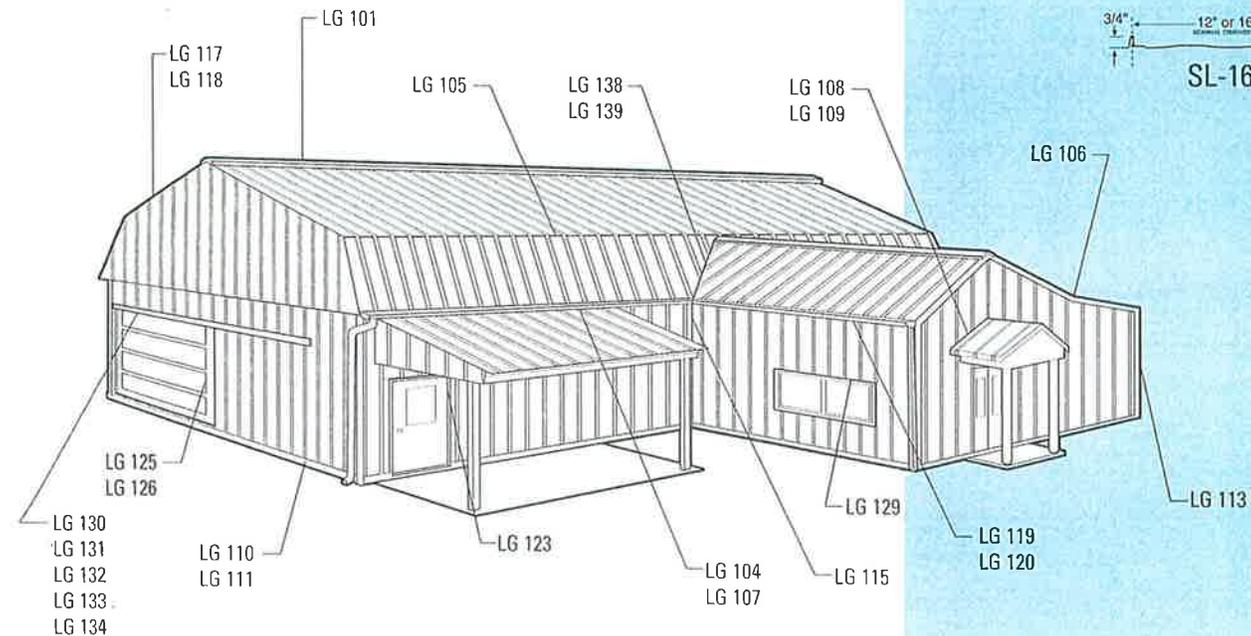
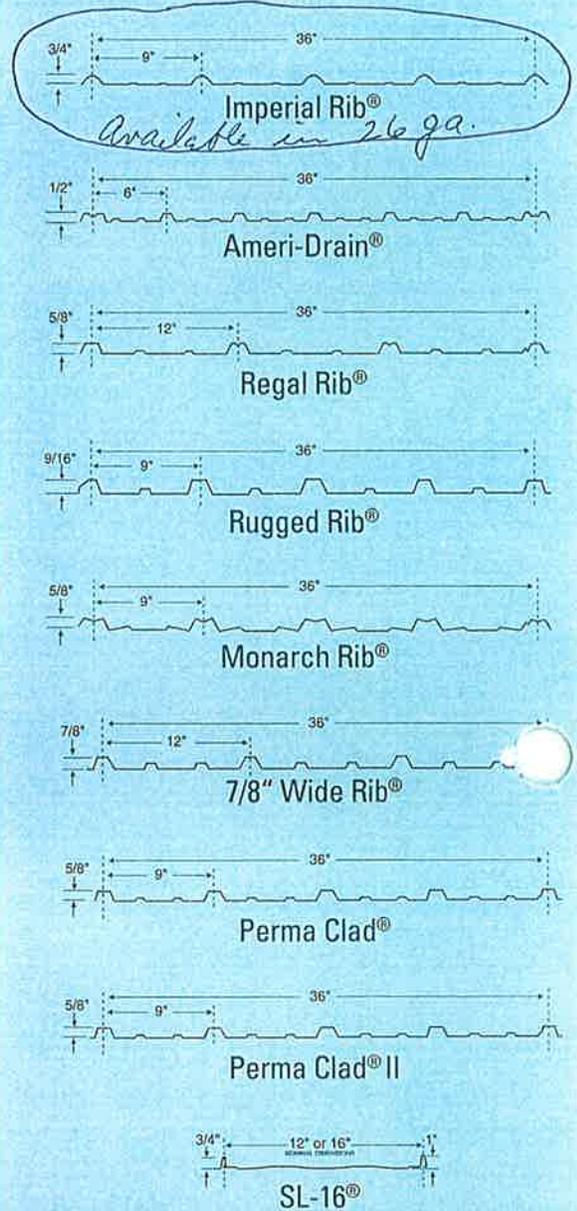


