



NOTICE

PLEASE TAKE NOTICE that meetings of the **COMMITTEE OF THE WHOLE and REGULAR VILLAGE BOARD MEETING** will be held via teleconference on **Monday, October 18, 2021** at the times listed below:

COMMITTEE OF THE WHOLE, 6:00 P.M.

Link: <https://us06web.zoom.us/j/82615167013>

Phone: 1-312-626-6799

Meeting id: 826 1516 7013

1. Review 2022 Budget wrap-up updates.
2. Provide direction on presence at Atwater Park and Beach.
3. Receive any additional direction regarding the 2022 budget.

REGULAR MEETING OF THE VILLAGE BOARD, 7:30 P.M.

Link: <https://us06web.zoom.us/j/82615167013>

Phone: 1-312-626-6799

Meeting id: 826 1516 7013

Members of the public will be muted and have their video turned off upon entry. Comments will be taken during citizen's comments and if the Village Board accepts comments at other times during an agenda item. When the Village Board starts accepting citizen's comments, members of the public will have the ability to unmute themselves and appear by video by raising their virtual hand (selecting the raise hand under the bottom right side under participant names) after being called upon by the Chair. If participating by phone, unmute themselves by pressing *6. **PLAN ON SPEAKING AT THE MEETING**, please email the Village Manager rewald@villageofshorewood.org by 3 p.m. on the meeting night.

MEETING FORMAT:

This is a teleconference meeting of the Village Board. The President will be leading the meeting and Board members will be called upon to speak. If there are members of the public on the call that desire to speak on a topic that is NOT on the agenda, they will be provided an opportunity to do so under "Citizen's to be Heard" on the agenda. The President may also allow for the public to speak following Village Board member discussion on an item following the Village Board discussion. To ensure an efficient meeting, members of the public should not speak until called upon to do so.

1. Call to Order
2. Roll Call
3. Statement of Public Notice
4. Special Order of Business
5. Consent Agenda Items (Items under the consent agenda may be acted upon by one motion. If in the judgment of any Village Board Member, a consent agenda item needs discussion, the item can be placed in the items removed from the consent agenda.)

- a. Accept presentation of accounts – October 18, 2021
 - b. Consider regular village board minutes – October 4, 2021
 - c. Consider Application for Special Privilege Approval for a retaining wall and pavers in the public right of way at 4300 N. Murray Ave.
 - d. Consider addition of a banking institution to the Village’s list of authorized financial institutions.
 - e. Consider seasonal extension of Special Privilege Approvals for outdoor seating in the public right-of-way at:
 - i. Colectivo, 4500 N Oakland Ave.
6. Items Removed from the Consent Agenda.
 7. Public Hearing(s) – none.
 8. Citizens to be heard – This item is for matters not on the agenda. Discussion may follow comment on non-agenda items or discussion and action may come at future meetings.
 9. New Business
 - a. Consider Resolution 2021-23 – a resolution adopting a framework for the Village of Shorewood to achieve racial equity within Milwaukee County.
 - b. Consider Ordinance 3033 - An Ordinance repealing and replacing Section 16-2, “Organization, Powers, duties and qualifications” of Village of Shorewood Municipal Code.
 - c. Discuss Ordinance 3034 - An ordinance amendment related to modifications to Chapter 535 Zoning Article IX Off-Street Parking.
 10. Reports of Village Officials
 - a. Village President
 - i. National Day Without Water proclamation
 - ii. ICC Meeting – [October 11, 2021](#)
 - iii. NSFD Meeting – [October 12, 2021](#)
 - iv. League of Wisconsin Municipalities Conference
 - b. Village Trustees
 - c. Village Manager
 11. Items for Future Consideration
 12. Adjournment

DATED at Shorewood, Wisconsin this 14th day of October, 2021.

VILLAGE OF SHOREWOOD
Rebecca Ewald
Village Manager

Should you have any questions or comments regarding any items on this agenda,
contact the Manager's Office at 414-847-2701.

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

Upon reasonable notice, efforts will be made to accommodate the needs of all individuals.



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: 2022 Budget Wrap-up

Date: October 18, 2021

Presenter: Mark Emanuelson

Department: Finance

Overview – On September 8th, 2021, the finance department presented a broad 2022 budget overview of the key metrics that impacted the preparation of the initial proposed 2022 budget, as well as some of the significant factors that impacted the various categories of the village’s revenues and expenditures.

On September 13th and September 20th trustees also reviewed the individual departmental budgets with their respective department heads. There were many items discussed during this process as we reviewed in more detail some of the more department specific line items.

The attached 2022 budget wrap-up updates reflect a fine tuning of the proposed budget based on additional review and subsequent information received since the release of the initial proposed budget. The net impact of these staff revisions is a \$67,500 reduction in the proposed tax levy. This brings the revised proposed budget tax levy increase down from 1.99% to 1.33% for your consideration.

In addition, there is one the primary item remaining for Village Board direction prior to finalizing the 2022 proposed budget for public hearing. This item relates to the Atwater Beach lifeguard service and other potential options that have been identified since the initial proposed budget was presented. Assistant Village Manager Burkart has prepared a separate memo to outline those items.

Vision 2025 Plan – Financial Responsibility

Sustainability – N/A

Recommended motion –

Move to prepare the 2022 proposed budget for public hearing with the updates identified by staff, and any other items incorporated during the budget wrap-up session.

Fiscal Note / Budget Impact – TBD

Attachments:

Budget Wrap-up updates worksheet

LRP – 2022 all costs impact update

Memo on Atwater Beach services

Summary of 2022 Budget Wrap-up updates

10/18/21

Department	Original Page	Action items	Proposed Budget	Levy Impact	Amount in Revised Budget	Budget impact	Notes	
Staff Administrative Updates								
Revenues								
1	Village Board	39	PILOT - Water	200,000	(10,000)	210,000	TAX LEVY REDUCTION	Revised estimate
2	Village Board	39	Exempt Computer Aid / PPT	36,500	6,800	29,700	TAX LEVY INCREASE	Final notices received
3	Village Manager	45	State Shared Revenues	265,000	3,245	261,755	TAX LEVY INCREASE	Final notices received
4	Village Manager	45	Expenditure Restraint	275,000	(7,590)	282,590	TAX LEVY REDUCTION	Final notices received
5	DPW	70	State Transportation Aids	875,000	30,040	844,960	TAX LEVY INCREASE	Final notices received
6	DPW	70	Recycling Grant	50,000	(2,500)	52,500	TAX LEVY REDUCTION	Revised estimate
7	DPW	70	Charges to Whitefish Bay	192,195	(22,370)	214,565	TAX LEVY REDUCTION	Revised estimate
Expenditures								
8	General fund	n/a	Health Insurance	941,720	(26,175)	915,545	TAX LEVY REDUCTION	Final costs received
9	Clerk	45	Wages / SS / WRS (new clerk)	176,190	(16,090)	160,100	TAX LEVY REDUCTION	Final notices received
9	Clerk	45	Profgramming (MADAC)	13,000	(630)	12,370	TAX LEVY REDUCTION	Final notices received
10	OGA	55	Professional Fees - Assessor	50,000	5,200	55,200	TAX LEVY INCREASE	New contract amount
11	OGA	55	General Liability Insurance	31,400	7,075	38,475	TAX LEVY INCREASE	Revised estimate
12	Public Safety	66	Bayside Dispatch Services	439,000	(2,095)	436,905	TAX LEVY REDUCTION	Actual costs reported
13	Public Works	75	Parks - Dept./Program Supplies	9,000	2,500	11,500	TAX LEVY INCREASE	Moved beach restroom cleaning
14	Library	85	Health Insurance	122,785	(3,575)	119,210	TAX LEVY REDUCTION	Final costs received
15	Library	85	Software Contracts	11,500	(570)	10,930	TAX LEVY REDUCTION	Cost adjustment
16	SRC	93	Health Insurance	26,300	(765)	25,535	TAX LEVY REDUCTION	Final costs received
17	Tax Levy (savings) / increase - Staff Updates				(37,500)			

Summary of 2022 Budget Wrap-up updates

10/18/21

Department	Original Page	Action items	Proposed Budget	Levy Impact	Amount in Revised Budget	Budget impact	Notes	
Capital Fund								
18	Capital - Parks	112	Atwater Park - Foot washing station	30,000	(30,000)	0	TAX LEVY REDUCTION	Withdrawn for future review
19	Capital - Board	110	Facility Condition Assessment	0	0	18,120	NO LEVY IMPACT	(carry forward 2021 projects to 2022)
20	Capital - Streets	111	V-Box Salter	0	0	20,600	NO LEVY IMPACT	(carry forward 2021 projects to 2022)
21	Capital - Streets	111	Truck 56 replacement	0	0	160,000	NO LEVY IMPACT	(carry forward 2021 projects to 2022)
22	Capital - Streets	111	Capitol Drive Street Marking	0	0	150,000	NO LEVY IMPACT	(carry forward 2021 projects to 2022)
23	Tax Levy (savings) / increase - Capital Updates				(30,000)			

Budget Workshop Wrap-up items

24	Public Safety	66	Atwater Beach Lifeguards	35,000	0	35,000	TAX LEVY REDUCTION	Pending Additional Action
25	Police	58	Civillian staff costs (Seasonal PT CSO's)	0	0	0	TAX LEVY INCREASE	Pending Additional Action
26	Capital (Squad 7)	110	Retain Vehicle 11 for seasonal CSO's	0	0	0	TAX LEVY INCREASE	Pending Additional Action
27	Tax Levy (savings) / increase - Capital				\$0			
28	Total Proposed Tax Levy (savings) / increase adjustments				(67,500)			
29	2022 adjusted budget	Net tax levy change	2022 base (proposed)	11,985,955	(67,500)	11,918,455	Increase from 2021 >	1.33% as adjusted
30			2021 base (adopted)	11,762,320				

	Over / (Under) target value	
31	Total savings needed to achieve less than a 1.5% tax levy increase	(47,200) 20,300
32	Total savings needed to achieve less than a 1.0% tax levy increase	(106,012) (38,512)
33	Total savings needed to achieve less than a 0.0% tax levy increase	(223,635) (156,135)

Below is an excerpt from the Village’s 2022-2031 Long Range Financial Plan approved by the Village Board earlier this year.

2022 - 2031 Financial Plan - Original						
Estimated Average Residential Property Owner Payments						
Payment Type	approx. 2020	approx. 2021	Projected 2022	2023	2024	2025
Tax Bill (Village Portion)	\$ 2,202	\$ 2,224	\$ 2,259	\$ 2,209	\$ 2,264	\$ 2,321
Water Flat Quarterly	20.70	20.70	20.70	22.77	22.77	26.19
Water Rate	3.07	3.07	3.07	3.38	3.38	3.88
Water Bill	242	242	242	267	267	307
Sewer Flat	13.50	13.50	13.50	13.50	15.00	15.00
Sewer Rate	5.52	5.52	6.90	6.90	8.63	8.63
Sewer Bill	341	341	413	413	509	509
Sub-total Utility Bill	584	584	655	680	775	815
Total	\$ 2,786	\$ 2,808	\$ 2,914	\$ 2,889	\$ 3,039	\$ 3,136
Change from Prior Year	\$ 88	\$ 22	\$ 107	\$ (26)	\$ 151	\$ 97
% Change from Prior Year	3.26%	0.79%	3.80%	-0.88%	5.22%	3.19%
Property tax amounts shown are based on a \$320,000 current* assessed property.						
* Prior years tax bills are approximated based on current values applied backwards						
Water and Sewer bills are based on 1,300 cubic feet of water consumption per quarter.						

Given the expected tax levy and utility rates, the average household total municipal costs were projected to increase by about \$107 per year in 2022.

Subsequent to this report, the Village Board also approved a change in method for the collection of the water utility’s public fire protection fees. As a result, these fees will now be added to customer’s quarterly utility bills. The typical fee will be \$20.88 per quarter, or about \$83.50 per year.

While the projected tax bill (village portion) is expected to be less than projected above, it will not offset the increased water utility costs as a portion of those saving are planned to be used to restore the Village’s annual capital funding that was cut in previous years.

Current projections estimate that the total change in municipal costs will now be expected to be about \$175 per year in 2022 for the average household.



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider Options for Presence at Atwater Park and Beach

Date: October 18, 2021

Presenter: Tyler Burkart, Assistant Village Manager **Department:** Village Manager's Office

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Currently the Village has \$35,000 in the 2022 proposed budget. After conducting an RFP process, the Village only received one proposal, which was rejected by the Village Board. The Village Board asked staff to continue reviewing options when discussing Atwater Beach lifeguards. Below are three different options for the Village Board to consider that will have an impact on the 2022 budget.

Option #1 – Full Lifeguard Services at Atwater Beach

The Village reached out to Eric Gietzen, previous lifeguard services vendor, to think of other alternatives to keep lifeguard services at Atwater Beach. One option is to have one of his lead guards from previous years, Ivy Lucier, take over the contractual lifeguard services starting in 2022. Lucier produced a service proposal (see attached) outlining the services to be performed, which is identical to the services provided in past years. Lucier estimates it will cost \$23,000 to execute these services, not including liability insurance costs, which we would estimate near \$9,000 for 2022. Lastly, Lucier is recommending for the Village to enter into a separate agreement with Eric Gietzen only for 2022 to serve as a consultant to assist with the transition of leadership (see attached). Services would range from \$1,000 to \$5,000 depending on the level of service requested for him to serve in this capacity. As a result, the total impact of this proposal would range from \$33,000 to \$37,000.

Optional #2 – Hire Seasonal Community Service Officers

Another option to consider is hiring seasonal community service officers (CSO) to help at Atwater Park and Beach. The Village would hire 3-4 individuals who would work from 11:00 a.m. to 4:00 p.m. for eight weeks at Atwater Park and Beach daily. Their role would be to monitor the park and beach to assure community members are obeying the rules and call the police department or Dispatch if any issues or an emergency response is needed. During the weekends when DPW seasonals aren't available, the seasonal CSO's could help change out the trash bins and replace toilet paper, paper towels, etc. in the restrooms. Atwater Beach would still be marketed as a "swim at your risk" beach. Hiring these individuals under the police department organization structure allows supervisors to be present on the weekend (police command staff) to assure the CSO's are performing their duties and to assist if questions arise. This also allows for great learning exposure for professionals to experience the work culture in the police department in case they would like to pursue further career opportunities in the police field or just to gain a better understanding of how police departments operate. The Village's police department could also utilize these seasonal CSO's for other duties and special events, such as assisting with the Criterium Bike Race, assisting with the Fourth of July, and coverage of other full-time CSO's for vacations and time off.

Village staff is estimating that \$11,760 in wages and non-fringe benefits (i.e. FICA) could be allocated for Atwater Park and Beach activities while another \$1,000 could be available for special events and backup coverage. This proposal could potentially reduce some police civilian overtime costs, but it is difficult to project that number at this time.

If this option is approved, the police department is requesting the following items to support the seasonal CSO's. Captain Liebenthal will be available at the meeting to answer any questions about these requests:

- Keep the 2015 Chevy Equinox and not sell the vehicle so that it could be used by the seasonal CSO's. The police department would like the CSO's to have a Shorewood vehicle for safety reasons and access for attending special events. The total estimated resell value of the Equinox is \$10,000, which would contribute to \$10,000 in property sales to offset the purchase cost of replacing squad 7. Therefore, an increase of \$10,000 in tax levy would be required to replace this squad for 2022. If the vehicle is eliminated from the proposal, the police department could still execute this program, but the flexibility of the seasonal CSO's would be significantly limited for special events and other emergency calls.
- The Village would allocate approximately \$3,600 for uniforms (100-2100-51330), which would entail polos for the seasonal CSO's (\$400 total) that have the Village logo on them. This cost would also entail bullet resistant vests that would go under the polo. Each vest would cost \$800.
- There is various radio equipment the police department would like to be available to the seasonal CSO's to communicate in case there's an emergency. The total costs of these items is \$5,682:
 - Motorola APX 6000 Series Portable Radio – 2 x \$2,173.22 each = \$4, 346.44
 - Motorola Impress LIION Battery – 2 x \$97.09 each = \$194.18
 - Device Programing Fees = \$290.00 (these are annual costs)
 - Motorola Impress Battery Charging Unit – 2 x 104.41 each = \$208.82
 - Motorola Impress Shoulder Microphone – 2 x 88.45 each = \$176.90
 - Milwaukee County EMS IGA Radio Fees – 2 x \$232.92 = \$465.84

If the Village Board finds it acceptable to post 2-4 signs at the park and beach informing community members that Atwater is a "swim at your own risk" beach, the Village will be able to absorb those costs in the DPW signage line item (100-3410-53500). If the Village Board wants additional communication than this at the park and beach, staff recommends to increase this line item by \$500.

Therefore, the total 2022 budget impact would be the following:

Removing Atwater Beach Lifeguards	- \$35,000
Wages and non-fringe benefits	+ \$12,760
*No longer selling the 2015 Chevy Equinox	+ \$10,000
Uniforms and vests	+ \$3,600
*Radio and communication equipment	+ \$5,682
Total Financial Impact	- \$2,958

**Approximately \$15,000 are one-time costs, which means most years moving forward the program could operate for a total of \$17,000 rather than approximately \$32,000 (using current dollars).*

Note the Village is engaging in talks with Milwaukee County Parks to see if they would be willing to enter into a service agreement to have some of their park rangers help at Atwater Park and Beach. The first meeting to better understand the possibility of this arrangement is Tuesday, October 19.

Option #3 – No lifeguards or seasonal CSO's at Atwater Park and Beach

The Village is under the impression that it may be the only public beach in the North Shore and perhaps Milwaukee County to still provide lifeguards at Atwater Beach. As it becomes much more difficult to

recruit for lifeguards and becomes much more expensive for a vendor to acquire liability insurance, the Village may consider not having lifeguards at Atwater Park and Beach moving forward. While this wouldn't be an ideal conclusion, options are becoming limited for the Village as several partners and vendors are declining their willingness to take on lifeguarding at Atwater Beach. If the Village Board approved this outcome, Village staff would install the proper signage at the beach so that community members would be aware it is "swim at your own risk." The Parks and Public Spaces Committee could also evaluate some additional practices and signage to help the safety of patrons at the beach.

Once again, if the Village Board finds it acceptable to post 2-4 signs at the park and beach informing community members that Atwater is a "swim at your own risk" beach, the Village will be able to absorb those costs in the DPW signage line item (100-3410-53500). If the Village Board wants additional communication than this at the park and beach, staff recommends to increase this line item by \$500.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

Fiscal Note – *Please include comments on the fiscal impact of this action.*

Fiscal impact of each option is listed in the summary.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Recommend motion: "I move for the 2022 proposed budget to reflect option ____ and for staff to revise the budget as presented."

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Ivy Lucier Proposal
2. Eric Gietzen Consulting Proposal

Atwater Beach Lifeguard Services Proposal Summer 2022

Ivy Lucier

Phone: 414-916-3503

Email: ivy.lucier@gmail.com

Address: 2524 E. Menlo Blvd, Shorewood, WI 53211

This proposal will outline how I, Ivy Lucier, and my business will provide lifeguard services to Atwater Beach during requested hours for summer 2022.