LG 138 / LG 139 "W" FORMED VALLEY



Panel Profiles

29 ga.





AMERICAN BUILDING COMPONENTS

Millennium® 3000 Paint System

PREMIUM PANEL COLORS NOW WITH COOL ROOF PIGMENTS



Color shown may vary slightly from the actual color. Please call ABC for a metal color chip to verify color selection.

- See our website for information on Solar Reflectance Index (SRI), Solar Reflectivity (SR) and Emissivity values.
- Final color selection should be made from actual color chips.
- Limited paint warranty available upon written request.
- A copy of the warranty is available from the point of purchase or from the nearest ABC office.
- Polar White is a straight polyester.
- Although Galvalume Plus® is ENERGY STAR Qualified, it does not meet the requirements of the Non-Business Energy Property tax credit per an IRS ruling.

29-Gauge

		<i>Walls</i>			
POLAR WHITE ★ SR .58 SRI 69	IVORY ★ SR .65 SRI 78	BUCKSKIN ★ SR .34 SRI 38	HAWAIIAN BLUE ★ SR .32 SRI 35	GALLERY BLUE ★ SR .28 SRI 30	
REGAL WHITE ★ SR .52 SRI 61	LIGHT STONE ★ SR .50 SRI 58	BURNISHED SLATE ★ SR .28 SRI 29	BURGUNDY ★ SR .28 SRI 30	IVY GREEN ★ SR .28 SRI 30	
			<i>Roof</i>		
GRAY ★ SR .46 SRI 53	SADDLE TAN ★ SR .48 SRI 56	KOKO BROWN ★ SR .28 SRI 29	RUSTIC RED ★ SR .36 SRI 40		GALVALUME PLUS ★ SR .68 SRI 56
DESERT SAND ★ SR .42 SRI 48	CHARCOAL GRAY ★ SR .28 SRI 29	COAL BLACK ★ SR .28 SRI 29	CRIMSON RED ★ SR .33 SRI 36	GALVANIZED	

26-Gauge

REGAL WHITE ★ SR .52 SRI 61	LIGHT STONE ★ SR .50 SRI 58	CHARCOAL GRAY ★ SR .28 SRI 29	RUSTIC RED ★ SR .36 SRI 40	IVY GREEN ★ SR .28 SRI 30
GRAY ★ SR .46 SRI 53	SADDLE TAN ★ SR .48 SRI 56	KOKO BROWN ★ SR .28 SRI 29		

Please inquire for additional color availability, pricing and lead-times.