Task Outline

As the head of my business, I will be responsible for the position of supervisor at the beach and attend to the following

- Hire waterfront certified lifeguards
- Schedule guards and make daily adjustments based on crowd numbers, weather, and lake conditions
- Manage, train, and support guards as needed
- Step in as lifeguard when necessary
- Write incident reports
- Create and manage the swim zone
- Ensure that guards are prepared for any emergency with both equipment and knowledge
- Run in-services to ensure that guards are familiar with emergency protocols
- Report all requested information to village staff
- Close beach when conditions are unsafe
- Manage crowd and enforce all village rules
- Be present or available by phone during hours of operation to support guards

Hiring Plan

- To have adequate staffing, I will hire five to six local guards
- The two with the most experience will be lead guards. I will have one on when I am there and two on when I am not
- I have contacted all of my previous coworkers from Atwater Beach and plan to hire all of them
- I will use my connections with the Shorewood Recreation Department lifeguards to recruit local guards with experience
- I plan to get Lifeguard Instructor certified, which would give me the ability to train anyone who is not waterfront certified
- Should I be unable to obtain the LGI certification, another previous Atwater Beach lifeguard has his LGI and can certify anyone with interest and intent to work at the beach
- Guard selection will be based on prior experience, stated availability, an interview, and past experience working with them

Hours and Staffing

There will be guards actively on duty from 11:00 am to 4:00 pm. Guards will be expected to be 15 minutes early and to leave within 15 minutes of their shift end. The supervisor will be there 30 minutes prior to the start of guard hours to set up.

The following is my staffing suggestion based on my experience working at Atwater Beach.

Monday-Thursday:

Supervisor: 10:45-4:00

Lead: 11:00-4:00

Guard: 12:00-4:00

Friday:

Supervisor: 10:45-4:00

Lead: 11:00-4:00

Guard: 12:00-4:00

Guard: 2:00-4:00

Saturday/Sunday:

Supervisor: 10:45-4:00

Lead: 11:00-4:00

Guard: 12:00-4:00

Guard: 1:00-4:00

Day when Supervisor is not there (this will happen only on Mondays-Thursdays):

Lead: 10:45-4:00

Lead: 10:45-4:00

Guard: 12:00-4:00

The following chart shows the maximum expected hours for the summer, assuming staffing is never increased or reduced for weather, lake, or crowd conditions.

Hours	Supervisor	Lead Guard	Guard 1	Guard 2		
Monday	10:30-4:30	10:45-4:15	11:45-4:15			
Tuesday	10:30-4:30	10:45-4:15	11:45-4:15			
Wednesday	10:30-4:30	10:45-4:15	11:45-4:15			
Thursday	10:30-4:30	10:45-4:15	11:45-4:15			
Friday	10:30-4:30	10:45-4:15	11:45-4:15	1:45-4:15		
Saturday	10:30-4:30	10:45-4:15	11:45-4:15	12:45-4:15		
Sunday	10:30-4:30	10:45-4:15	11:45-4:15	12:45-4:15		
	42	38.5	31.5	9.5	121.5	
					8 weeks total	972
Beach setup	8:30-10:30				2	
Inservice (supervisor and 6 guards)	11:00-4:00	2*(11:00-4:00)	2*(11:00-4:00)	2*(11:00-4:00)		
	5	10	10	10	35	
					Total	1009
					Total minus supervisor hours	666

Prior Experience

I have been a lifeguard for Shorewood Recreation for four years. I worked at Atwater Beach under Eric Gietzen for four summers as well. For three out of four of those summers, I was a lead guard and was responsible for rotations, guard placement, and anything else that was needed when the supervisor was busy.

Additionally, I have been a lifeguard at the Nicholas Recreation Center at UW Madison for almost a year and a half. In August 2021, I was promoted to supervisor and was put on the hiring committee. My responsibilities as a supervisor there include facility management, writing incident reports, task allocation, and I am part of the interview and hiring process for new recruits.

Costs

Charted below is the estimated cost for summer 2021. The employee costs are calculated under the assumption that the beach is fully staffed every day. Should the village want alternative staffing, these can be adjusted. Supervisor costs can be done as a one-time set price or by hour. The miscellaneous category is not fixed; other costs will be fixed as soon as I have a better idea of what equipment the village can provide and once I set up payroll.

Employees	rate	max hours per day	days per week	cost per week
Lead Guard	20	5.5	7	770
Guard 1	15	4.5	7	472.5
Guard 2	15	3.5	2	105
Guard 2 (Friday)	15	2.5	1	37.5
			8 weeks total	11080
Inservice	15	5	**one-time cost**	75
			for 6 guards	450
			TOTAL EMPLOYEE	11530
Supervisor	Fixed amount	10766		
	OR			
	Hourly rate	max hours per day	days per week	cost per summer
	32	6	7	10752
			TOTAL SUPERVISOR	10766
Miscellaneous				

Payroll	250	(3-month estimate from Quickbooks)		
Uniforms	150			
Equipment (hip packs, whistles, new megaphone)	300	my estimate based on necessary upgrades		
			TOTAL MISC	700
			TOTAL COSTS for summer 2021	22996

Insurance

I have been in contact with a few insurance providers and am in the process of getting quotes from Commercial Insurance and Trusted Choice insurance. Within the next week, I plan to reach out to at least one more and get in contact with Eric Gietzen and contact his insurance provider and obtain a quote from them as well.



Coastline Services Consultation Packages and Hourly Fees

Supply Level Services: \$1000.00	Advanced Services: \$2500.00	Complete Services: \$5000.00
<p>Coastline will provide your lifeguard vendor with...</p> <ul style="list-style-type: none"> - 5 hours, pre-season consulting - Tally Sheet Form - Time sheet Form - Incident Report Form - Use of Rescue Board storage solution* - Use of 6 Caution Cones* - Use of Tower umbrella* - Use of Beach-specific risk-management signage* 	<p>Coastline will provide your lifeguard vendor with...</p> <ul style="list-style-type: none"> - 5 hours, pre-season consulting - Tally Sheet Form - Time sheet Form - Incident Report Form - Use of Rescue Board storage solution* - Use of 6 Caution Cones* - Use of Tower umbrella* - Use of Beach-specific risk-management signage* - Opening and Closing Training including buoy line logistics - One year license: Digital and printed copy of 2021 beach-specific Lifeguard Handbook 	<p>Coastline will provide your lifeguard vendor with...</p> <ul style="list-style-type: none"> - 5 hours, pre-season consulting - 5 hours, in-season consulting - 2 x in-season active hours consulting visit @ two hours each (4 hours) - Tally Sheet Form - Time sheet Form - Incident Report Form - Use of Rescue Board storage solution* - Use of 6 Caution Cones* - Use of Tower umbrella* - Use of Beach-specific risk-management signage* - Opening and Closing Training including buoy line logistics - One year license: Updated, editable, digital copy of 2022 beach-specific Lifeguard Handbook - 1 Hour Storm Protocol Training - 1 Hour Crowd-management Training - 2 Hours Beach-specific Risk Management Training <ul style="list-style-type: none"> - Piers - Rip current - 2 Hours Beach Hazard Day Beach-specific Risk Management Training

~ PLEASE SEE REVERSE ~



Pre-season Consulting (phone or in-person): \$150.00 per hour; \$75.00 per half hour

Pre-season Consulting Dates: December 1, 2021 through June 10, 2022

In-season Consulting (phone or in-person): \$200 per hour; \$100.00 per half hour

In-season Consulting Dates: June 18, 2022 through August 22, 2022

***Use Of... items must be returned in acceptable condition and / or replaced if lost**

● **“Use Of..” Replacement Fees:**

- * Rescue Board storage solution replacement = \$150.00
- * Caution Cones Replacement = \$35.00 each
- * Beach-specific Risk Management Signage Replacement = \$75 each
- * Umbrella \$250.00

Risk Management Signage includes:

- 3x “Stay Off Pier”
- 3x “No Swimming/No Wading”
- 1x “Danger High Surf / Strong Rip”

Custom Signage Available; Custom Signage Rates TBD

VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD



Agenda Item: Voucher Report

Presenter: Mark Emanuelson

Department: Finance

Overview – Consistent with the Village’s Policy #21, Purchasing and Accounts Payable, the attached reports have been prepared by the Finance Department for presentation to the Village Board.

In addition to providing the information required for the Village Board to maintain the general oversight of expenditures, these reports also serve to enhance the transparency of the Village’s expenditures of public funds by making these reports part of the public record.

Please feel free to contact me if there are any questions on specific items.

Vision 2025 Plan – Financial Responsibility

Sustainability – N/A

Recommended motion – Move to accept the attached presentation of accounts reports.

Fiscal Note / Budget Impact – To the best of our knowledge, these items have been processed in accordance with the Village’s purchasing policies as administered by the applicable department heads.

Attachments: - Accounts Payable and Payroll Vouchers Summary
Detailed Presentation of Accounts

**VILLAGE OF SHOREWOOD, WISCONSIN
CLERK-TREASURER'S OFFICE
MEMO**

DATE: October 18, 2021
TO: Budget and Finance Committee
FROM: Finance Office
COPY TO: Village Board
RE: Accounts Payable and Payroll Vouchers for Presentation and Approval

Presented for your approval are the following accounts payable vouchers: 10/01/2021 - 10/13/2021

100 - General Fund	143,791.68
200 - Library	8,667.80
210 - Senior Services	4,098.30
230 - Shorewood Today Magazine	-
300 - Debt Service Fund	-
400 - Capital Projects Fund	8,446.51
410 - TIF #1	-
430 - TIF #3	1,001.00
440 - TIF #4	-
450 - TIF #5	-
600 - Parking Utility Fund	-
610 - Water Utility Fund	74,700.11
620 - Sewer Utility Fund	63,952.56
700 - CDA	-
800 - Property Tax Fund	9,900.00
900 - Cash Fund	-
Subtotal:	<u>\$ 314,557.96</u>
PLUS: Payroll vouchers per payroll register dated: 10/8/2021	209,297.16

Grand Total \$ 523,855.12

	Begin Ck #	End Chk #
Accounts Payable Checks:	38255	38339
Accounts Payable Electronic Checks:	2629	2629
Payroll Checks:	2819	2819
Payroll Direct Deposits:	DD23495	DD23590
Payroll Electronic Check Remittances:	EFT1622	EFT1627

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 0000							
100-0000-21580	Garnishments Payable	WI SCTF	CHILD SUPPORT 10/08/2021	10082021	10/13/21	1,799.16	38337
100-0000-24100	Due to MADACC	MILW AREA DOMESTIC ANI	DOG LICENSE REIMBURSEMENT JULY-SEPT	10042021	10/13/21	3.43	38299
Total For Dept 0000						1,802.59	
Dept 1200 Court							
100-1200-45120	Court Fines - Current	MILW CNTY TREASURER	COURT FINES& FEES TO THE COUNTY	10082021	10/13/21	1,045.75	38300
100-1200-45120	Court Fines - Current	STATE OF WISCONSIN	COURT FINES & FEES TO THE STATE	SEP2021ST	10/13/21	3,460.51	38328
100-1200-45190	Court Fines - Aging	MILW CNTY TREASURER	COURT FINES& FEES TO THE COUNTY	10082021	10/13/21	563.00	38300
100-1200-45190	Court Fines - Aging	STATE OF WISCONSIN	COURT FINES & FEES TO THE STATE	SEP2021ST	10/13/21	1,864.00	38328
100-1200-52990	Other Service Contracts &	MOSLEY, DEREK C.	RESERVE JUDGE SERVICES 10/5/2021	2021-03	10/13/21	200.00	38305
Total For Dept 1200 Court						7,133.26	
Dept 1420 Clerk / Customer Service							
100-1420-52910	Software Purch/Maint	DIGICORP, INC	VOICE MAIL SERVICING 9/17/21	338798	10/13/21	73.50	38269
100-1420-52910	Software Purch/Maint	DIGICORP, INC	VOICE MAIL SERVICING 9/21/21	338797	10/13/21	73.50	38269
100-1420-53100	Office Supplies	NOTARY BOND RENEWAL SE	NOTARY BOND FEE T REPINS	10072021	10/13/21	30.00	38310
100-1420-53100	Office Supplies	WI DEPT OF FINANCIAL I	NOTARY RENEWAL - T REPINS	10072021	10/13/21	20.00	38335
100-1420-54000	MADACC Programming	MILW AREA DOMESTIC ANI	OPERATING / CAPITAL COSTS - 4Q 2021	2048	10/13/21	6,570.93	38299
Total For Dept 1420 Clerk / Customer Service						6,767.93	
Dept 1900 Other General Admin							
100-1900-52190	Professional Fees - Insuranc	R & R INSURANCE SERVIC	SERVICE FEES - NOV	2533849	10/13/21	2,125.00	38318
100-1900-52330	Health Department - Abate	AMERICAN ANIMAL CONTRO	ABATEMENT SERVICES - SEPTEMBER	38806	10/13/21	200.00	38259
100-1900-52900.55-00	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - OCTOBER	17004	10/13/21	1,142.08	38276
100-1900-52900.77-00	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - OCTOBER	17004	10/13/21	527.72	38276
100-1900-53100.55-00	Building Supplies - Villaç	GIBB BUILDING MAINTENA	SUPPLIES - SEPTEMBER	17014	10/13/21	104.82	38276
100-1900-53100.77-00	Building Supplies - Villaç	GIBB BUILDING MAINTENA	SUPPLIES - SEPTEMBER	17014	10/13/21	350.13	38276
100-1900-53150	Job Posting/Testing/Hirinç	STANARD & ASSOCIATES,	OFFICER SELECTION TEST FORMS	SA000048310	10/13/21	327.50	38327
Total For Dept 1900 Other General Admin						4,777.25	
Dept 2100 Police							
100-2100-51900	Professional Education	KERR, MICHAEL	KERR CIT TRAINING MILEAGE REIMBURSE	KERR100621	10/13/21	81.76	38287
100-2100-52900	Cleaning and Pest Control	CINTAS CORP	BI-MONTHLY MAT REPLACEMENT SERVICE	4097665778	10/13/21	80.17	38265
100-2100-52900	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - OCTOBER	17004	10/13/21	1,148.73	38276
100-2100-52910	Software Purch/Maint	LEXISNEXIS RISK DATA M	SEPTEMBER 2021 ACCURINT CONTRACT FE	1317241-20210930	10/13/21	100.00	38291
100-2100-52990	Duncan Contracts & Fees	ELECTRONIC DATA COLLEC	RO PLATE LOOKUPS-SEPTEMBER	1612280	10/13/21	145.00	38271
100-2100-53100	Office Supplies	GIBB BUILDING MAINTENA	SUPPLIES - SEPTEMBER	17014	10/13/21	85.48	38276
100-2100-53120	Copy & Print Costs	JAMES IMAGING SYSTEMS	LEASE AND COPY CHARGES FOR 8/15/21-	30118222	10/13/21	311.41	38286
100-2100-53420	Radio Expense	MILWAUKEE COUNTY EMS	2021 IGA RADIO FEE	19524	10/13/21	8,850.96	38302
100-2100-53500	Dept/Program Supplies	KINSLAND, BARBARA	DECONTAMINATION OF SQ 11 & SQ 1	40839	10/13/21	340.00	38288
100-2100-53500	Dept/Program Supplies	LEADER TOWING & TRANSP	TOW OF TOYOTA HIGHLANDER TO PD FOR	52885	10/13/21	135.00	38290
Total For Dept 2100 Police						11,278.51	
Dept 2400 Planning and Development							
100-2400-52230	Phone and Internet	AT&T	WIRELESS DATA JBURRIS 9/18-10/17/21	287244812582X092	10/13/21	49.50	38261
100-2400-52990	Other Service Contracts &	GREEN TEAM	3953-55 N DOWNER AVE - MOWING	12746	10/13/21	68.25	38279
100-2400-53100	Office Supplies	QUILL CORPORATION	OFFICE SUPPLIES - PDD	19671707	10/13/21	45.97	38317
Total For Dept 2400 Planning and Development						163.72	
Dept 2900 Other Public Safety							
100-2900-52330	Health Department	NORTH SHORE HEALTH DEP	CONTRIBUTION HEALTH DEPT-QTR 3	21-0001059	10/13/21	31,682.75	38308
100-2900-52990	Crossing Guards	ALL CITY MANAGEMENT SE	CROSSING GUARD SERVICES FOR 8/29-21	71557-58	10/13/21	2,025.60	38257
Total For Dept 2900 Other Public Safety						33,708.35	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 3100 Public Works Admin.							
100-3100-52230	Phone and Internet	US CELLULAR	CELLULAR SERVICE 9/12-10/11/21	0462251820	10/13/21	133.79	38330
100-3100-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	COPIER CONTRACT	30208488	10/13/21	43.00	38278
100-3100-53120	Copy & Print Costs	OFFICE COPYING EQUIPME	PRINTING AND COPYING 8/28 TO 9/27	AR150896	10/13/21	41.36	38312
Total For Dept 3100 Public Works Admin.						218.15	
Dept 3230 Bldg Maint - Public Works							
100-3230-53500	Dept/Program Supplies	ADVANCE AUTO PARTS	PARTS FOR LIBRARY GENERATOR	2514-738563	10/13/21	125.17	38256
100-3230-53500	Dept/Program Supplies	BATZNER PEST, INC.	EXTERMINATING - VILLAGE HALL	3206762	10/13/21	50.00	38263
100-3230-53500	Dept/Program Supplies	BRAUN THYSSENKRUPP ELE	10/1 TO 12/31 ELEVATOR - LIBRARY	21441	10/13/21	853.41	38264
100-3230-53500	Dept/Program Supplies	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - DPW	17005	10/13/21	373.74	38276
100-3230-53500	Dept/Program Supplies	HOME DEPOT CREDIT SERV	STOCK - DPW	5544343	10/13/21	140.06	38283
100-3230-53500	Dept/Program Supplies	J.M. BRENNAN, INC.	CHILLER REPAIRS - LIBRARY	SALES000133727	10/13/21	6,934.91	38285
100-3230-53500	Dept/Program Supplies	SHERWIN WILLIAMS	PAINT - VILLAGE HALL	7238-9	10/13/21	41.97	38323
100-3230-53500	Dept/Program Supplies	SHERWIN WILLIAMS	PAINT - VILLAGE HALL	7324-7	10/13/21	51.30	38323
100-3230-54160	Hubbard Lodge/ River Club	ORKIN COMMERCIAL SERVI	EXTERMINATING HUBBARD - SEPTEMBER	215278786	10/13/21	97.00	38313
Total For Dept 3230 Bldg Maint - Public Works						8,667.56	
Dept 3300 Municipal Garage							
100-3300-53350	Outsourced Repairs	MILLER-BRADFORD & RISB	REPAIRS TO LOADER	W09259	10/13/21	3,688.78	38298
100-3300-53350	Outsourced Repairs	YES EQUIPMENT & SUPPLY	REPAIRS TO #95	SRV232702	10/13/21	1,297.45	38338
100-3300-53350	Outsourced Repairs	YES EQUIPMENT & SUPPLY	REPAIRS TO LIBRARY LIFT	SRV232700	10/13/21	167.20	38338
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	PARTS FOR SQUAD 8	2514-738252	10/13/21	10.49	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	STOCK - MECHANICS	2514-738633	10/13/21	6.27	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	PARTS FOR #59	2514-738475	10/13/21	42.34	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	PARTS FOR #202	2514-739432	10/13/21	10.84	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	STOCK - MECHANICS	2514-739329	10/13/21	25.74	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	STOCK - MECHANICS	2514-738476	10/13/21	84.68	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	STOCK - MECHANICS	2514-740018	10/13/21	25.12	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	STOCK - MECHANICS	2514-740015	10/13/21	75.58	38256
100-3300-53400	Vehicle Maintenance	ADVANCE AUTO PARTS	PARTS - SQUAD #3	2514-739691	10/13/21	6.29	38256
100-3300-53400	Vehicle Maintenance	ALSCO, INC.	SHOP TOWELS	IMIL1729737	10/13/21	33.76	38258
100-3300-53400	Vehicle Maintenance	ALSCO, INC.	SHOP TOWELS	IMIL1734138	10/13/21	33.76	38258
100-3300-53400	Vehicle Maintenance	ELLIOTT AUTO SUPPLY CO	STOCK - MECHANICS	160-115405	10/13/21	157.15	38272
100-3300-53400	Vehicle Maintenance	ELLIOTT AUTO SUPPLY CO	PARTS FOR SQUAD #5	160-115908	10/13/21	27.72	38272
100-3300-53400	Vehicle Maintenance	ELLIOTT AUTO SUPPLY CO	PARTS FOR SQUAD #5	50-3556574	10/13/21	250.68	38272
100-3300-53400	Vehicle Maintenance	INTERSTATE BATTERY	STOCK - MECHANICS	100687740	10/13/21	201.90	38284
100-3300-53400	Vehicle Maintenance	LAKESIDE INTERNATIONAL	PARTS FOR #59	1346996PX1	10/13/21	133.06	38289
100-3300-53400	Vehicle Maintenance	LAKESIDE INTERNATIONAL	PARTS FOR #59	1346996P	10/13/21	287.42	38289
100-3300-53400	Vehicle Maintenance	MACQUEEN EQUIPMENT, LL	STOCK - MECHANICS	P21074	10/13/21	4,916.86	38293
100-3300-53400	Vehicle Maintenance	MATHESON TRI GAS INC	WELDING GAS - MECHANICS	51860439	10/13/21	120.00	38295
100-3300-53400	Vehicle Maintenance	NAPA AUTO PARTS	PLUG KIT - MECHANICS	5268-713186	10/13/21	149.99	38306
100-3300-53400	Vehicle Maintenance	POMP'S TIRE SERVICE, I	TIRES	950408969	10/13/21	1,038.36	38315
100-3300-53400	Vehicle Maintenance	REGISTRATION FEE TRUST	REGISTRATION OF #59	10 08 21	10/13/21	5.00	38321
100-3300-53410	Fuel and Oil	HARTLAND LUBRICANTS AN	LUBE	SI221694	10/13/21	392.60	38280
100-3300-53410	Fuel and Oil	HARTLAND LUBRICANTS AN	STOCK - MECHANICS	SI221550	10/13/21	135.00	38280
100-3300-53410	Fuel and Oil	HARTLAND LUBRICANTS AN	LUBE	SI221408	10/13/21	377.50	38280
100-3300-53410	Fuel and Oil	HERBST OIL INC	DIESEL FUEL	79109	10/13/21	1,749.60	38282
100-3300-53410	Fuel and Oil	HERBST OIL INC	UNLEADED FUEL	79108	10/13/21	2,374.85	38282
Total For Dept 3300 Municipal Garage						17,825.99	
Dept 3430 Street Lights							
100-3430-51120	Contracted Electricians	NEXT ELECTRIC, LLC	STORM DAMAGED STREET LIGHTS	15252	10/13/21	5,452.13	38307
100-3430-53500	Supplies - Street Lightin	GRAYBAR ELECTRIC CO.,	STOCK - ELECTRICIAN	9323524311	10/13/21	149.37	38277

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 100 General Fund							
Dept 3430 Street Lights							
100-3430-53500	Supplies - Street Lightinç	GRAYBAR ELECTRIC CO.,	STOCK - ELECTRICIAN	9323501275	10/13/21	129.60	38277
100-3430-53500	Supplies - Street Lightinç	GRAYBAR ELECTRIC CO.,	STOCK - ELECTRICIAN	9323431310	10/13/21	145.86	38277
100-3430-53500	Supplies - Street Lightinç	GRAYBAR ELECTRIC CO.,	STOCK - ELECTRICIAN	9323615514	10/13/21	1,034.07	38277
Total For Dept 3430 Street Lights						6,911.03	
Dept 3510 Refuse Disposal							
100-3510-52950.04-00	Disposal Contracts - Recyc	WASTE MANAGEMENT OF WI	9/1 TO 9/30 DPW RECYCLE	6686620-2275-9	10/13/21	413.00	38333
100-3510-52950.04-00	Disposal Contracts - Recyc	WASTE MANAGEMENT OF WI	9/1 TO 9/30 CURBSIDE	6686623-2275-3	10/13/21	11,856.00	38333
100-3510-52950.04-00	Disposal Contracts - Recyc	WASTE MANAGEMENT OF WI	10/1 TO 10/31 OAKLAND AVE	6687036-2275-7	10/13/21	152.00	38333
Total For Dept 3510 Refuse Disposal						12,421.00	
Dept 3610 Forestry							
100-3610-52940	Landscaping Contracts - Me	VILLANI LANDSHAPERS LA	MEDIAN LANDSCAPING - NOVEMBER	210499-0008	10/13/21	2,922.36	38331
100-3610-53500	Dept/Program Supplies	HOME DEPOT CREDIT SERV	POSTS	3902960	10/13/21	213.60	38283
100-3610-53500	Dept/Program Supplies	RCM	CLEAN FILL	223076	10/13/21	75.00	38319
100-3610-53500	Dept/Program Supplies	RCM	SLURRY & CLEAN FILL	222981	10/13/21	50.00	38319
100-3610-53500	Dept/Program Supplies	SHOREWOOD PRESS	DOOR HANGERS	2606	10/13/21	95.00	38325
100-3610-53500	Dept/Program Supplies	SIEVERT TRUCKING INC.	TOP SOIL	101087	10/13/21	876.00	38326
100-3610-53500	Dept/Program Supplies	SIEVERT TRUCKING INC.	TOP SOIL	101050	10/13/21	876.00	38326
100-3610-53500	Dept/Program Supplies	SIEVERT TRUCKING INC.	TOP SOIL	101034	10/13/21	876.00	38326
100-3610-53500	Dept/Program Supplies	SIEVERT TRUCKING INC.	TOP SOIL	100994	10/13/21	876.00	38326
100-3610-53500	Dept/Program Supplies	WALLACE TREE & LANDSCA	TREE REMOVAL	226	10/13/21	13,700.00	38332
100-3610-53500	Dept/Program Supplies	WALLACE TREE & LANDSCA	TREE REMOVAL - NATURE PRESERVE	227	10/13/21	8,000.00	38332
Total For Dept 3610 Forestry						28,559.96	
Dept 3620 Parks and Beautification							
100-3620-53510	Landscaping - Plantings	MAREK LANDSCAPING	ATWATER BEACH LAND STEWARDSHIP	5014	10/13/21	3,556.38	38294
Total For Dept 3620 Parks and Beautification						3,556.38	
Total For Fund 100 General Fund						143,791.68	
Fund 200 Library							
Dept 5110 Library							
200-5110-52230	LIBRARY 24 HOUR MONITORING	AT&T	LIBRARY ALARM LINES 8/23 - 9/22/21	09222021	10/13/21	54.35	38260
200-5110-52900	Cleaning and Pest Control	CLOTHES CLINIC, INC.	LOBBY MAT SERVICE 9/20	629127	10/13/21	13.53	38267
200-5110-52900	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - OCTOBER	17004	10/13/21	350.00	38276
200-5110-52900	Cleaning and Pest Control	GIBB BUILDING MAINTENA	JANITORIAL SERVICE - OCTOBER	17004	10/13/21	1,583.15	38276
200-5110-52990	Other Service Contracts &	OFFICE COPYING EQUIPME	COPIER MAINT.CONTRACT	AR150702	10/13/21	191.04	38312
200-5110-54000	Programming	LYLES, SUSAN	ART CART SUPPLIES REIMB.	LYLES OCT 21	10/13/21	42.20	38292
Total For Dept 5110 Library						2,234.27	
Dept 5111 Adult Materials							
200-5111-53730	Materials	BAKER & TAYLOR	ADULT FICTION	AF SEPT21	10/13/21	28.27	38262
200-5111-53730	Materials	BAKER & TAYLOR	ADULT NON FICTION	ANF SEPT21	10/13/21	592.54	38262
200-5111-53730	Materials	BAKER & TAYLOR	LARGE PRINT AUG	LRG PRT AUG21	10/13/21	262.14	38262
200-5111-53730	Materials	BAKER & TAYLOR	LARGE PRINT BKS SEPT	LRG PRT SEPT21	10/13/21	141.43	38262
200-5111-53730	Materials	BAKER & TAYLOR	ANF CIRC CONTINUATIONS	CIRC CONT SEPT21	10/13/21	13.54	38262
200-5111-53740	DVD's	BAKER & TAYLOR	MOVIE & TV DVDS	ADVD SEPT21	10/13/21	553.14	38262
200-5111-53740	DVD's	MIDWEST TAPE	MOVIE DVD	501015763	10/13/21	23.24	38296
200-5111-53750	Audiobooks	BAKER & TAYLOR	AUDIOBOOKS	ABKCD SEPT21	10/13/21	282.81	38262
200-5111-53770	Music	BAKER & TAYLOR	MUSIC CDS	ACD SEPT21	10/13/21	303.65	38262
Total For Dept 5111 Adult Materials						2,200.76	
Dept 5112 Childrens Materials							

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 200 Library							
Dept 5112 Childrens Materials							
200-5112-53730	Materials	BAKER & TAYLOR	CHILDREN'S NF	JUV CONT SEPT21	10/13/21	84.54	38262
200-5112-53730	Materials	BAKER & TAYLOR	CHILDREN'S BOOKS	JUV SEPT21	10/13/21	96.52	38262
200-5112-53730	Materials	PENWORTHY	CHILDREN'S BOOKS	0575560	10/13/21	377.87	38314
200-5112-53740	DVD's	BAKER & TAYLOR	CHILDREN'S MOVIES	JDVD SEPT21	10/13/21	130.65	38262
Total For Dept 5112 Childrens Materials						689.58	
Dept 5113 Young Adult Materials							
200-5113-53730	Materials	BAKER & TAYLOR	YOUNG ADULT BOOKS	YA SEPT21	10/13/21	20.15	38262
Total For Dept 5113 Young Adult Materials						20.15	
Dept 5120 Library - enhanced							
200-5120-48610	Book Sales	FRIENDS OF SHOREWOOD P	REIMBURSEMENT FOR BOOK SALES	Q12021	10/13/21	1,683.90	38274
Total For Dept 5120 Library - enhanced						1,683.90	
Dept 5121 GMF - enhanced							
200-5121-53700	Collection Enhancements	BAKER & TAYLOR	LANGE BEQUEST COLLECTION	LANGE SEPT21	10/13/21	173.45	38262
Total For Dept 5121 GMF - enhanced						173.45	
Dept 5122 Friends - enhanced							
200-5122-53700	Collection Enhancements	BAKER & TAYLOR	FRIENDS GIFT ADULT BOOKS	AD FRND BK SEPT21	10/13/21	62.86	38262
200-5122-53700	Collection Enhancements	BAKER & TAYLOR	FRIENDS GIFT TV SERIES	AD FRND MEDIA SE	10/13/21	20.96	38262
200-5122-53760	Lucky Day	BAKER & TAYLOR	LUCKY DAY COLLECTION - FRIENDS	LUCKY SEPT21	10/13/21	49.56	38262
Total For Dept 5122 Friends - enhanced						133.38	
Dept 5123 Other - enhanced							
200-5123-53700	Collection Enhancements	BAKER & TAYLOR	ONUFROCK GIFT BKS	ONUFROCK SEPT21	10/13/21	1,532.31	38262
Total For Dept 5123 Other - enhanced						1,532.31	
Total For Fund 200 Library						8,667.80	
Fund 210 Senior Services							
Dept 4650 SRC Benjamin Services							
210-4650-52100	Professional Fees	WATTS, MEREDITH W. JR.	JULY & SEPTEMBER YOGA CLASSES	SUMMER YOGA 2021	10/13/21	200.00	38334
210-4650-53500	Dept/Program Supplies	SCHROEDER-STRONG, KELL	BINGO PRIZES SEPT-OCT	SEPT 2021	10/13/21	48.30	38322
210-4650-54000	SRC Programming	NURTURING DIVERSITY PA	AFFORDABLE HOUSING FINAL PAYMENT	1370	10/13/21	750.00	38311
210-4650-54000	SRC Programming	SHOREWOOD HISTORICAL S	WALKING HISTORY PROGRAMS SRC	2021	10/13/21	600.00	38324
210-4650-54010	Programming Support	ERAS SENIOR NETWORK, I	SERVICES FOR SHOREWOOD SENIORS	2021	10/13/21	2,500.00	38273
Total For Dept 4650 SRC Benjamin Services						4,098.30	
Total For Fund 210 Senior Services						4,098.30	
Fund 400 General Capital Projects							
Dept 1100 Board							
400-1100-56360	Village Wide Initiatives	A/E GRAPHICS, INC.	SCANNING-FACILITY PLANS	650785	10/13/21	226.46	38255
Total For Dept 1100 Board						226.46	
Dept 2100 Police							
400-2100-56400	Vehicles	GENERAL COMMUNICATIONS	LABOR FOR EQUIPMENT INSTALL FOR NEW	298309	10/13/21	3,500.00	38275
Total For Dept 2100 Police						3,500.00	
Dept 3410 Street and Alley							
400-3410-56321.25-01	Lake Drive Design	WI DEPT OF TRANSPORTAT	LAKE DR. DESIGN - SEPTEMBER	395-0000235708	10/13/21	4,720.05	38336
Total For Dept 3410 Street and Alley						4,720.05	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 400 General Capital Projects			Total For Fund 400 General Capital Projects			8,446.51	
Fund 430 TID No. 3 Capital Dept 6650 TID Projects							
430-6650-56500	Land Improvements	MAREK LANDSCAPING	EAST BANK MILWAUKEE RIVER	5015	10/13/21	1,001.00	38294
			Total For Dept 6650 TID Projects			1,001.00	
			Total For Fund 430 TID No. 3 Capital			1,001.00	
Fund 610 Water Utility Dept 3710 Water Administration							
610-3710-52230	Phone and Internet	US CELLULAR	CELLULAR SERVICE 9/12-10/11/21	0462251820	10/13/21	77.15	38330
610-3710-52300	WATER SERVICE CHARGE	MILW WATER WORKS	WATER 44,962 CCF - SEPTEMBER 2021	10012021	10/13/21	56,202.50	38301
610-3710-52300	WATER USAGE CHARGE CCF	MILW WATER WORKS	WATER 44,962 CCF - SEPTEMBER 2021	10012021	10/13/21	1,096.23	38301
610-3710-52300	SHOREWOOD FIRE PROTECTION	MILW WATER WORKS	WATER 44,962 CCF - SEPTEMBER 2021	10012021	10/13/21	5,741.09	38301
610-3710-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	COPIER CONTRACT	30208488	10/13/21	43.00	38278
610-3710-53120	Copy & Print Costs	OFFICE COPYING EQUIPME	PRINTING AND COPYING 8/28 TO 9/27	AR150896	10/13/21	41.35	38312
610-3710-54150	Safety Expenses	CONCENTRA	DRUG TESTING	15072827	10/13/21	60.00	38268
610-3710-54720	PSC assessment	PUBLIC SERVICE COMM OF	2021-2022 UTILITY ADVANCE ASSESSMEN	RA22-I-05440	10/13/21	2,441.66	38316
610-3710-54721	PSC rate costs	MILWAUKEE JOURNAL SENT	PUBLICATION NOTICE PFP CHARGE	AD#004924053	10/13/21	241.70	38303
			Total For Dept 3710 Water Administration			65,944.68	
Dept 3740 Maint Services							
610-3740-53500	Dept/Program Supplies	RCM	SLURRY	223029	10/13/21	300.00	38319
610-3740-53500	Dept/Program Supplies	RCM	CLEAN FILL	222926	10/13/21	50.00	38319
610-3740-53500	Dept/Program Supplies	RCM	SLURRY & CLEAN FILL	222981	10/13/21	300.00	38319
610-3740-53500	Dept/Program Supplies	ZIGNEGO READY MIX INC	2524 SHOREWOOD	128987	10/13/21	595.00	38339
			Total For Dept 3740 Maint Services			1,245.00	
Dept 3750 Maint Meters							
610-3750-53500	Dept/Program Supplies	HEIDER AND BOTT CO INC	1004 GLENDALE	860125-000	10/13/21	104.49	38281
			Total For Dept 3750 Maint Meters			104.49	
Dept 3760 Maint Hydrants							
610-3760-53500	Dept/Program Supplies	MILWAUKEE RUBBER PRODU	STOCK - WATER	0100875-IN	10/13/21	126.34	38304
			Total For Dept 3760 Maint Hydrants			126.34	
Dept 3790 Other Water							
610-3790-54740	Water Testing	NORTHERN LAKE SERVICE	WATER SAMPLES	406949	10/13/21	590.00	38309
610-3790-54740	Water Testing	NORTHERN LAKE SERVICE	FREDRICK WATER RELAY - TESTING	407363	10/13/21	300.00	38309
610-3790-56600.20-04	Meter replacement / AMI	CITY WATER LLC	PROFESSIONAL SERVICES	814	10/13/21	2,721.60	38266
610-3790-56600.21-08	2021 Water Relay	CITY WATER LLC	PROFESSIONAL SERVICES	814	10/13/21	3,668.00	38266
			Total For Dept 3790 Other Water			7,279.60	
			Total For Fund 610 Water Utility			74,700.11	
Fund 620 Sewer Utility Dept 3810 Sewer Administration							
620-3810-52230	Phone and Internet	US CELLULAR	CELLULAR SERVICE 9/12-10/11/21	0462251820	10/13/21	58.66	38330
620-3810-53120	Copy & Print Costs	GREATAMERICA FINANCIAL	COPIER CONTRACT	30208488	10/13/21	43.00	38278
620-3810-53120	Copy & Print Costs	OFFICE COPYING EQUIPME	PRINTING AND COPYING 8/28 TO 9/27	AR150896	10/13/21	41.35	38312
620-3810-54150	Safety Expenses	CONCENTRA	DRUG TESTING	15072827	10/13/21	60.00	38268
			Total For Dept 3810 Sewer Administration			203.01	
Dept 3830 Storm Maintenance							
620-3830-53500	Dept/Program Supplies	DONLEVY, KAE M	FISH AND FEATHER 2021	10821	10/13/21	3,456.09	38270

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 DB: Village Of Shore

INVOICE GL DISTRIBUTION REPORT FOR VILLAGE OF SHOREWOOD
 INVOICE DUE DATES 10/01/2021 - 10/13/2021
 JOURNALIZED
 PAID

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
Fund 620 Sewer Utility							
Dept 3830 Storm Maintenance							
						<u>3,456.09</u>	
Total For Dept 3830 Storm Maintenance							
Dept 3890 Other Sewer							
620-3890-56600.20-08	Bluff Manhole - Lake Drive	MILLER ENGINEERS & SCI	STORM SEWER 4480 N LAKE DR	13735	10/13/21	4,006.00	38297
620-3890-56600.20-08	Bluff Manhole - Lake Drive	MILLER ENGINEERS & SCI	RETAINING WALL 4480 N LAKE DR	13729	10/13/21	7,247.50	38297
620-3890-56600.20-08	Bluff Manhole - Lake Drive	UPI	STORM SEWER REPAIR 4480 N LAKE DR	PAYMENT 5	10/13/21	49,039.96	38329
Total For Dept 3890 Other Sewer						<u>60,293.46</u>	
Total For Fund 620 Sewer Utility						<u>63,952.56</u>	
Fund 800 Tax Agency Fund							
Dept 0000							
800-0000-23300	Other Passthrough Activity	REBOUND	ANNUAL SVC. AGREEMENT 11/1/21-10/31	1853	10/13/21	9,900.00	38320
Total For Dept 0000						<u>9,900.00</u>	
Total For Fund 800 Tax Agency Fund						<u>9,900.00</u>	