ADEL, GA
800-877-8709

LUBBOCK, TX
800-481-3035

MEMPHIS, TN
800-877-8709

NICHOLASVILLE, KY
800-877-8709

OMAHA, NE
800-228-2260

OSKALOOSA, IA
800-345-0044

PHOENIX, AZ
800-481-3035

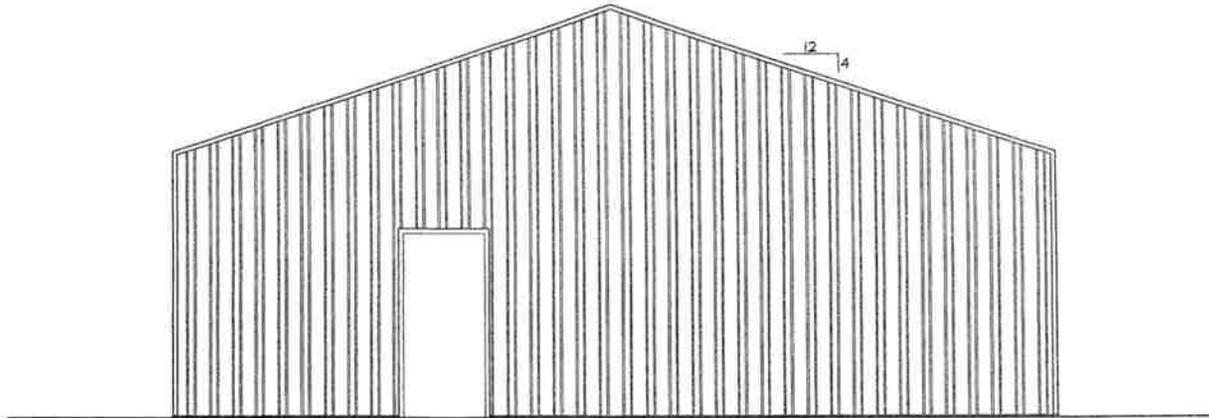
ROME, NY
800-544-2651

SALT LAKE CITY, UT
800-481-3035

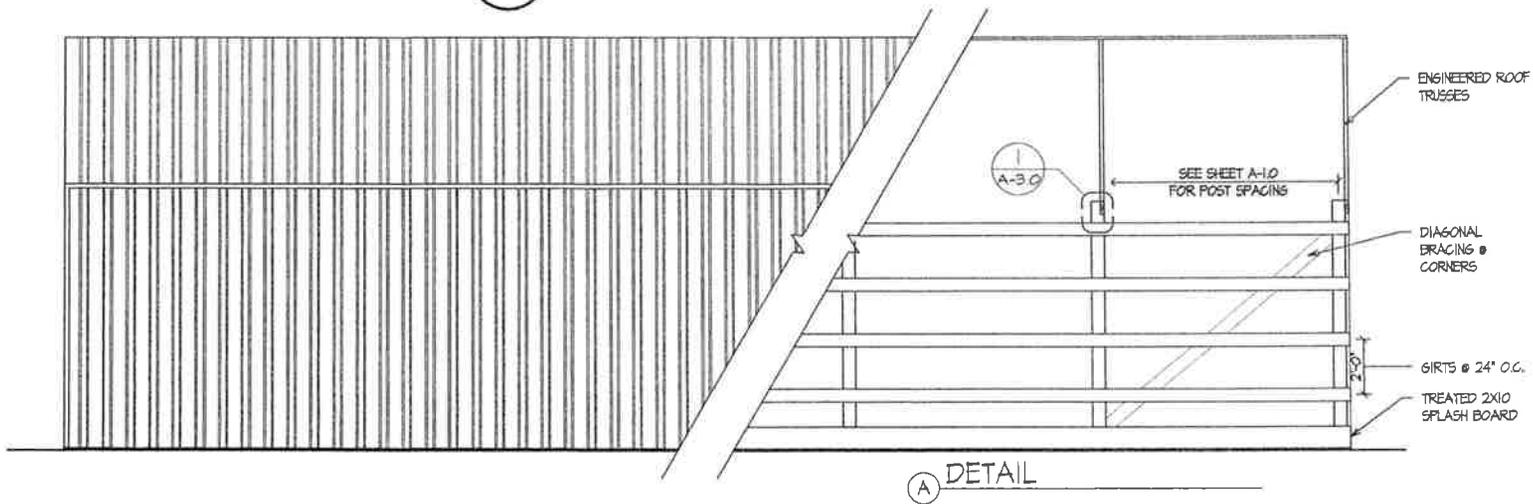
★ ENERGY STAR
Qualified Color*



Notes



END ELEVATION
1/4" = 1'-0"



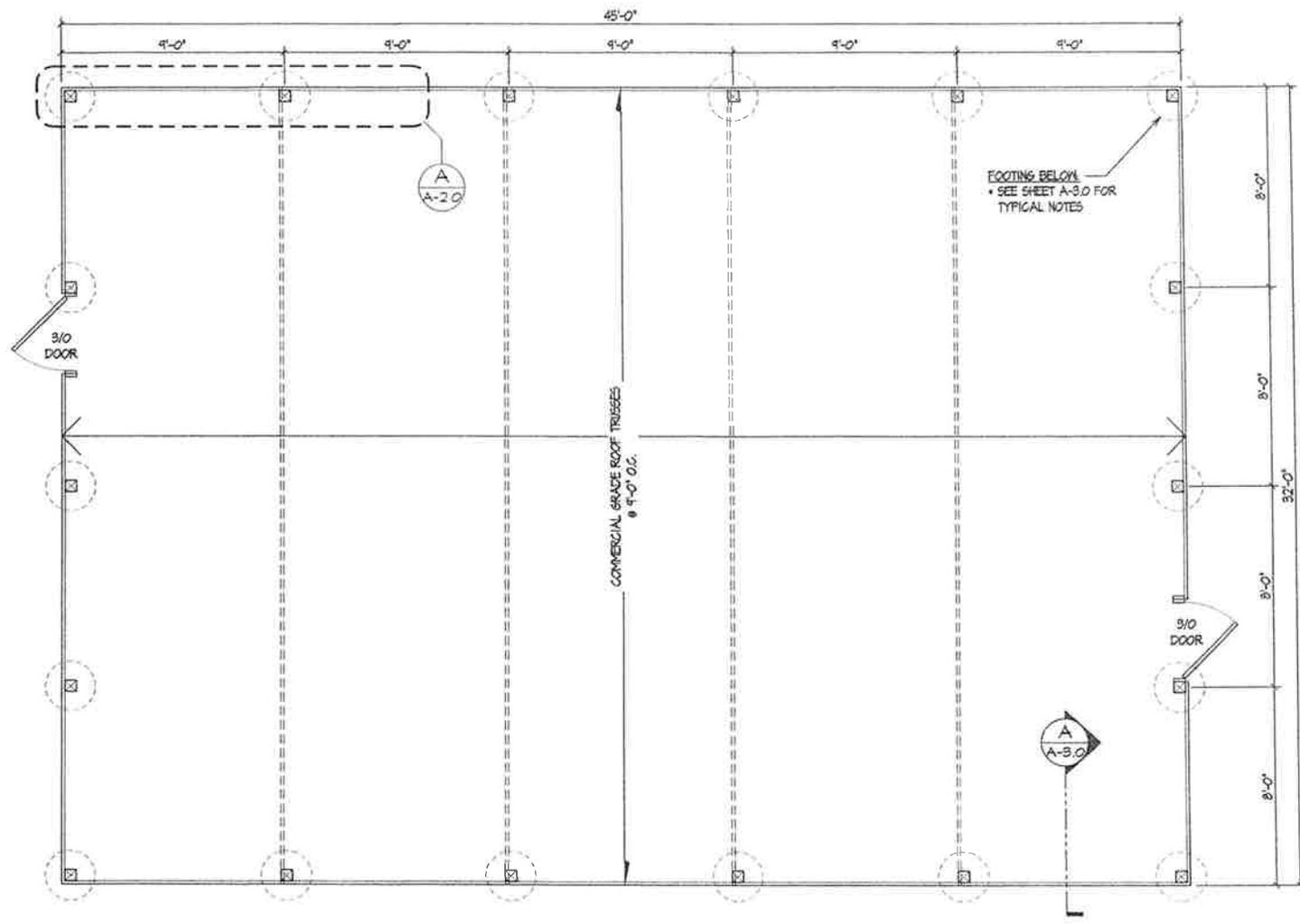
SIDE ELEVATION / DETAIL A
1/4" = 1'-0"

Project Title
Pole Barn

Drawing Title
Elevations

Project No. Drawing No.