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #	
Fund Totals:								
			Fund 100 General Fund			143,791.68		
			Fund 200 Library			8,667.80		
			Fund 210 Senior Services			4,098.30		
			Fund 400 General Capital Projects			8,446.51		
			Fund 430 TID No. 3 Capital			1,001.00		
			Fund 610 Water Utility			74,700.11		
			Fund 620 Sewer Utility			63,952.56		
			Fund 800 Tax Agency Fund			9,900.00		
Total For All Funds:							314,557.96	
--- TOTALS BY GL DISTRIBUTION ---								
	100-0000-21580		Garnishments Payable			1,799.16		
	100-0000-24100		Due to MADACC			3.43		
	100-1200-45120		Court Fines - Current			4,506.26		
	100-1200-45190		Court Fines - Aging			2,427.00		
	100-1200-52990		Other Service Contracts & Fees			200.00		
	100-1420-52910		Software Purch/Maint			147.00		
	100-1420-53100		Office Supplies			50.00		
	100-1420-54000		MADACC Programming			6,570.93		
	100-1900-52190		Professional Fees - Insurance			2,125.00		
	100-1900-52330		Health Department - Abatement			200.00		
	100-1900-52900.55-00		Cleaning and Pest Control - VH			1,142.08		
	100-1900-52900.77-00		Cleaning and Pest Control - VC			527.72		
	100-1900-53100.55-00		Building Supplies - Village Hall			104.82		
	100-1900-53100.77-00		Building Supplies - Village Center			350.13		
	100-1900-53150		Job Posting/Testing/Hiring			327.50		
	100-2100-51900		Professional Education			81.76		
	100-2100-52900		Cleaning and Pest Control			1,228.90		
	100-2100-52910		Software Purch/Maint			100.00		
	100-2100-52990		Duncan Contracts & Fees			145.00		
	100-2100-53100		Office Supplies			85.48		
	100-2100-53120		Copy & Print Costs			311.41		
	100-2100-53420		Radio Expense			8,850.96		
	100-2100-53500		Dept/Program Supplies			475.00		
	100-2400-52230		Phone and Internet			49.50		
	100-2400-52990		Other Service Contracts & Fees			68.25		
	100-2400-53100		Office Supplies			45.97		
	100-2900-52330		Health Department			31,682.75		
	100-2900-52990		Crossing Guards			2,025.60		
	100-3100-52230		Phone and Internet			133.79		
	100-3100-53120		Copy & Print Costs			84.36		
	100-3230-53500		Dept/Program Supplies			8,570.56		
	100-3230-54160		Hubbard Lodge/ River Club			97.00		
	100-3300-53350		Outsourced Repairs			5,153.43		
	100-3300-53400		Vehicle Maintenance			7,643.01		
	100-3300-53410		Fuel and Oil			5,029.55		
	100-3430-51120		Contracted Electricians			5,452.13		
	100-3430-53500		Supplies - Street Lighting			1,458.90		
	100-3510-52950.04-00		Disposal Contracts - Recycling			12,421.00		
	100-3610-52940		Landscaping Contracts - Medians			2,922.36		
	100-3610-53500		Dept/Program Supplies			25,637.60		
	100-3620-53510		Landscaping - Plantings			3,556.38		
	200-5110-52230		LIBRARY 24 HOUR MONITORING			54.35		
	200-5110-52900		Cleaning and Pest Control			1,946.68		
	200-5110-52990		Other Service Contracts & Fees			191.04		
	200-5110-54000		Programming			42.20		
	200-5111-53730		Materials			1,037.92		

GL Number	Inv. Line Desc	Vendor	Invoice Desc.	Invoice	Due Date	Amount	check #
		200-5111-53740	DVD's			576.38	
		200-5111-53750	Audiobooks			282.81	
		200-5111-53770	Music			303.65	
		200-5112-53730	Materials			558.93	
		200-5112-53740	DVD's			130.65	
		200-5113-53730	Materials			20.15	
		200-5120-48610	Book Sales			1,683.90	
		200-5121-53700	Collection Enhancements			173.45	
		200-5122-53700	Collection Enhancements			83.82	
		200-5122-53760	Lucky Day			49.56	
		200-5123-53700	Collection Enhancements			1,532.31	
		210-4650-52100	Professional Fees			200.00	
		210-4650-53500	Dept/Program Supplies			48.30	
		210-4650-54000	SRC Programming			1,350.00	
		210-4650-54010	Programming Support			2,500.00	
		400-1100-56360	Village Wide Initiatives			226.46	
		400-2100-56400	Vehicles			3,500.00	
		400-3410-56321.25-01	Lake Drive Design			4,720.05	
		430-6650-56500	Land Improvements			1,001.00	
		610-3710-52230	Phone and Internet			77.15	
		610-3710-52300	WATER SERVICE CHARGE			63,039.82	
		610-3710-53120	Copy & Print Costs			84.35	
		610-3710-54150	Safety Expenses			60.00	
		610-3710-54720	PSC assessment			2,441.66	
		610-3710-54721	PSC rate costs			241.70	
		610-3740-53500	Dept/Program Supplies			1,245.00	
		610-3750-53500	Dept/Program Supplies			104.49	
		610-3760-53500	Dept/Program Supplies			126.34	
		610-3790-54740	Water Testing			890.00	
		610-3790-56600.20-04	Meter replacement / AMI			2,721.60	
		610-3790-56600.21-08	2021 Water Relay			3,668.00	
		620-3810-52230	Phone and Internet			58.66	
		620-3810-53120	Copy & Print Costs			84.35	
		620-3810-54150	Safety Expenses			60.00	
		620-3830-53500	Dept/Program Supplies			3,456.09	
		620-3890-56600.20-08	Bluff Manhole - Lake Drive			60,293.46	
		800-0000-23300	Other Passthrough Activity			9,900.00	



MINUTES - SHOREWOOD BOARD OF TRUSTEES
Village Board Meeting
October 4, 2021

1. Call to Order

President McKaig called the meeting of the Village Board to order at 7:33 p.m.

2. Roll Call

Present via teleconference: President McKaig, Trustees Arndorfer, Moore Baldauff, Bockhorst, Ircink and Warren.

Excused: Stokebrand

Others Present: Village Manager Ewald, Ast. Village Manager Burkart, Village Attorney Nathan Bayer, Planning & Development Director Griepentrog and Finance Director Emanuelson.

3. Statement of Public Notice

Village Manager Ewald stated that the meeting had been posted and noticed according to law.

4. Special Order of Business – none.

5. Consent Agenda Items

- a. Accept presentation of accounts – October 4, 2021
- b. Consider regular village board minutes – September 20, 2021
- c. Consider Application for Special Privilege Approval for retaining walls in the public right of way at 3920 N. Frederick Ave.
- d. Consider assessment agreement.
- e. Consider St. Robert's Fall Festival Special Event Permit and Short Term Cabaret for St. Robert's Parish, Sunday, October 17, 2021.
- f. Consider Park and Beach Permit from Northwestern Mutual on October 6-8, 2021.

Tr. Bockhorst moved, seconded by Tr. Ircink to approve the consent agenda with Tr. Warren requested to remove item 5f. Motion carried 6 – 0 with item 5f removed.

6. Items Removed from the Consent Agenda

Tr. Warren noted his desire to recuse himself item 5f as he is an employee of Northwestern Mutual. Tr. Moore Baldauff moved, seconded by Tr. Bockhorst to approve item 5f. Motion carried 5-0, Tr. Warren recused.

7. Citizens to be heard – This item is for matters not on the agenda. Discussion may follow comment on non-agenda items or discussion and action may come at future meetings. (7:42 p.m.)

None.

8. Public Hearing(s) – none.

- a. Ordinance 3029: An ordinance amendment related to front and street side yard patio requirements, as detailed in 535-9F(2) of Chapter 535 Zoning. (7:45 p.m.)

Director Griepentrog provided a brief overview of the ordinance amendment in the packet.

Donna Genzmer, 4512 N Newhall St. – feels screening of patios is a deterrent to Shorewood as a walkable community. By having visual presence of people, it discourages crime; questioned what problem the Board is trying to address or trying to solve; requested the Village Board review the ordinance to see what can be removed from the regulations. The location of natural vegetation near public walkways can be a real issue in the winter and a safety issue.

Linea Sundstrom, 1320 E. Lake Bluff Boulevard – not clear what is meant by public sidewalk or private walkway; is this whole thing in response to her neighbors across the street; she would like to allow others to make their homes accessible when they need to; doesn't understand why her neighbor's property is specifically reference in the meeting materials and go through this hassle when they are going through medical issues; doesn't understand the purpose of the ordinance amendments.

Director Griepentrog noted that sidewalks are exempted because they are less than 6' in width. The Design Review Board has had several applicants question their interpretation of natural landscaping and clarification of this in the code was requested. Their intent is to provide low screening to provide a natural transition between hardscaped areas. The Board of Appeals relayed it was also not clear enough.

Dorothy Shashko, 4349 N. Woodburn Street – would appreciate the board consider postponing the final ordinance changes and to consider exemptions, specifically exemptions from the dimensions; she appreciates the Village's desire to clarify the ordinances; she has gone through this for months and it's been a hardship because things have been so vague; she would like more specification on how a patio is measured (ex. driveway lip, entrance or sidewalk is not included in the calculation); the same should be applied to a patio; her walkway was included in the dimensions of the patio and it should not be; she also supported comments by Ms. Genzmer.

Public hearing closed at 7:58 p.m.

9. New Business

- a. Consider Ordinance 3029: An ordinance amendment related to front and street side yard patio requirements, as detailed in 535-9F(2) of Chapter 535 Zoning. (7:58 p.m.)

Atty. Bayer noted that in general when homes have patios they are usually in the rear yard and screened from view. An exemption is provided that notes some lots maybe on a corner or a dead end precludes a side and rear yard. For these properties it allows them to have a patio, but if the property owner does have a patio it must have a natural vegetation buffer. The other purpose is to define when something is large enough to be considered a patio. When the paved area is beyond 6' in width it is defined as a patio in the street and side yard. The clarifications assist staff to determine when these regulations do and do not apply. The Shashko's property does have a concrete area that meets the definition of a patio and requires screening. President McKaig noted that the Board is not ruling on this patio at this time. Should Trustees need more information from the public that has already spoken, the trustees may request that of the Chair.

Plan Commissioner Ms. Kiely Miller noted that the Plan Commission only recently allowed patios in the side and front yards in the last three years, correcting Atty. Bayer's previous statement.

Tr. Ircink would like to know more about the intent for the screening. The proposed ordinance was to also soften the look of the hard surface edge. Patios are not being treated like driveways or sidewalks. Director Griepentrog noted the penalty could be removal of the improvements. If an applicant does not install screening the applicant may also request a hardship from the Board of Appeals for ability issues.

Tr. Moore Baldauff thanked staff and the Design Review Board for going through this tedious process of updating the code. She asked how does this impact people and their existing structures versus new

construction? Existing structures would be grandfathered in under their prior approval. It would apply to new applications filed.

Attny. Bayer thanked Ms. Kiely Miller for her clarification. His intention was to convey for decades there were no allowance made at all to put patios in the front or side yard setbacks. The purpose and intent was to clarify that was not fair. That's why the Plan Commission did modify the code to allow for this change. This now tweaks the ordinance to provide additional clarity.

This code modification would not preclude filing a hardship, but to provide guidance to staff, boards and commission, allowing people to improve their homes in a more responsive manner.

Tr. Warren thanked those who worked on the ordinance and provided clarity. He had no additional questions.

Tr. Arndorfer relayed that some properties buffer width and height are not taken into consideration. Topography is not addressed in the code and a property owner could take such a request to the Board of Appeals for an exception.

Tr. Bockhorst clarified that the Plan Commission moved unanimously on this code modification. She requested the Board take a vote on the matter; if there are questions, trustees should reach out to others on the Commission.

Tr. Bockhorst moved, seconded by Tr. Warren to approve Ordinance 3029: An ordinance amendment related to modifications to front yard and street side yard patio requirements, as detailed in 535-9F(2) of Chapter 535 Zoning.

Ms. Shashko, 4349 N. Woodburn Street – noted the dimensions of the patio should not include the actual walkway; the walkway should not be included as a part of the patio; she may appeal, but it's expensive. She would like this area to be an exception to the dimensions for her patio calculation.

Director Griepentrog relayed the Village cannot identify how people will use the proposed pavement, but a walkway that is 6' or less would not be defined as a patio.

Donna Genzmer, 4512 N Newhall St. – questioned whether the ordinance was to deter use of the front yard; why should she be told how she can use her front yard as opposed to her backyard.

Atty. Bayer noted that the area needs to be 6' x 6'. Areas smaller than this will not be regulated as a patio. The clarification will help the inspectors avoid confusion when interpreting the code.

It was relayed that the ordinance currently exists. If the revisions are not made the original ordinance will be maintained.

Discussion continued.

Motion restated: Tr. Bockhorst moved, seconded by Tr. Warren to approve Ordinance 3029: An ordinance amendment related to modifications to front yard and street side yard patio requirements, as detailed in 535-9F(2) of Chapter 535 Zoning. Motion carries 5-1, Ircink voting nay.

10. Reports of Village Officials (8:41 p.m.)

- a. Village President
- b. Village Trustees

Tr. Ircink - relayed that all of the costs for holiday decorations are coming in high; they typically come in around \$1,500, but the costs are about \$5-6,000 for the tree. The Board is contemplating moving in a different direction other than a tree. If you have a suggestion you can contact the BID with your suggestions. The BID is also discussing

replacement of the snowflakes (est. replacement \$100,000). When the Feast was finished the BID walked away with \$10,000. They are trying to figure out the best solutions for holiday decorations moving forward.

Tr. Arndorfer - extended appreciation to the Plan Commission going through the parking exception request at Oakland/Lake Bluff.

Tr. Bockhorst - noted there is little to no activity at 3534 Lake Drive and she is looking into the potential of utilizing the parcel for affordable housing.

- c. Village Manager - The October 14 Special Budget & Finance Committee meeting has been rescheduled for a Committee of the Whole Budget Wrap-up, **Monday, October 18 at 6:00 p.m.**

11. Items for future consideration (8:48 p.m.)

President McKaig noted that Commissioner Cuoto questioned the appointment process for Plan Commissioners, specifically the trustee member. Our code 16-2 is not in alignment with a statute change. Our code says the Commission appointment of a trustee needs to be confirmed by the Village Board. That is actually not the case, as the statute was changed to not require it. She would like to consider amending 16-2 to be reflective of what we have been doing and current state statute. President McKaig moved, seconded by Tr. Bockhorst to send to JP&L Village code 16-2 for review. Motion carries 6-0.

12. Adjournment.

Tr. Bockhorst moved and Tr. Warren seconded to adjourn at 8:51 p.m. Motion carried 6 - 0.

Respectfully submitted,

Rebecca Ewald
Village Manager

DRAFT



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider Application for Special Privilege Approval for a retaining wall and pavers within the public right of way at 4300 N. Murray Ave.

Date: October 14, 2021

Presenter: Bart Griepentrog, AICP

Department: Planning and Development

History – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.

Per Village Code [466-18](#), special privilege approval is required for “obstruction or excavation on, or projections over, public thoroughfares.” The Village Board, subject to site review and confirmation of insurance documentation, has granted permanent Special Privileges for fences, retaining walls, landscaping, signs and the like at both commercial and residential properties. All such approvals provide the Village the right to discontinue the special privilege for any reason at any time.

Agenda Item Discussion – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

Niki Johnson and Alexander Arnold, property owners, have applied to reconstruct the eastern retaining wall along their driveway, which fronts N. Marion St. The current wall is constructed of railroad ties, which are in poor condition. The proposed wall would be constructed of 7” wide x 5” tall tumbled Belgian stone/masonry units and would extend to the sidewalk. The property line is located 4 feet behind the sidewalk. Additionally, the property owners would like to install a paver stone and garden spillway for a French drain that will drain onto the driveway behind the proposed all and a stone walkway, which would continue onto their property. The request also includes brick pavers in a small triangular area of parkway between two driveways.

The DPW has reviewed the proposed plans and from an existing utilities perspective has no issues with the installation of the wall within the right of way. As is standard, the property owner will be made aware that the Village will not be responsible for any damage or cost associated with rebuilding or repairing the wall within this location, should it interfere with public improvements, such as sidewalk replacement.

Fiscal Note – Please include the budget impact for this agenda item.

A \$50 fee was taken in with this request. The revenue from this application has been deposited in the Planning & Development Department’s “Other Permit” account (100-2400-44350).

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

I move to approve the Application for Special Privilege Approval for a retaining wall and pavers within the public right of way at 4300 N. Murray Ave.

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. Application for Special Privilege Approval – 4300 N. Murray Ave.



APPLICATION FOR SPECIAL PRIVILEGE APPROVAL

Village of Shorewood
 Planning & Development Department
 3930 N. Murray Avenue, Shorewood,
 WI 53211
 Phone 414.847.2606
 Email: PAD@villageofshorewood.org
www.villageofshorewood.org

OFFICE USE ONLY	FEE \$50.00
Permit ID 2-1902	Received 10.5.21
Insurance Certificate Exp.	
P & D Approval	
Village Board Date	Approved Y N

40051

Approval by the Village Board of Trustee's is required before any temporary or permanent object is placed within the public way throughout the Village of Shorewood, including overhanging objects according to provisions of Section 66.0425 of the Wisconsin Statutes.

Property Address: 4300 N Murray Ave., Shorewood, WI 53211	
Improvement Category (check one)	
<input type="checkbox"/> Plantings	<input type="checkbox"/> Carriage Walk
<input checked="" type="checkbox"/> Other	
Description of Public Way Improvement: Replacement of existing rotten railroad tie retaining wall section extending onto Shorewood Village property with stone. Addition of garden + stone spillway for french drain. Extension of stone paver walkway to sidewalk. Paver fill of triangular section in tree belt.	
Reason for Public Way Improvement: Upgrade of existing retaining wall. Improved water diversion/absorption on property. Improved accessibility. Needed leveling, maintenance + upgrade of small section in tree belt.	
APPLICANT INFORMATION	PROPERTY OWNER INFO (if different from applicant)
Name Niki Johnson + Alexander Arnold	Name - Same -
Address 4300 N Murray Ave	Address
City/State/Zip Shorewood, WI 53211	City/State/Zip
Phone (415) 424-9771 Alt. Phone (415) 235-7642	Phone Alt. Phone
Email murrayandmarion43@gmail.com	Email

Material Submission

- An Insurance Declaration Page listing the Village of Shorewood as additionally insured in the sum of \$100,000 - \$300,000 bodily injury, and \$25,000 property damage. This certificate must be kept current throughout the existence of this privilege.
- Site plan showing proposed item(s) in public way with dimensions and pictures of location.

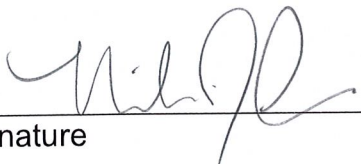
Read below and sign for explanation of terms and conditions of special privilege approval.

General Conditions for Special Privilege Approval

1. The petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.

2. The petitioner agrees to remove said privilege whenever public necessity so requires or when ordered upon resolution adopted by the Village Board.
3. The petitioner agrees to comply with all laws of the State of Wisconsin and all ordinances of the Village of Shorewood, to abide by any order or resolution of the Village Board affecting this privilege, to be primarily liable for damages to person or property by reason of granting such privilege, and to hold the Village of Shorewood harmless from any or all liability.
4. Petitioner agrees that if in the opinion of the Planning & Zoning Administrator of the Village of Shorewood, the privileges, projections or encroachments permitted herein become out of repair, unsafe or unsightly, and upon receipt of written notice thereof, petitioner will, within five (5) days from the receipt thereof, maintain, repair, or remove such privilege, projection or encroachment at petitioner's expense. It is further agreed and understood that should petitioner fail to comply with said notice to maintain, repair or remove said privilege, projection or encroachment, the Village of Shorewood will have the right to maintain, repair or remove such privilege, projection or encroachment and charge the cost of same to petitioner or property owner.
5. Should this special privilege be discontinued for any reason whatsoever, petitioner agrees to remove all construction work executed pursuant to this special privilege, to restore to its former condition (subject to the approval of the Planning & Zoning Administrator), any curb, pavement, or other public improvement which was removed, changed or disturbed by reason of the granting of this privilege. Petitioner further agrees not to contest the validity of Section 66.0425 of the Wisconsin Statutes, or the legality of this special privilege in any way.
6. The petitioner must cooperate with and be responsive to the Shorewood Department of Public Works (DPW) so that the DPW may efficiently complete tasks and activities related to cleaning and maintenance of the right-of-way.

As the petitioner, I have read the above and agree to all of the conditions.



Signature

10/5/21

Date



4300 N Murray Ave,
Shorewood, WI 53211

N Murray Ave

Requesting
permission for
these areas:

E Marion St

E Marion St

E Marion St

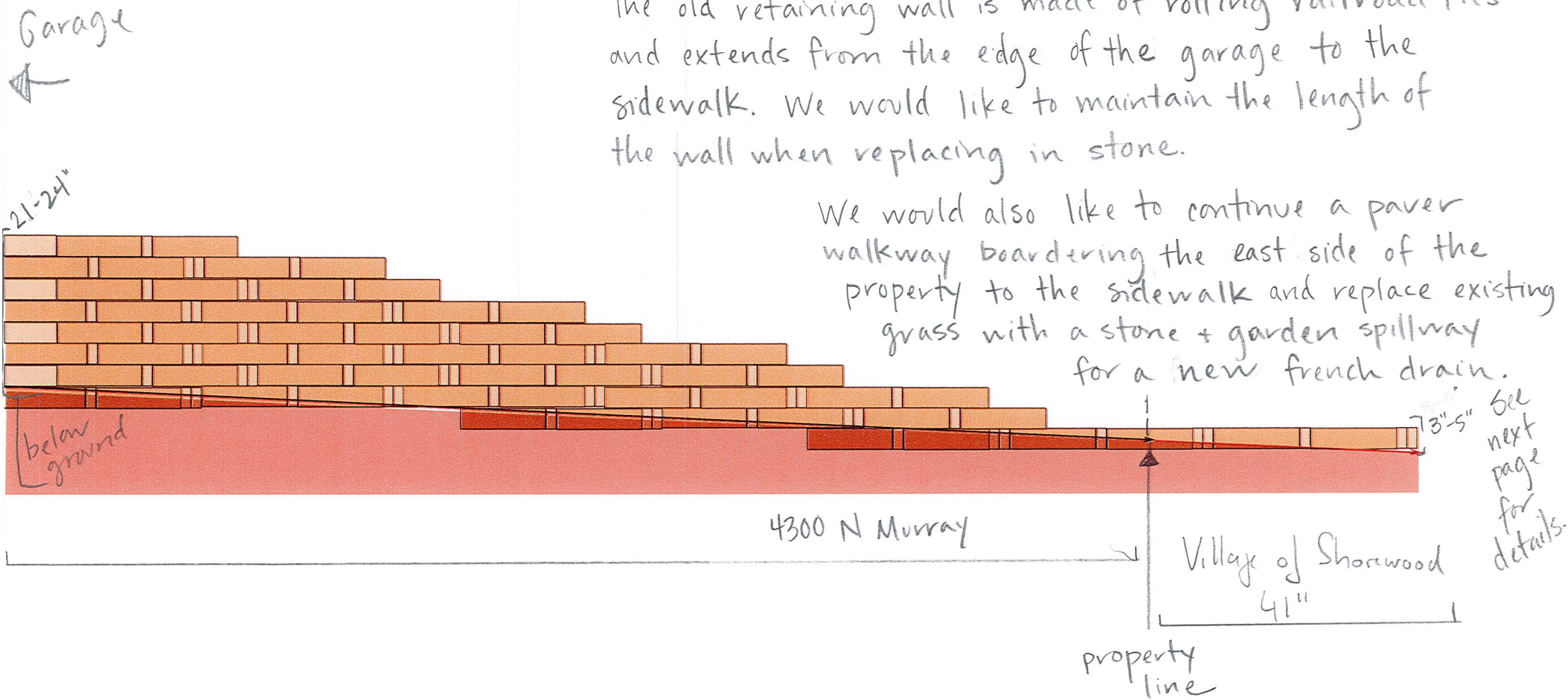
E Marion St

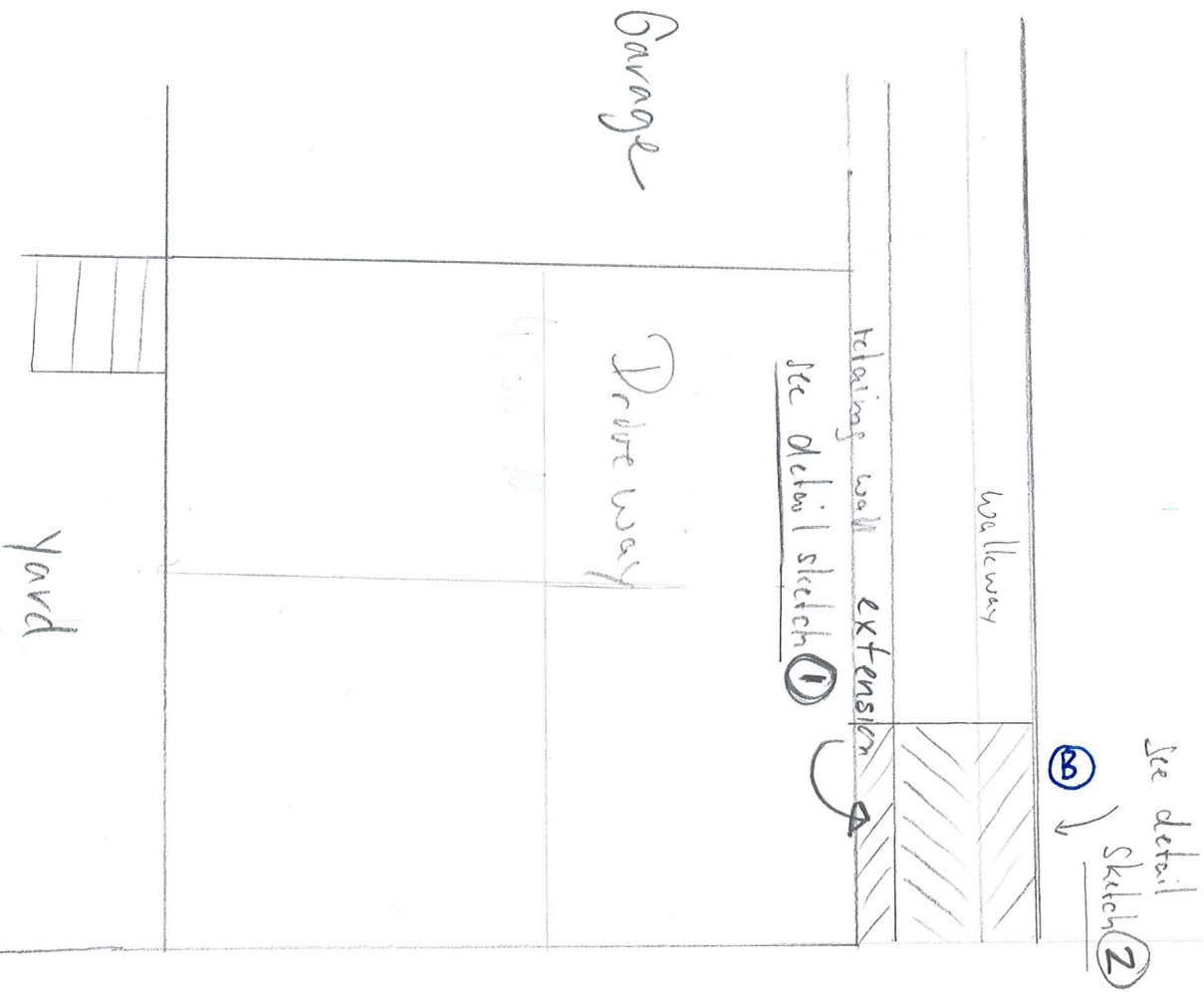
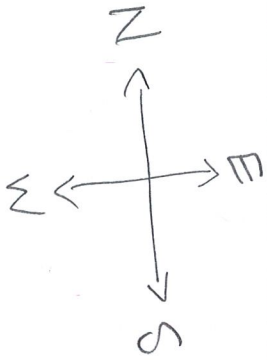
Detailed Sketch ①

We are replacing an existing retaining wall on the east side of our driveway.

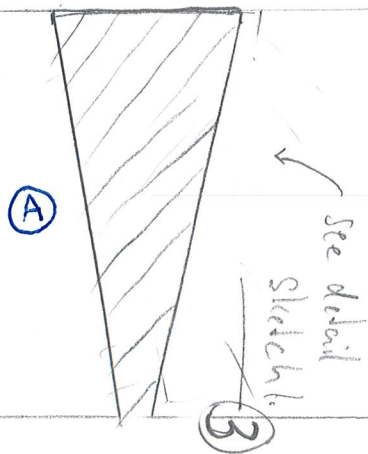
The old retaining wall is made of rotting railroad ties and extends from the edge of the garage to the sidewalk. We would like to maintain the length of the wall when replacing in stone.

We would also like to continue a paver walkway bordering the east side of the property to the sidewalk and replace existing grass with a stone + garden spillway for a new french drain.





sidewalk



Marion Ave

Sketch ③ photo of similar site on Kensington Ave.

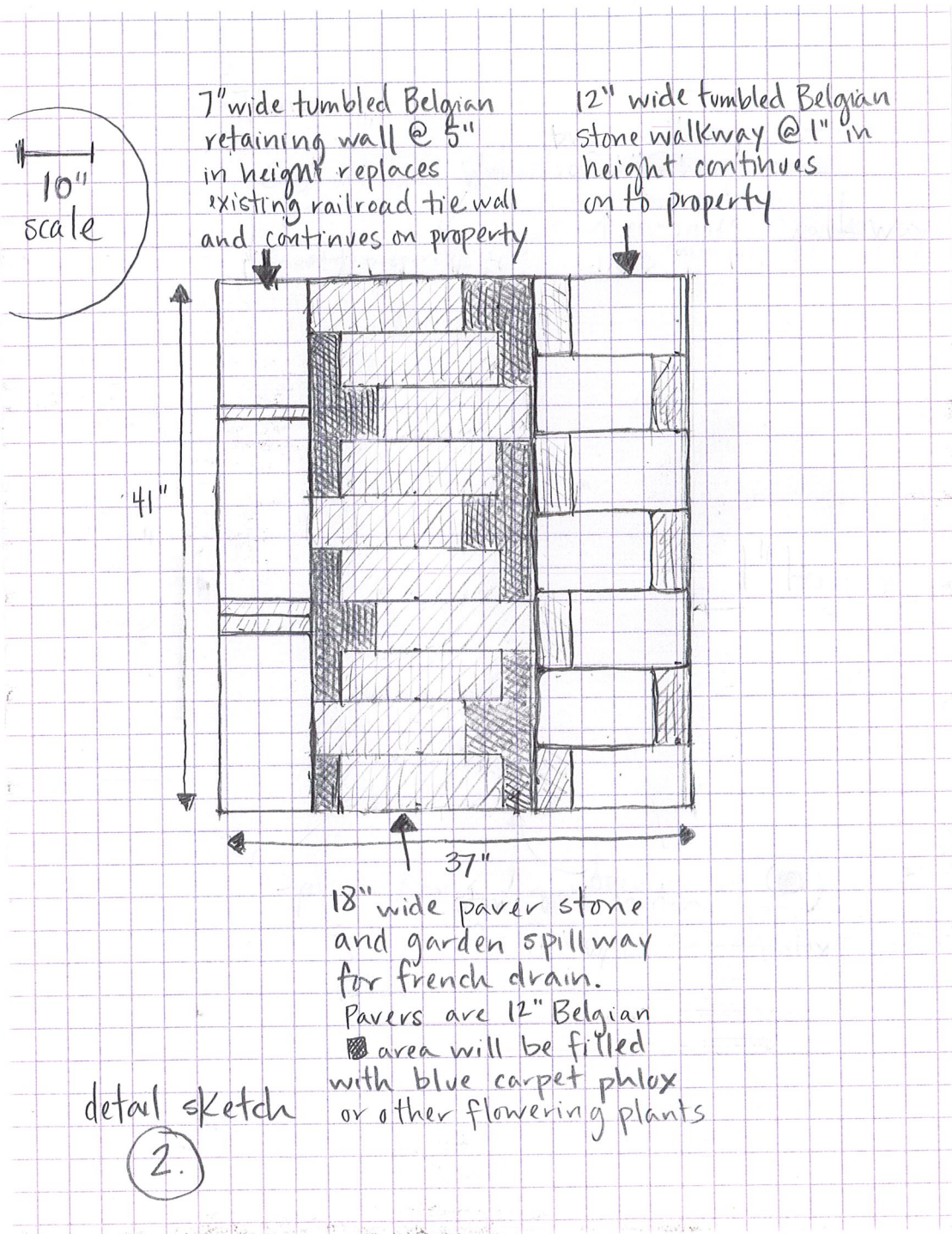
Ⓐ we would like to create a similar paver pattern in place of grass.
52"

90"

82"



birds eye view (B)





VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider addition of a banking institution to the Village's list of authorized financial institutions.

Date: October 18, 2021

Presenter: Mark Emanuelson

Department: Finance

Overview – At the June 21, 2021 Village Board meeting, the Village Board approved an RFP for banking services to allow staff an opportunity to seek proposals from any qualified banking institutions within a 3 mile radius of the Village of Shorewood.

Staff received 5 proposals in response to the RFP. They were from North Shore Bank, Associated Bank, BMO Bank, Town Bank, and Chase Bank.

Upon review of the proposals by Trustee Stokebrand, Assistant Village Manager Burkart, and Finance Director Emanuelson, it was the opinion of the group that the village continue its relationship with North Shore Bank. However, it was noted that there were some opportunities to reduce certain banking services costs under the Town Bank proposal.

Therefore, staff would recommend that Town Bank be added to the Village's list of authorized financial institutions to provide staff the flexibility to take advantage of those opportunities and split some services between North Shore Bank and Town Bank, when doing so is to the benefit of the Village.

Town Bank will be opening a new branch office on Silver Spring Drive within the next few weeks.

Vision 2025 Plan - If this item is addressed in the Vision 2025 Plan, please include in what ways.

General fiscal responsibility

Recommended motion – Move to approve the addition of Town Bank to the village's list of authorized financial institutions.

Fiscal Note / Budget Impact – This flexibility will allow staff to manage services in a more cost-effective manner and could save up to \$2,000 per year in banking services related costs.



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider seasonal extension of Special Privilege Approvals for outdoor seating in the public right-of-way

Date: October 14, 2021

Presenter: Bart Griepentrog, AICP

Department: Planning & Development

History – *Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.*

Per Village Code [466-18](#), Special Privileges for obstructions on the public right-of-way may be granted by the Village Board. To further clarify that practice, the Village Board has also adopted [Policy 18](#) Outdoor Seating in the Public Right-of-Way. This policy was most recently updated on December 17, 2018 and allows temporary outdoor seating from March 15 thru November 15, subject to Village Board approval. [Policy 34](#) oversees the Village's Parklet Program, which also includes an annual end date of November 15.

In 2020, due to ongoing restrictions and indoor customer discomfort associated with the COVID-19 health pandemic, the Shorewood Business Improvement District approached the Village to ask that an extension to the standard outdoor seating season be considered. The Village Board provided approval for nine such extensions in 2020 ([October 19, 2020](#) and [November 2, 2020](#)).

The Village Board provided approval for 15 businesses to install outdoor seating and four parklets in the 2021 season.

In recognition that the pandemic has not yet ceased, the Planning & Development Department reached out to approved applicants to solicit requests for extensions in 2021. If granted, the requesting businesses would be allowed to maintain their outdoor seating through March 14, 2022, at which point a new application/approval for the 2022 season would be required.

Any change to outdoor seating plans, including additional furniture, fixtures (such as heaters) or structures (such as tents/enclosures) shall be detailed on the plans, so that both physical space and code safety standards can be confirmed. Businesses have also been required to sign agreement to the Planning & Development Department's Seasonal Extension Guidelines.

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

Colectivo at 4500 N. Oakland Ave. has requested to extend their standard outdoor seating plan through the winter months. Their application, including agreement to the Seasonal Extension Guidelines, and outdoor seating plans are attached to this memo for consideration.

The standard General Conditions for Special Privilege Approval apply. Those conditions include that the Village shall be held harmless from all liability; that the petitioner agrees to remove said privilege whenever public necessity so requires it; and, that the Planning & Zoning Administrator may require repair or removal if the installation becomes out of repair, unsafe or unsightly. Importantly, it also states that the petitioner agrees to cooperate and be responsive to the Shorewood Department of Public Works, so that they may efficiently complete tasks and activities related to clearing and maintaining right-of-way. With respect to that, applicants shall be made aware that snow may not be pushed into the street. If snow was typically “stored” in areas that will be occupied by extended outdoor seating, plans for its removal will need to be made.

In addition to the Village Board’s consideration of granting the seasonal extension, applicants have been made aware that any modified plans must meet code standards. This particularly relates to the proposed structure and materials of enclosures, and proper use of heating elements. As noted in the suggested motion, all approvals shall be subject to code compliance.

Staff anticipates that additional requests may be received for consideration at the November 1 and November 15 meetings, including requests for parklets. In past conversation between the BID and DPW, it was made clear that the Village would not be responsible for any additional clearing of snow after plows have gone through. It was also noted that the Village would not be responsible for any damages caused by plowing activities. Parklet owners would need to handle their own snow removal and could not push it onto the road or pile it onto the sidewalk or into tree planters. They would likely need to contract with a removal company to haul it off site.

Fiscal Note – *Please include the budget impact for this agenda item.*

In recognition of the unusual circumstances related to this request due to the pandemic, no fees have been charged for consideration of the extension.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

The Shorewood BID was made aware of the opportunity to request extension, in addition to specific outreach to all current approvals.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Subject to inspection and code-compliance of any additional furniture, fixtures or structures, and administrative approval of snow clearance operations from DPW, if necessary, I move to approve the seasonal extension of Applications for Special Privilege Approval for outdoor seating in the public right-of-way at:

- i. Colectivo, 4500 N. Oakland Ave.

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

1. General Conditions for Special Privilege Approval
2. Special Privilege Approval Application for:
 - a. Colectivo, 4500 N. Oakland Ave.



APPLICATION FOR SPECIAL PRIVILEGE APPROVAL

Village of Shorewood
 Planning & Development Department
 3930 N. Murray Avenue, Shorewood,
 WI 53211
 Phone 414.847.2606
 Email: PAD@villageofshorewood.org
 www.villageofshorewood.org

OFFICE USE ONLY		FEE	\$100.00
Permit ID		Received	
Insurance Certificate Exp.			
P & D Approval			
Village Board Date		Approved	Y N

Approval by the Village Board of Trustee's is required before any temporary or permanent object is placed within the public way throughout the Village of Shorewood, including overhanging objects according to provisions of Section 66.0425 of the Wisconsin Statutes.

Property Address: <u>4500 N. Oakland Ave.</u>			
Improvement Category (check one)			
<input type="checkbox"/> Plantings	<input checked="" type="checkbox"/> Outdoor Seating (*Exhibit 1)	<input type="checkbox"/> Parklet (*Exhibit 2)	<input type="checkbox"/> Other
Description of Public Way Improvement: <u>Outdoor Seating</u>			
Reason for Public Way Improvement:			
APPLICANT INFORMATION		PROPERTY OWNER INFO (if different from applicant)	
Name <u>Colectivo Coffee Roasters, Inc.</u>		Name <u>Cornerstone, LLC</u>	
Address <u>2999 N. Humboldt Blvd.</u>		Address <u>252 E. Highland Ave</u>	
City/State/Zip <u>Milwaukee, WI, 53212</u>		City/State/Zip <u>Milwaukee, WI, 53202</u>	
Phone <u>414-273-3747</u>	Alt. Phone	Phone <u>414-803-9699</u>	Alt. Phone
Email <u>ap@colectivocoffee.com</u>		Email	

Material Submission

A certificate of liability insurance in the sum of \$100,000 - \$300,000 bodily injury, and \$25,000 property damage, insuring the Village against any liability that might arise by reason of this privilege must be filed with this application. This certificate must be kept current throughout the existence of this privilege.