A-2.0



Notes

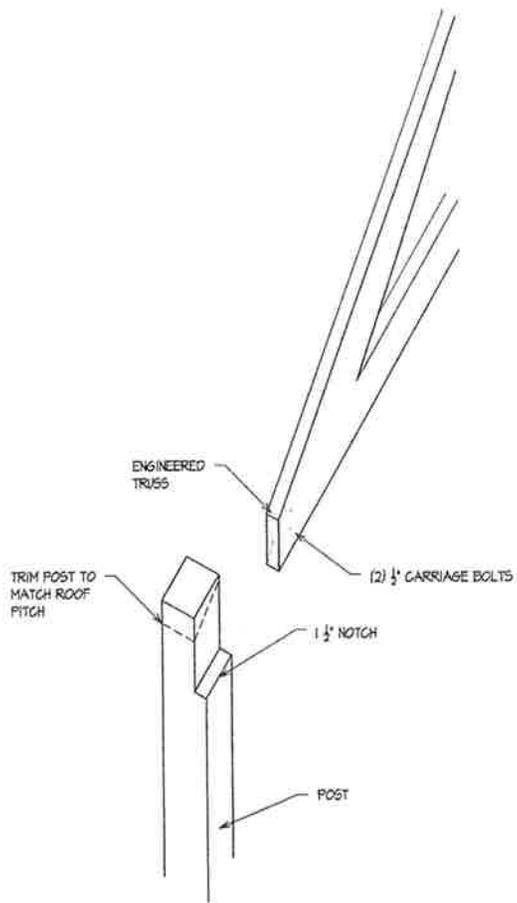
Project Title
Pole Barn

Drawing Title
Floor Plan

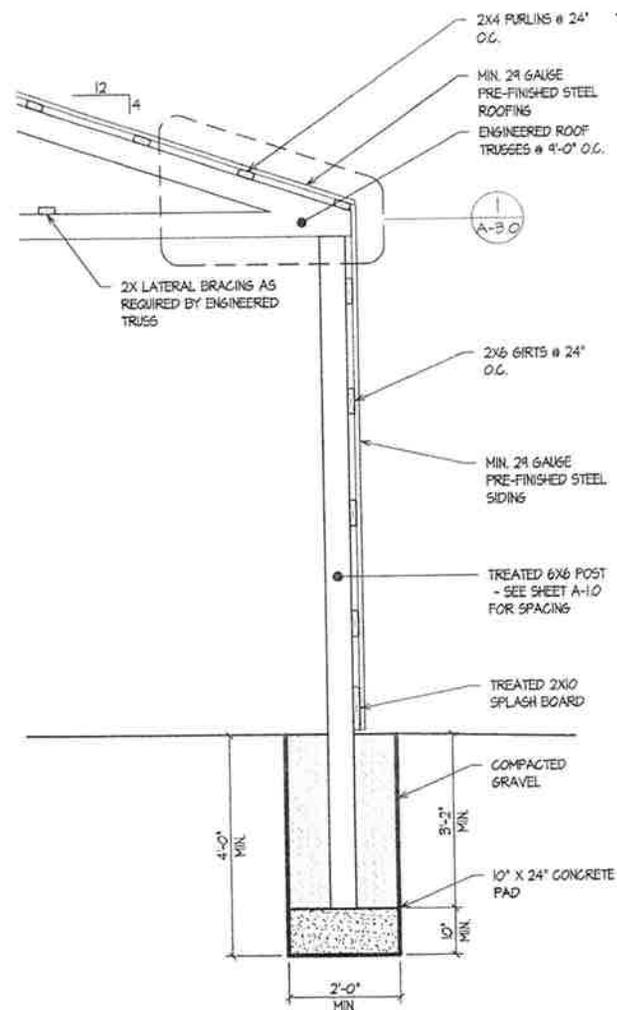
Project No. Drawing No.

A-1.0

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



1
A-3.0 TRUSS CONNECTION DETAIL
1" = 1'-0"



A
A-3.0 SECTION
1/2" = 1'-0"

Notes

Project Title
Pole Barn

Drawing Title
Sections & Details

Project No

Drawing No

A-3.0