Site plan showing proposed item(s) in public way with dimensions and pictures of location.

For **Outdoor Seating**, the petitioner is required to submit a map indicating the proposed layout/plan of any furniture, planters, or other materials to be placed within the public right-of-way. Specifically:

- Location and number of tables, chairs, and any other materials
- Measured distance from building to curb and the width of the open sidewalk
- Dimensions of all materials
- The size, location, and number of items may not be increased from that which is approved

For **Parklets**, the petitioner is required to submit:

- Site plan to scale showing parklet, public sidewalk and building line
- Include all dimensions of parklet and distance from building to parklet
- Elevation and material description
- Provide one copy of a written notice to neighboring businesses and residents within 100 Linear Feet including properties opposite side of the street. Include separate list of all addresses. Shall be distributed at least 14 days prior to Village Board consideration.

Read below and sign for explanation of terms and conditions of special privilege approval.

General Conditions for Special Privilege Approval

1. The petitioner agrees that the Village of Shorewood, its employees, agents or representatives, shall be held harmless from all liability for injury to the previously mentioned property and damages accruing there from by acts of any Village employees, agents, or representatives in carrying on their assigned duties in such capacity of employment, on the property above described.
2. The petitioner agrees to remove said privilege whenever public necessity so requires or when ordered upon resolution adopted by the Village Board.
3. The petitioner agrees to comply with all laws of the State of Wisconsin and all ordinances of the Village of Shorewood, to abide by any order or resolution of the Village Board affecting this privilege, to be primarily liable for damages to person or property by reason of granting such privilege, and to hold the Village of Shorewood harmless from any or all liability.
4. Petitioner agrees that if in the opinion of the Planning & Zoning Administrator of the Village of Shorewood, the privileges, projections or encroachments permitted herein become out of repair, unsafe or unsightly, and upon receipt of written notice thereof, petitioner will, within five (5) days from the receipt thereof, maintain, repair, or remove such privilege, projection or encroachment at petitioner's expense. It is further agreed and understood that should petitioner fail to comply with said notice to maintain, repair or remove said privilege, projection or encroachment, the Village of Shorewood will have the right to maintain, repair or remove such privilege, projection or encroachment and charge the cost of same to petitioner or property owner.
5. Should this special privilege be discontinued for any reason whatsoever, petitioner agrees to remove all construction work executed pursuant to this special privilege, to restore to its former condition (subject to the approval of the Planning & Zoning Administrator), any curb, pavement, or other public improvement which was removed, changed or disturbed by reason of the granting of this privilege. Petitioner further agrees not to contest the validity of Section 66.0425 of the Wisconsin Statutes, or the legality of this special privilege in any way.
6. The petitioner must cooperate with and be responsive to the Shorewood Department of Public Works (DPW) so that the DPW may efficiently complete tasks and activities related to cleaning and maintenance of the right-of-way.

As the petitioner, I have read the above and agree to all of the conditions.

I further agree to inform my employees/staff of these requirements if applicable.

Signature  _____

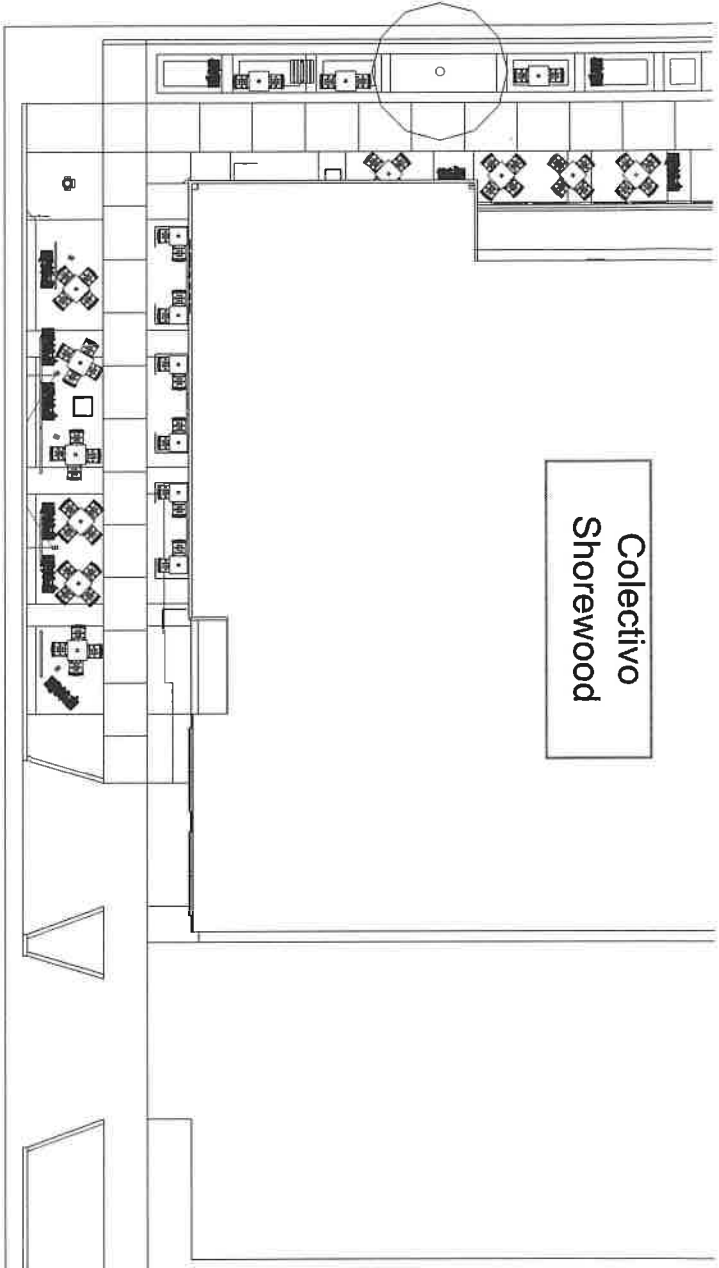
Date 10/12/21 _____

EXHIBIT 1

Outdoor Seating within the Public Right-of-Way Requirements

1. A minimum of **five (5)** feet of the **six-foot** public sidewalk shall remain unobstructed at all times. This shall be a guideline subject to the discretion of the Planning & Development Department and, finally, the Village Board in authorizing such a permit.
2. Tables, chairs, planters, and other items may be located on both sides of the public sidewalk only if Requirement #1 can be completely satisfied and such use was indicated and approved in the original application for the Outdoor Seating Permit.
3. No seating shall be allowed within a designated curbside bus stop area.
4. Seating may extend beyond the petitioner's property lines with the written approval of the adjacent property and/or business owners.
5. Any area provided by this permit may be used and/or occupied during the specified times:
 - a. Sunday through Thursday 7 a.m. to 10 p.m.
 - b. Friday through Saturday 7 a.m. to 11 p.m.Anyone wishing to use this permit beyond the hours given requires approval from the Village Board of Trustees.
6. The petitioner may request that public street furniture be removed from the immediate area by the Shorewood Department of Public Works. Public street furniture **will not** be moved or rotated on a seasonal basis.
7. The petitioner shall make arrangements for proper litter control and removal of waste generated by dining patrons. Public waste receptacles will not be provided for this purpose. Sidewalks and public areas must be kept clean and clear of debris.
8. Amplified music is prohibited. Noise complaints that are not addressed is a reason for revoking special privilege permit or non-renewal.
9. All applicable fees shall be submitted with the Special Privilege permit application. Outdoor Seating shall be allowed between **March 15 and November 15**, by permit. All permits, regardless of issue date, shall expire on **November 15** of the year of issuance. Applications for renewal shall be made in the same manner as the original application. Permits are not transferable or assignable.
10. Violations of the above shall be investigated by the Planning & Zoning Administrator. Any violations brought to the attention of the petitioner shall be corrected within a reasonable period of time as determined by the Village. Violations not corrected within five (5) days from being cited or advised of a violation shall be considered uncorrected. Three (3) uncorrected violations shall result in the loss of outdoor seating in the public way.

Colectivo
Shorewood



Oakland Ave

Kensington Ave



Village of Shorewood – Special Privilege Seasonal Extension Guidelines

Planning & Development Department

Approval for Special Privilege seasonal extensions (parklets or outdoor seating kept in place beyond November 15th) shall be granted by the Village Board via [Application for Special Privilege Approval](#), with requisite details and attachments. An occupancy inspection shall be performed by a building inspector prior to utilizing any modified space. Please contact the Planning & Development Department at pad@villageofshorewood.org or 414-847-2640 with any questions prior to installation.

Structures

Temporary outdoor structures, including enclosed parklets and tents, are allowed in the public right of way under the following regulations:

- Tent structures exceeding 400 sq. ft. in area shall be subject to permitting through the North Shore Fire Department. Guidance available [here](#).
- Structures may require detailed construction drawings stamped by a design professional. Please consult the Planning & Development Department for more information, prior to constructing any structure.
- Temporary outdoor structures intended for use by the general public must have at least 50% of the total wall space open to allow air flow
- Enclosed structures, such as plastic domes, may be used for individual parties and must have adequate ventilation to allow for air circulation
- Temporary structures must be weighted, anchored or secured to the ground, but cannot be anchored with any method that requires screwing, cutting or drilling into the public way (i.e. streets or sidewalks)
- All structural materials must have fire resistant certification or flame certification showing material is fire-rated or noncombustible
- Use of tents and other temporary structures may be deemed unsafe and prohibited during severe weather events (wind, snow, etc.)

Heating Devices

Heating Devices are allowed, but must meet the following operational regulations:

- Heating equipment must be shown on the site plans submitted with the permit application
- Electrically-powered heating devices are permitted; however, they must be installed by a licensed electrical contractor, who shall obtain an electrical permit. Electrical heating equipment must be marked "UL listed" or "UL classified"
- Natural gas heaters or any devices fueled with propane are only allowed in open, uncovered sidewalk (or on approved parklet) areas. No propane devices will be allowed in the roadway.
- Applicants should follow any recommended safety guidelines issued with specific product (see the product's operations manual)
- Heating equipment should be unplugged or disconnected for overnight storage, and employees should be trained in proper installation of fuel tanks and in detecting leaks
- Establishment should maintain clearance between heaters and all other objects, including tent sides. Required minimum clearance distance depends on the heating device; at least three feet is recommended

- Cords or materials to power or fuel heating elements should not create tripping hazards or violate ADA guidelines
- Patrons must not interact with heater

Safety Considerations


Follow these additional safety considerations to ensure responsible operations:

- Outdoor spaces with heating devices must keep devices away from combustible materials, such as tents, at all times
- Enclosed areas with heating devices intended for use by the general public must have clearly marked entrances and exits
- Businesses must have sufficient fire extinguishers to cover indoor and outdoor spaces
- Restaurants/Bars will need inclement weather plans in writing and trained staff to prevent injuries in storms, snow or other unsafe situations
- Businesses with seasonally extended parklets must submit a snow removal plan for administrative approval from the Department of Public Works.
- Businesses with seasonally extended outdoor seating shall clear snow around their furniture and may not push that snow into the street or store it within tree planters.

(Adapted from the City of Milwaukee Active Streets for Businesses Program – Fall and Winter Guidelines)

As the petitioner, I have read the above and agree to all of the conditions.

I further agree to inform my employees/staff of these requirements, if applicable.



Signature
Curtis Ward Fowler

(Print Name)

10/12/21

Date



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Consider Resolution 2021-23 – a resolution adopting a framework for the Village of Shorewood to achieve racial equity within Milwaukee County.

Date: October 18, 2021

Presenter: President Ann McKaig

History – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.

May 2021

- President McKaig expressed interest in aligning Shorewood initiatives related to Diversity, Equity, and Inclusion with the Milwaukee County Resolution for Racial Equity.
- Milwaukee County Executive David Crowley invites all ICC members to join the Dismantling Barriers to Creating Diverse and Inclusive Communities Strategy Team. Mgr. Ewald, President McKaig and School Board President Shah have participated along with President Montgomery of Brown Deer and Mayor Brooks of South Milwaukee. The work from this team will be incorporated into the forthcoming Strategic Plan for Equity.
- President McKaig began collaborating with Village Manager to organize all current initiatives related to Diversity, Equity and Inclusion into a framework that organizes initiatives and efforts into areas of Education, Awareness, Training, and Policy for the purposes of accountability, coordination and future planning.

June 2021

- A recurring Village Board agenda item entitled “DEI Update” is created in order to update the Trustees on initiatives that are in progress, planned, or needed.
- Mgr. Ewald continues outreach to gather information on resources to assist Shorewood in developing a comprehensive plan for DEI work to continue in the Village.

June- September 2021

- Sam Coleman proposed recommendations for next steps for DEI work for the Village organization.
 - President McKaig has discussed the potential benefits of aligning with Milwaukee County’s Resolution for Racial Equity, participating in the Dismantling Barriers strategy team, creating a framework to organize the Village’s DEI initiatives, and having regular updates for the Village Board- with the Human Relations Commission, the Shorewood Foundation, Shorewood Police Accountability Group representatives, the BID President and Director, and other community stakeholders and staff.
 - The Human Relations Commission is a key stakeholder with regards to this approach as they are charged with providing community perspective with regards to issues of diversity, equity and inclusion. They offered consensus in support of this approach.
 - This alignment with Milwaukee County and an organizing framework was communicated to the community-at-large in the Fall 2021 Equity section of Shorewood Today, attached.
-

Agenda Item Discussion – *Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.*

There seems to be general consensus that 1) aligning with a metro-wide approach to achieving racial equity in Milwaukee County, and, 2) thinking of Village DEI initiatives within a framework, set an important foundation for the long term commitment required to remove barriers that hinder diversity, equity, and inclusion.

The Village Board is asked to adopt the framework that organizes initiatives and efforts in terms of Education, Awareness, Training and Policy for the purposes of accountability, coordination, future planning and aligning with the Milwaukee County Resolution for Racial Equity and forthcoming Strategic Plan for Equity. The attached resolution reflects this framework and alignment and is presented for the board’s discussion and consideration.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

If Yes, identify how and what community groups and businesses were notified.

Action Required / Recommended – *Please include the recommended motion or possible actions for this agenda item.*

Recommended motion: *“I moved to approve Resolution 2021-23 – a resolution adopting a framework for the Village of Shorewood to achieve racial equity within Milwaukee County.”*

Attachments – *Please list the following attachments and supporting documents for this agenda item. Some attachments may be hyperlinked. Include Fiscal notes, if applicable, as the first attachment following this memorandum. Attachments may include: agreements/contracts, presentation materials, letters, service proposals, etc.*

RESOLUTION 2021-23

A RESOLUTION ADOPTING A FRAMEWORK FOR THE VILLAGE OF SHOREWOOD TO ACHIEVE RACIAL EQUITY WITHIN MILWAUKEE COUNTY

WHEREAS, the Shorewood Village Board desires to adopt a framework that organizes initiatives and efforts in terms of Education, Awareness, Training and Policy for the purposes of accountability, coordination, future planning and alignment with the Milwaukee County Racial Equity Framework and forthcoming Strategic Plan for Equity; and

WHEREAS, the graphic below provides represents such a framework and reflects how organizing these efforts can align with the Milwaukee County initiatives; and

WHEREAS, evaluating the past, current, and future initiatives related Diversity, Equity, and Inclusion in Shorewood as they relate to achieving Racial Equity within Milwaukee County will ensure a long-term commitment towards more diversity, equity, and inclusion in all aspects of Shorewood life.



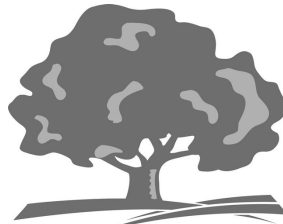
NOW THEREFORE BE IT RESOLVED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, that the Village of Shorewood hereby adopts the referenced framework for racial equity within Milwaukee County as we are a part of this vision, one county, one plan.

PASSED and ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin this the 18th day of October 2021.

Ann McKaig, Village President

Countersigned:

Rebecca Ewald, Interim Village Clerk



Shorewood

MEMORANDUM

Village Attorney's Office

Nathan J. Bayer
William P. Dineen

TO: Village Board

CC: Planning Director, Village Manager, Assistant Village Manager

FROM: Nathan Bayer, Village Attorney

DATE: October 13, 2021

RE: Amendment of Village Code § 16-2 to Reflect the Village President's Enumerated Powers Under Wisconsin Law, and to Change the Term Length of Village Board Members of the Plan Commission

Under current state law a village president has the inherent authority to unilaterally appoint members of the Plan Commission for three-year terms. The attached ordinance amends the existing portion of the Village of Shorewood Code (§ 16-2) that addresses appointment of Plan Commissioners, and term length, to harmonize with state law. A more detailed explanation follows.

The state statutes that govern appointment of Plan Commission members in Wisconsin villages are Wis. Stat. § 61.35, "Village planning," and Wis. Stat. § 62.23, "City Planning." The reason that a statute under Chapter 62, titled "Cities," applies is that § 61.35 adopts by reference the regulation and procedures found in § 62.23. Shorewood Village Code §16-2 specifically notes that these statutes "are hereby adopted and incorporated herein by reference..."

Under Current State Law a Village President has Unilateral Authority to Appoint Plan Commissioners

Wis. Stat. Sec. 62.23(1)(d) discusses specifically how appointments to the Plan Commission are to be made. Subpart (d) reads as follows:

(d) The members of the commission shall be appointed to hold office for a period of 3 years. **Appointments shall be made by the mayor** during the month of April for terms that expire in April or at any other time if a vacancy occurs during the middle of a term.

By operation of Wis. Stat. § 61.35, any reference to powers of a "mayor" also includes a "village president."

The Wisconsin Plan Commission Handbook, published by the Center for Land Use Education, also notes that in cities and villages, “plan commission members are appointed by the mayor, village president or town board chair for three-year terms...” The manual makes a distinction that only appointments in town’s are “subject to confirmation by the town board.” The difference for towns is due to a statute contained in Chapter 60 of the Wisconsin statutes (Towns”) unique to towns.

In 1997 the state legislature amended Wis. Stat. § 62.23(1)(b), and at the time it read as follows:

The alderperson member of the commission shall be elected by a majority vote of the council, upon the creation of the commission, and during each April thereafter.

This portion of the statute has been repealed. In fact, there is no longer a Wis. Stat. Sec. 62.23(1)(b) at all. Current state law gives the Village President inherent authority to make the unilateral appointment without further approval. Current Village Code § 16-2, which makes Plan Commission appointments subject to Board approval, is a remnant from when the state statute specifically required such action.

Even under the current statutory framework, a Village President could still elect to seek assistance from the Village Board in choosing members of the Commission. In such a situation, the vote of the Village Board would then essentially constitute an advisory opinion, but the appointment would still technically be made by the President.

Under Current State Law all Plan Commissioner Terms are Listed at Three Years

The former version of Wis. Stat. § 62.23 indicated that the City Alderperson or Village Board members of a Plan Commission were to be appointed “each April” for one-year terms. Under the current statute, there is no distinction between the term length of a citizen committee member and Board member. They are all listed at three years. The attached prospective ordinance amends Village Code § 16-2 to make the term of office of the Village Board member on the Plan Commission three years, or until they lose elective office, whichever is less.

It must also be noted that pursuant to Wis. Stat. § 17.13, members of a Village Plan Commission may also be removed unilaterally “at pleasure” by a Village President. As a result, even though the office terms are three years, the Village President may still elect to replace on a more frequent interval if they so choose.

The enclosed prospective ordinance harmonizes the Shorewood Village Code with state law.

ORDINANCE NO. 3033

An Ordinance repealing and replacing Section 16-2, “Organization, Powers, duties and qualifications”) of Village of Shorewood Municipal Code

At a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin held on this 18th day of October 2021, a quorum being present and a majority of the Board voting therefore, said Board finds:

WHEREAS; an amendment to Village Code § 16-2, “Organization, powers, duties, and qualifications,” of Article I, “Plan Commission,” of Chapter 16, “Boards, Commissions and Committees” is warranted to harmonize with state law: and

WHEREAS the amended Ordinance will reflect the inherent unilateral authority of a Village President to appoint Village Plan Commissioners under state law; and

WHEREAS the amended Ordinance will reflect current state law indicating that the terms of all Plan Commissioners are three years;

NOW THEREFORE, at a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, held on the 18th day of October 2021, by a favorable vote of the members being present and therefore, said Board does ordain as follows:

SECTION 1

Section 16-2, “Organization, powers, duties and qualifications,” of Article I, Plan Commission, of Chapter 16, “Boards, Commissions and Committees,” of the General Ordinances of the Village of Shorewood, are hereby repealed and replaced as follows:

§ 16-2. Organization, powers, duties and qualifications.

The organization, powers, duties and qualifications of the Village Plan Commission and the members thereof shall be as set forth in the provisions of §§ 61.35 and 62.23, Wis. Stats., as follows:

A. The membership of said Commission shall include the Village President as Chair, a Village Trustee, and five citizen members who shall be residents of the Village and who shall be appointed by the Village President.

B. The members of the Commission shall be appointed to hold office for a period of 3 years. Appointments shall be made by the Village President during the month of April for terms that expire in April, or at any other time if a vacancy occurs during the middle of a term. The Village

Trustee or Village President shall vacate their office on the Plan Commission immediately upon the expiration or termination of their term as Village Trustee or Village President.

C. Members shall continue in office until successors have been appointed, except in relation to the Village Trustee representative of the Commission or Village President, as noted above.

D. The Village Planner and the Village Building Inspector shall be ex officio nonvoting members.

SECTION 2

That all Ordinances or parts of Ordinances conflicting with the provisions of this Ordinance are hereby to such extent repealed.

SECTION 3

That this Ordinance shall take effect and be in force after its passage and posting.

PASSED AND ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, this 18th day of October 2021.

Ann McCullough McKaig, Village President

Countersigned:

Rebecca Ewald, Acting Village Clerk



VILLAGE OF SHOREWOOD

REPORTS AND PRESENTATIONS TO VILLAGE BOARD

Agenda Item: Discussion of Ordinance 3034: An ordinance amendment related to modifications to Chapter 535 Zoning Article IX Off-Street Parking.

Date: October 14, 2021

Presenter: Bart Griepentrog, AICP

Department: Planning and Development

History – Please include a timeline of historical relevant events related to this agenda item. This may include previous Village Board action, policies, planning documents, etc. If able, hyperlink to previous agenda packets (include page number) to reference information. If there is no relevant history, N/A should be entered in this space.

New information has been included with red font.

This memo is a continuation from a memo that was published for consideration at the September 8, 2021, Village Board meeting. At [that meeting](#), the motion to adopt the recommended changes failed to receive a majority of those present by a vote of 3-2 with one abstention. The majority of the discussion focused on the proposed 1:1 ratio for multi-family developments. Later in the meeting the Village Board voted 5-1 to further discuss the matter at a future meeting of the Committee of the Whole. However, no time was available within the Committee of the Whole meeting, so further discussion has been scheduled to take place within the regular October 18th meeting. Direction on future action is being requested.

In 2018, the Plan Commission listed their top initiative as an update to the Village’s Comprehensive Plan. That update was completed on April 21, 2021 by adoption of the [Village of Shorewood Comprehensive Plan 2040](#). The second initiative listed was to “research/revise off-street parking requirements.” That initiative also subsequently topped the Plan Commission’s list in both 2019 and 2020 and was further supported by a recommendation within the Village’s [Transportation and Parking Analysis](#), which recommended an update to the ratios and requirements to mitigate the need for special exceptions (page 56).

This initiative aligned with greater general planning practice, which in recent decades has debated both the actual and societal costs of off-street parking provisions. Off-street requirements gained favor in eras of greater suburbanization and run counter to Shorewood’s streetcar suburb development pattern and sustainability ethos, which values environmentalism, density and walkability. For reference, Shorewood’s off-street parking regulations were first adopted in 1951 via Ordinance 688.

Off-street parking requirements were replicated municipality by municipality in what has become to be known as “zoning by Xerox,” which did not take into account local contexts. Most recently, municipalities have taken up the issue in terms of affordability and equity, citing the high costs associated with requiring the development of parking spaces. As noted in a recent Milwaukee Journal Sentinel article entitled [“A Shorewood apartment development would have limited parking spaces. That upsets neighbors but reflects a national trend.”](#), many municipalities have begun reducing or

eliminating parking requirements. The article notes that the City of Milwaukee reduced their parking requirements in 2002 as part of their zoning code overhaul.

Discussion of parking reform (and other exclusionary zoning matters) intersects with discussion of housing affordability with respect to what is allowed to be built in communities. An article published in 2018 by the American Planning Association titled "[People over Parking](#)" notes that parking costs a lot to build, and those costs are passed directly onto the tenants. It further references the typical cost renters pay per month for parking to be \$142, which correlates to an increase of 17% of rent towards parking.

As previously shared with the Plan Commission, the Congress for the New Urbanism's [Enabling Better Places Users' Guide to Zoning Reform](#), which was developed in similar Midwestern context, provides short-term and mid-term fixes to allow communities to ease into these discussions. Notably, the guide offers recommendations for parking reform [on page 22](#), including the establishment of on-street parking (which Shorewood enacted on January 1, 2021) and reduction of minimum parking requirements in Main Street districts and their adjacent neighborhoods. It notes that "mismatch is particularly important where buildings are older and properties are small, and it is difficult or impossible to add new parking." Further steps include discussion of eliminating the requirements all together, understanding that market conditions and lending practices are often more relevant to identifying how much off-street parking should be provided, rather than arbitrary municipal standards. It notes that municipalities should be focused on where the parking is located, not how much is provided.

Recent discussion of modifications has included hesitancy based on a supposed decline in transit ridership. Jeff Sponcia, Planning Manager at MCTS was asked to comment on that topic and noted that "Shorewood is receiving MORE high quality, fast and frequent transit service in recent years." He further noted that "During and after COVID-19, ridership is proving to not be as important as frequency, access, etc. Are we giving residents ample opportunities to ride, to get out of their vehicles and taking them places they need to go so they don't feel they have to rely solely on a car?"

An overview of off-street parking requirements and possible modifications are was presented to the Plan Commission for discussion and at their [June 22, 2021](#) and [July 27, 2021](#) meetings. At the June 22nd meeting, staff presented an overview of the current regulations and questions for possible modifications. After discussion, the Plan Commission requested that staff bring back a proposal for review, inclusive of updates to applicability, use categories, scheduled requirements, including possible credits and minimum thresholds, general requirements, special exception notices and articles on parking information and trends (see attached). Those materials, including public comment were published in the [July 27, 2021 Plan Commission Meeting Packet](#). At the conclusion of the July 27th meeting, the Plan Commission voted 5-2 to recommend that the Village Board adopt an ordinance amendment to update the existing regulations.

Agenda Item Discussion – Please provide a summary of the agenda item along with bullet points highlighting the main items and key issues to be discussed.

The Village’s Off-Street Parking requirements are detailed within the Village Code in [Article IX](#) of Chapter 535 Zoning. As a general starter, per [535-50](#), these requirements are applicable as follows:

The provisions of this chapter related to required parking facilities, lots or spaces shall apply only to new buildings or structures and to substantially altered buildings or structures.

However, all facilities, lots or spaces used for the parking of vehicles shall be used, maintained and operated as required under this chapter.

Substantially altered buildings are defined as buildings with alterations where “more than 50% of the assessed value, as equalized, of the building or structure are affected.” This is often difficult to confirm and rarely triggered in the commercial district where commercial tenants often only occupy portions of multi-story/use buildings.

Additionally, [535-46A\(2\)](#) states that “No occupancy or use permit shall be issued wherever required unless the required parking spaces shall have been provided on the approved plan or as hereinafter allowed.” However, occupancy and use permits do not always relate to newly constructed or substantially altered buildings.

Within the proposed code update, staff is suggesting that new buildings or structures, substantially enlarged buildings or structures or changes in use classification be the trigger for off-street parking requirements. A substantial enlargement would be defined as “an addition that adds 25% or more to the building’s total floor area or 2,500 sq. ft., whichever is less.” This would clarify that existing land use and development patterns may be continued and reused, without need for conformance or special exceptions. Conformance would continue to be triggered by redevelopment, but also refocused towards substantial enlargements and use changes, and not be based on the value of improvements. Use changes would be triggered by conversions to/from the following occupancy categories: assembly, business, educational, factory, high hazard, institutional, mercantile, residential, storage and utility/miscellaneous. (See 535-46, **including technical updates since the September 8 consideration**)

Moving beyond confirmation of the applicability of this article, the schedule of requirements defined in [535-47](#) has been the most often discussed in need of review. It is split into the following categories:

- A. Dwelling and lodging uses.
- B. Schools, institutions, auditoriums and other places of assembly.
- C. Recreational uses, commercial and non-commercial.
- D. Business district uses.

A. Dwelling and lodging uses are further split into four categories: hotels, commercially-zoned multi-family dwelling units; residentially-zoned multi-family dwelling units, and one- and two-family dwellings. Except for guest parking, all parking spaces associated with multi-family and one- and two-family dwellings are required to be located within enclosed garages.

Hotels	One space per lodging unit, plus additional spaces as required for affiliated uses
Commercially-zoned multi-family dwelling units	1.75 spaces per dwelling unit
Residentially-zoned multi-family dwelling units	
One bedroom unit	One space per unit
Two bedroom unit	1.25 spaces per unit
Three bedroom unit	1.5 spaces per unit
Guest parking	One space per 10 units
One- and Two-family dwellings	One space per unit

The recently adopted [Village of Shorewood Comprehensive Plan 2040](#) detailed four [strategic directions](#), three of which related to aspects of redevelopment: (1) Ensure redevelopment on Capitol and Oakland meets community goals; (2) Promote inclusivity, racial equity and diversity in Shorewood; and, (3) Work toward an affordable cost of living for all Shorewood residents. Reviewing parking requirements can be seen as a first step in the process of implementation.

Most notably, staff would recommend consideration that the Village enact consistency across parking standards for dwelling and lodging uses at one space per unit. In order to simplify the code, staff is also suggesting that multi-family dwellings be considered the same within all of the Village’s zoning districts. This change would better reflect the Village’s historical development pattern, which currently provides only 0.34 parking spaces per multi-family units, align more closely with neighboring municipalities, allow greater opportunity for small-scale redevelopment, and treat dwelling unit types more equitably. A spreadsheet detailing existing multi-family apartments alongside their number of units, required parking and provided parking has been provided for reference. (Mixed use properties were not included, as staff was unable to verify the allocation of stalls to users.)

During and after the September 8th consideration, staff was requested to provide additional ratios for multi-family developments from other municipalities for reference. Seen to be the most comparable, staff discussed these ratios with staff from both Whitefish Bay and Wauwatosa. Those discussions highlighted similar experience in approving most new multi-family or mixed-use developments through Planned Development Districts, which except traditional code requirements. It should also be noted that Wauwatosa does not allow on-street parking and Whitefish Bay limits overnight parking to the portion of the street abutting property that is owned, rented or otherwise occupied by the requestor. Thus making off-street parking more important, since on-street spaces are not as accessible as they are in Shorewood.

See chart on the following page.

Municipality (district, if applicable)	Multi-family parking ratio
Shorewood (commercial districts)	1.75 spaces per unit
Shorewood (multi-family residential districts)	1 space per efficiency/1BR unit; 1.25 spaces per 2BR unit; 1.50 spaces per 3 BR unit; plus 1 space per 10 units for guest parking
Milwaukee (RM5-RM7 high density districts)	.67 spaces per unit, with available reductions
Milwaukee (RM1-RM4 low/medium density districts)	1 space per unit, with available reductions
Whitefish Bay	1.5 spaces per unit, plus 1 space for every 10 units for guest parking
Wauwatosa	1 space per studio/1BR unit; 1.5 spaces per 2BR unit; 2.0 spaces per 3+BR unit; 1 space per senior housing unit
Glendale	1.5 spaces per unit; 0.75 spaces per elderly housing units
West Allis	1.5 spaces per 0-1BR unit; 2 spaces per 2BR unit; 2.5 spaces per 3BR; and 0.5 spaces for each BR over 3

Staff was requested to provide information as to how other municipalities may treat parking ratios different by context, such as density, street width or available parking. As noted above, [Milwaukee](#) has different ratios for its low/medium density multi-family districts (RM1-RM3) and its high-density multi-family districts (RM4-RM7). Milwaukee also recognizes available parking in their requirements and allows reductions for off-street parking within 700 feet, immediately adjacent on-street parking, shared parking facilities, and locations within 1,000 ft. of a bus stop. No other local municipality differentiates, with the exception of specified reductions for senior/elderly housing.

Staff was also requested to do scenario planning for maximum density of an area identified as [susceptible to change](#). For purposes of this exercise, the vacant lots located at 4300 N. Oakland Ave and 1808 E. Marion St. The properties are zoned B-2, which allows multi-family development up to four stories. The combined area of these lots is just under 13,500 sq., which is slightly smaller than the recently proposed redevelopment at 2418, 2420 and 2428 E. Capitol Drive, which has 14 units per floor. In this scenario, it is assumed that 12 units per floor could be developed. If all four floors were developed a total of 48 units could be built.



Using minimum dimensions of an 18 ft. long by 9 ft. wide parking stall with a 22 ft. drive aisle, staff estimates that a maximum of approximately 40 underground parking spaces could possibly be provided. With a 1:1 ratio, 48 stalls would need to be included; with a 1:1.25 ratio, 60 stalls would need to be included; with a 1:1.5 ratio, 72 stalls would need to be included. Approximately 8 on-street parking spaces are immediately adjacent to the site, so the reduced requirements with a 1:1 ratio would be 40, with a 1:1.25 would be 52, and with a 1:1.5 ratio would be 64.

(For reference, the Charleston East apartment building across the street at 4333 N Oakland Ave., which was built in 1968, has 48 units and provides 47 parking spaces, representing a ratio of 0.98 per unit.)

One- and two-family dwellings would also be uniformly required to provide one space per dwelling. No changes to hotel uses are proposed. (See 535-47A)

B. Schools, institutions, auditoriums and other places of assembly require various amounts, ranging from the number or parking spaces per seats offered, square footage available, student capacity or employees.

Auditoriums, gymnasiums, stadiums, grandstands, meeting halls, exhibition halls and said categories as accessory uses to schools, churches and other institutional establishments	One space for every five seats or 90 linear inches of seating space
Churches	One space for every six seats or 108 linear inches of seating space
Hospitals	One space for each four beds, plus one space for each staff or visiting doctor, plus one space for each four employees
Libraries, museums, galleries and aquariums	One space for every 500 sq. ft. of floor area
Nursing homes	One space for every six beds, plus one space for every four employees (based on maximum shift)
Colleges, universities, junior colleges, high schools and other institutions of higher learning	One space for every seven students (based on maximum number), plus one space for each employee
Junior high schools, elementary schools and nursery schools	One space for each employee

Staff is proposing to rename this category as “Educational, Institutional and Other Assembly Uses.” In order to simplify the code, a general requirement of one space for every 500 sq. ft. of floor area or five seats at maximum capacity, whichever is most applicable, is proposed. Requirements to hospitals and nursing homes would be merged and defined into their own category. Schools would be split into primary and secondary categories with slight updates to requirements for secondary schools that align with the employee parking defined in hospitals and nursing homes.

C. Recreational facilities for both commercial and non-commercial uses require one space for every four persons at maximum capacity, plus one for each employee.

Staff is recommending that this section be eliminated.

D. Business district uses generally require one space per 250 sq. ft. of floor area for retail or office use, unless further specified.

Automobile service [and gas] stations	Three spaces per service stall and one space per island of gas pumps
Banks	One space for every 300 sq. ft. of floor area, plus one space per employee
Beauty parlors	One space per 100 sq. ft. of floor area
Public utilities or public service buildings containing machinery and equipment	One space for every employee (minimum of three)
Funeral homes	One space per 100 sq. ft. of floor area
Medical and dental offices	Four spaces per doctor/dentist, plus one space per each employee (maximum shift)
Restaurants	20 spaces per 1,000 sq. ft. of floor area for sit down restaurants
Other uses	Most similar, as determined by Planning and Zoning Administrator

Similar to the Educational, Institutional and Other Assembly category, staff is recommending that the Business district uses category provide more general requirements. Acknowledging the already built-out nature of the district, a desire to maintain walkability, and an understanding of the generally small-scale spaces that currently exist, staff is proposing to exempt the first 2,500 sq. ft. of space from off-street parking requirements. Staff believes this also aligns with the [Village's 2025 Vision Statement](#), which seeks a “vibrant urban community” with “attractive and thriving local service, retail and hospitality businesses.” Commercial space beyond that would require one space for every additional 500 sq. ft. above the first 2,500 sq. ft. [For reference, Fiddleheads Coffee, which occupies 1,900 sq. ft., was provided a Special Exception via the Plan Commission in 2020.]

Due to their unique impacts, the specific use category for automobile service stations would be maintained. The medical and dental category would be expanded to specifically include veterinary clinics and updated to require parking to be considered as a part of a conditional use permit, with the general guidance of four spaces per practitioner.

Based on feedback received at the June 22nd Plan Commission meeting, staff is proposing to add a section for Adjustments to Requirements. As drafted, this section would allow adjacent, on-street parking to be counted towards off-street requirements, subject to the parking being available to all members of the public. Staff had initially considered providing credits for access to transit, but realized that the entire corridor would qualify.

Section [535-49](#) provides general requirements for all parking areas, including accessibility, location, materials, lighting, dimensions, screening, quantity, permission, “vehicle” type and maintenance. (See the attached full details of the Article attached to this memo.)

Staff is recommending that the general requirements section be updated, as well. As defined within the draft, “tandem” parking spaces would be allowed to count towards requirements, if they are controlled by the same household/dwelling unit. [For reference, the Cornerstone redevelopment at 4510 N. Oakland Ave. was allowed to install tandem spaces, where vehicles controlled by the same household would park one in front of the other, similar to that of a residential driveway, within their Planned Development District approval in 2010.] Wheel stop requirements would be removed. The screening of parking lots would be triggered for review upon new occupancy and shall be subject to the review of the Design Review Board. The code would be modified to allow up to two unenclosed parking spaces for one- and two-family dwellings, if compliant with green space requirements (30% of the lot), as opposed to only one per dwelling. And, screening requirements on residential lots would be limited to the street side yards.

Lastly, section [535-51](#) outlines a process by which applicants may seek a Special Exception to any of the provisions within this article. It contains factors of consideration, application and review procedures, including an appeals process.

Based on feedback received by the Plan Commission and staff during recent applications, the proposed amendment would initiate the same notice and public hearing requirements for special exceptions as conditional use permits. Prior to consideration, applications would be subject to a class II notice in the Village newspaper and mailed notices to the owners of record of properties within 200 ft.

Community and Business Outreach – *If applicable, did you notify the community groups and businesses that are directly impacted by this agenda item. Please specify in attached communication plan how community groups and businesses will be informed of action after Village Board consideration.*

Yes No

Publication of the proposed ordinance amendment took place through a required class II notice in the official Village newspaper. Two publicly noticed Plan Commission meetings were held to discuss the matter, and the Planning & Development Director attended the July 21, 2021 BID meeting to solicit additional feedback. Public comment was taken through a public hearing held on September 8, 2021 and was recorded in the [minutes](#).

Action Required / Recommended – Please include the recommended motion or required action for this agenda item.

I move to **direct staff to bring back** Ordinance 3034: An ordinance amendment related to modifications to Chapter 535 Zoning Article IX Off-Street Parking, **(as presented)** or **(with the following modifications:)**. **Staff will schedule future consideration as directed and available.**

Fiscal Note / Budget Impact – Please include the budget impact for this agenda item.

N/A

Attachments – Please list the following attachments and supporting documents for this agenda item.

1. Apartment data (buildings by units, parking required/provided, date of construction)
2. Chapter 535 Article IX Off-Street Parking (redlined suggested changes)
3. Draft Ordinance 3034: An ordinance amendment related to modifications to Chapter 535 Zoning Article IX Off-Street Parking.
4. Parking Articles – provided to the Plan Commission as part of their July 27, 2021 packet

PARCEL #	PROPERTY ADDRESS	NAME (OWNER)	# UNITS	REQUIRED OFF-STREET PARKING (1:1.75)	PROVIDED OFF-STREET PARKING	ACTUAL RATIO	YEAR OF CONSTRUCTION
276-0778-000	2121 E CAPITOL DR	The Annason (Katz)	63	111	12	0.19	1931
275-8987-006	1700 E RIVER PK	River Park	213	373	54	0.25	1975
237-0223-000	4442 N OAKLAND AVE	Wilshire (Shoreline)	25	44	0	0.00	1932
237-0229-000	4480 N OAKLAND AVE	(Eastmore)	24	42	0	0.00	1931
236-0006-000	4455 N OAKLAND AVE	(Blankenstein Enterprises)	24	42	0	0.00	1928
236-0005-000	4459 N OAKLAND AVE	Savannah	18	32	0	0.00	1927
240-0415-000	1428 E CAPITOL DR	(Eastmore)	21	37	0	0.00	1929
275-8987-005	1600 E RIVER PK	River Park	214	375	54	0.25	1977
240-0139-000	4221 N OAKLAND AVE	Stratford Apartments (Shoreline)	19	34	0	0.00	1928
276-0716-000	3909 N MURRAY AVE	Fountainview	102	179	90	0.88	1965
276-0714-000	3955 N MURRAY AVE	Villager (Edgewater)	48	84	47	0.98	1962
240-0414-000	1420 E CAPITOL DR	(Eastmore)	20	35	0	0.00	1929
275-1024-000	1717 E NEWTON AVE	(Joseph Trust)	13	23	4	0.31	1928
237-0228-000	4474 N OAKLAND AVE	(Eastmore)	18	32	3	0.17	1930
237-0226-000	4460 N OAKLAND AVE	(Optimum)	18	32	2	0.11	1929
237-0227-000	4468 N OAKLAND AVE	(Eastmore)	18	32	2	0.11	1929
276-0603-000	3950 N FARWELL AVE	Casanova Apts	36	63	20	0.56	1927
276-0715-000	3939 N MURRAY AVE	Shorewood East (GG 3939)	48	84	48	1.00	1964
276-0766-000	3948 N MURRAY AVE	(Capital 47, Eastmore)	12	21	9	0.75	1928
275-1023-000	1721 E NEWTON AVE	(JAH 13)	12	21	0	0.00	1927
275-1001-000	1720 E NEWTON AVE	(MK Field Four)	12	21	0	0.00	1927
275-1002-000	1716 E NEWTON AVE	(Capital 47, Eastmore)	12	21	0	0.00	1927
239-0079-000	4001 N PROSPECT AVE	(Shoreline)	35	62	32	0.91	1926
240-0016-000	1320 E CAPITOL DR	(Capital IJS, Eastmore)	30	53	30	1.00	1964
239-0310-000	1809 E MARION ST	Marion Manor (Shoreline)	24	42	0	0.00	1925
240-0258-000	4333 N OAKLAND AVE	Charleston East	48	84	47	0.98	1968
239-0164-000	4428 N OAKLAND AVE	Danbury (Shoreline)	13	23	6	0.46	1930
239-0165-000	4422 N OAKLAND AVE	(1800-1804 E North Ave / Golderberg Family)	13	23	6	0.46	1930
275-1117-000	3833 N OAKLAND AVE	(Robert Nash/Pech Property)	13	23	6	0.46	1928
276-0733-000	3975 N CRAMER ST	Capital Crest (Key Management)	18	32	20	1.11	1956
275-1118-000	3825 N OAKLAND AVE	(Capital 45, Eastmore)	13	23	6	0.46	1928
239-0679-000	1900 E CAPITOL DR	Paramount (Edgewater)	27	48	27	1.00	1958
275-1119-000	3819 N OAKLAND AVE	(Diversified Prop, Oakland)	12	21	6	0.50	1927
239-0306-000	1800 E OLIVE ST	(Eastmore)	12	21	0	0.00	1928
240-0356-000	4008 N MORRIS BL	(Bradshaw)	13	23	7	0.54	1928
240-0357-000	4000 N MORRIS BL	(Neufeld-Kaplan)	13	23	5	0.38	1928
240-0013-000	1315 E ELMDALE CT	(BTS5)	25	44	34	1.36	1968
236-0451-000	4272 N WILSON DR	(Capital 45, Eastmore)	14	25	6	0.43	1931
276-0604-000	3951 N FARWELL AVE	(Contardi)	12	21	0	0.00	1924
239-0595-000	1801 E JARVIS ST	(Decker Real Estate)	12	21	0	0.00	1926
275-1148-000	1723 E BEVERLY RD	(Atlas Properties)	9	16	0	0.00	1926
239-9999-000	1809 E LAKE BLUFF BL	(Joy Frederick)	12	21	0	0.00	1926
276-0557-000	3532 N OAKLAND AVE	(William Ho)	8	14	5	0.63	1928
276-0558-000	3540 N OAKLAND AVE	(Shoreland Holdings)	8	14	6	0.75	1928
276-0559-000	3546 N OAKLAND AVE	(3546 Company)	8	14	5	0.63	1928
276-0560-000	3552 N OAKLAND AVE	(St. James Estates)	8	14	7	0.88	1928
276-0561-000	3560 N OAKLAND AVE	(Lots LTD)	8	14	5	0.63	1928
276-0563-000	3576 N OAKLAND AVE	(Friedman Trustee)	8	14	4	0.50	1927
239-0381-000	1809/1807 E OLIVE ST	(Capital 46, Eastmore)	12	21	1	0.08	1928
275-1149-000	1717 E BEVERLY RD	Casanova Apts	8	14	0	0.00	1926
239-0377-000	1808/1806 E WOOD PL	(Eastwood Apartments)	12	21	0	0.00	1928
239-0596-000	1800 E KENMORE PL	(Katz)	8	14	0	0.00	1926
275-1121-000	1714 E BEVERLY RD	(Capital 47, Eastmore)	8	14	0	0.00	1926
276-0169-000	3582 N OAKLAND AVE	(Gad Trustee)	8	14	0	0.00	1925
239-0594-000	1807 E JARVIS ST	(Jane Maley)	8	14	0	0.00	1926
236-0174-000	1714 E KENSINGTON BL	(LA2)	6	11	2	0.33	1925
241-1013-000	4305 N MARLBOROUGH DR	(Joel Pech)	11	20	5	0.45	1931
239-0080-000	4006/4000 N FARWELL AVE	(Capitol Farwell)	18	32	19	1.06	1952
239-0597-000	1806 E KENMORE PL	(Katz)	8	14	0	0.00	1925
236-0502-000	4205 N OLSEN AVE	(Peck Family Investments)	6	11	4	0.67	1945
276-0659-000	2318/2316 E BEVERLY RD	(Slava & Olga Tuzhilkov)	9	16	0	0.00	1917
276-0265-000	3554 N PROSPECT AVE	(Joel Pech)	8	14	6	0.75	1920
276-0030-000	3820 N OAKLAND AVE	(Joseph & Wendy Scherwenka)	8	14	10	1.25	1922
276-0562-000	3568 N OAKLAND AVE	(St. James Estates)	8	14	6	0.75	1921
236-0499-000	4304 N ALPINE AVE	(Ferrara Rev Trust)	6	11	6	1.00	1945
240-9984-000	1552/1550 E CAPITOL DR	(2M Properties)	8	14	12	1.50	1943
239-0673-000	1805 E ELMDALE CT	(York Hill Capital)	6	11	6	1.00	1926
276-0293-000	2200 E STRATFORD CT	(Carl Mueller)	6	11	2	0.33	1918
240-9985-000	1562/1560 E CAPITOL DR	(2M Properties)	8	14	12	1.50	1943
241-1004-000	4305 N SHEFFIELD AVE	(Sharon Kerbs)	6	11	5	0.83	1943
241-1010-000	4304 N SHEFFIELD AVE	(Howard Siegman)	6	11	6	1.00	1944
236-0534-000	1204 E OLIVE ST	(Wayne Lutynski)	6	11	4	0.67	1945
241-1036-000	4314 N WILSON DR	(David & Linda Schulz)	6	11	5	0.83	1943
241-1038-000	4302 N WILSON DR	(Joel Pech)	6	11	8	1.33	1943
240-0411-000	4006 N WOODBURN ST	(William Ho)	4	7	0	0.00	1944
240-0421-000	1401/1403 E ELMDALE CT	(Joseph & Diana Dean)	4	7	6	1.50	1927
241-1037-000	4308 N WILSON DR	(Sharon Kerbs)	6	11	5	0.83	1943
241-1002-000	4378 N WILSON DR	(Timothy & Laroye Brusnahan)	6	11	8	1.33	1943
239-0648-000	1804 E ELMDALE CT	(Dittmann Family Trust)	7	13	6	0.86	1926
276-0576-000	3951 N PROSPECT AVE	(Prospect Capital)	6	11	3	0.50	1915

236-0531-000	4204 N OLSEN AVE	(Ferrara Rev Trust)	6	11	3	0.50	1945
236-0501-000	4244 N WILSON DR	(Ott Rev Trust)	6	11	5	0.83	1945
241-1035-000	4320 N WILSON DR	(Joel Pech)	6	11	8	1.33	1943
241-1003-000	4370 N WILSON DR	(Sharon Kerbs)	6	11	4	0.67	1943
241-1011-000	4348 N WILSON DR	(Grimmer)	6	11	7	1.17	1944
276-0658-000	3807 N PROSPECT AVE	(Premier 3807 Prospect)	6	11	0	0.00	1920
236-0500-000	4250 N WILSON DR	(Ferrara Rev Trust)	6	11	4	0.67	1945
241-1012-000	4340 N WILSON DR	(Wayne Lutynski)	6	11	6	1.00	1944
241-1000-000	4392 N WILSON DR	(Hansa & Chanderbhan Choithani)	6	11	5	0.83	1943
236-0532-000	4214 N WILSON DR	(Leto)	6	11	4	0.67	1945
241-1001-000	4384 N WILSON DR	(Wayne Lutynski)	6	11	8	1.33	1943
236-0533-000	4206 N WILSON DR	(Cardinale)	6	11	4	0.67	1945
276-0689-000	2221-2219 E BEVERLY	(Michael Vittuci)	5	9	6	1.20	1918
236-0450-000	4282 N WILSON DR	(Joel Pech)	4	7	6	1.50	1947
236-0448-000	4290 N WILSON DR	(Joel Pech)	4	7	6	1.50	1947
236-0449-000	4286 N WILSON DR	(Joel Pech)	4	7	6	1.50	1947
275-1000-000	3715 N OAKLAND AVE	(Heidi Neizow-Semholz)	4	7	4	1.00	1947
235-0051-000	4400 N WILSON DR	Colonial Court (Karademas)	218	382	318	1.46	1947
			1960	3430	1166	0.34	

Chapter 535

Article IX Off-Street Parking

§ 535-45. Definitions.

As used in this article, the following terms shall have the meanings indicated:

EMPLOYEES, NUMBER OF

The greatest number of persons to be employed at any one period during the day or night on the premises.

FLOOR AREA

Unless otherwise specified herein, shall mean the sum of the gross horizontal area of the several floors of the building or structure, excluding all areas that are devoted exclusively to storage or other accessory uses; all horizontal dimensions shall be measured from the inside of the exterior walls.

MOBILE HOME

A vehicle designed to be driven or drawn upon a highway by a motor vehicle and designed, equipped and used or intended to be used primarily for sleeping, eating and living quarters, and shall include trailers, campers, motor homes and the like.

MULTIFAMILY DWELLING

Housing facilities for more than two families, including apartment houses, cooperatives, condominiums, row houses, townhouses and similar dwellings.

NUISANCE

The act of spreading or depositing stones, rocks, loose materials or dust from or upon said parking facilities, lots or spaces; or permitting, causing or making disturbing noises resulting from the use of said parking facilities, lots or spaces; or lighting of said parking facilities, lots or spaces or the use of vehicular lights which shall be so bright or glaring as to disturb the comfort, quiet and repose of persons in the vicinity; or permitting, causing or allowing said parking facilities, lots or spaces or surrounding areas or vehicles parked or stored thereon to become unsightly or in disrepair due to inadequate maintenance. Each such act is hereby declared to be detrimental to the public health, safety and welfare.

NURSING HOME

Any place which is devoted primarily to the maintenance and operation of facilities for the care of the elderly, chronically ill, infirm individuals or incurable persons, or a place of rest for those persons suffering bodily disorders, in which three or more persons, not members of the family residing on the premises, are received and provided with food, shelter and care, but such facilities shall not include hospitals, clinics, diagnostic treatment centers, or other like uses.

OCCUPANTS, TOTAL NUMBER OF

Includes all employees plus any other person or persons frequenting or occupying the building, structure or premises at any one time for which parking is to be provided.

PARKING FACILITY

An area used for the parking of vehicles contained in a building or structure designed or adopted for the purpose of parking vehicles, or an area of land where the parking of vehicles is permitted under Village ordinances and subject to all of the provisions and conditions thereof.

PARKING LOT

Any outdoor area or uncovered plot, place or parcel of land or any portion thereof where more than two vehicles may be parked, but shall not include approved driveways thereunder, and shall be permitted in accordance with the provisions of § 535-29 of this chapter.

PARKING SPACE

An area used for the parking of a vehicle.

PARKING STRUCTURE

Parking spaces and adjacent access drives, aisles and ramps that are located in a structure with two or more levels where the parking structure is not the principal use of the premises; this term may include parking spaces that are integrated into a larger structure that houses the principal use of the premises.

[Added 10-20-2008 by Ord. No. 1944]

SUBSTANTIAL ENLARGEMENT

~~More than 50% of the assessed value, as equalized, of the building or structure affected. An addition that adds 25% or more to the building's total floor area or 2,500 sq. ft., whichever is less.~~

VEHICLE

Every device, in, upon or by which any person or property is or may be transported or drawn upon a highway, and shall include boats and mobile homes but not bicycles for which separate storage space shall be provided.

§ 535-46. Applicability and authority to require parking facilities.

~~Unless otherwise specified, the provisions of this chapter related to required parking facilities, lots or spaces shall apply only to new buildings or structures, substantially enlarged buildings or structures or changes in use classification. However, all facilities, lots or spaces used for the parking of vehicles shall be used, maintained, and operated as required under this chapter.~~

A. Building ~~permit~~; and occupancy ~~or-use~~ permits.

- (1) No building permit shall be issued for a new building or for a substantial ~~alterations or~~ enlargements ~~or for~~ any existing building, unless there is included with the application and plans for such structure, ~~alteration~~ or enlargement a ~~plot~~ plan showing the required ~~special purpose~~ off-street parking spaces, in accordance with § 535-47 hereof.
- (2) No occupancy ~~or-use~~ permit shall be issued ~~involving a change of use classification, as determined by the building code, wherever required~~ unless the required parking spaces shall have been provided on the approved plan or as hereinafter allowed.
- (3) The maximum number of parking spaces which may be included within a parking lot is 100 parking spaces. Where the total required parking under § 535-47 exceeds 100 spaces, no permit may be issued unless the plans for construction, alteration or enlargement include a parking structure as part of the plan. At a minimum, 50% of the total required parking spaces shall be in the structure. Where the parking structure borders or fronts the street, at least 50% of the street level area shall be occupied by one or more permitted uses or uses otherwise approved.

B. A permit shall be obtained by an owner or agent for the construction of any parking space, parking lot, parking facility, or appurtenance thereto, and for any driveway. A permit fee as provided by the Village Fee Schedule shall be payable upon the filing of an application for such permit.

§ 535-47. Schedule of requirements.

A. Dwelling and lodging uses.

- (1) Apartment hotels, hotels, motels and private clubs: one parking space per room or suite of rooms comprising a lodging unit, plus such additional spaces as may be required herein for affiliated uses, such as restaurant and bar facilities, meeting rooms and retail sales areas.
- (2) Multifamily dwelling units ~~in B-1 through B-4 Districts:~~ 1.00.75 parking spaces per dwelling unit.
 - (a) A minimum of 50% of parking in the B-4 District shall be underground or in an enclosed parking facility.
 - (b) All required parking for multifamily dwelling units, except guest parking, shall be provided in an approved garage, except in the B-4 District.

~~(3) Multifamily dwelling units in all Residence Districts R-1 through R-10:~~

- ~~(a) Efficiency and one-bedroom units: one parking space per dwelling unit.~~
- ~~(b) Two-bedroom dwelling units: 1.25 parking spaces per dwelling unit.~~
- ~~(c) Three or more bedroom units: 1 1/2 parking spaces per dwelling unit.~~
- ~~(d) In addition to the above requirements: one parking space per 10 units for guest parking and servicing the facility.~~
- ~~(e) All required parking for multifamily dwelling units, except guest parking, shall be provided in an approved garage.~~

(3) One- and two-family dwellings:

- (a) ~~Single family dwellings:~~ There shall be a minimum of one parking space per dwelling unit in an approved garage.
- ~~(b) Two family dwellings: one parking space in an approved garage per dwelling unit.~~
- (b) No vehicle except an automobile may be parked in the front setback or between adjacent residences when the parking area parallels an existing residence on the adjoining property. In addition, on corner lots, no vehicle except an automobile may be parked within the front setback of the property where located nor within the front setback of any adjacent property.

B. Educational, Institutional and Other Assembly Uses. ~~Schools, institutions, auditoriums and other places of assembly:~~

- (1) ~~Assembly and institutional uses, including churches, libraries and funeral homes, and auditoriums, gymnasiums, stadiums, grandstands, meeting halls, exhibition halls and said categories as accessory uses to schools, churches and other institutional establishments.~~
 - (a) One parking space for every 500 sq. ft. of floor area or five seats at maximum capacity ~~or for each 90 linear inches of seating space~~ in the main auditorium ~~or area of assembly hall, whichever is most applicable, unless specifically listed.~~

(b) When such facilities for public assembly are accessory to a school, church or other institution, and when approved by the Planning and Development Department, the required number of parking spaces may be reduced by the number of spaces provided as herein required for the applicable school, church or other institution.

~~(2) Churches: one parking space for every six seats or for each 108 linear inches of seating space.~~

(2) Hospitals and nursing homes: one parking space for each four beds, ~~plus one parking space for each staff or visiting doctor,~~ plus one parking space for each four employees.

~~(4) Libraries, museums, art galleries and aquariums: one parking space for every 500 square feet of floor area.~~

~~(5) Nursing homes: one parking space for every six beds, plus one parking space for every four employees, based on the maximum number of employees present at any one period during the day or night on the premises.~~

(3) Schools.

(a) Primary schools (junior high schools, elementary schools and nursery schools): one parking space for each faculty member or other employee.

(b) Secondary schools (colleges, universities, junior colleges, high schools and other institutions for higher learning): one parking space for every seven students, based upon the maximum number of students that can be accommodated in accordance with designed capacity, and one space for each four faculty members or other employees.

~~C. Recreational uses, commercial or noncommercial: one parking space for every four persons as per the designed capacity of the facility, plus one parking space for each employee.~~

C. Business district uses: one parking space per ~~250~~ 500 square feet of floor area above 2,500 sq. ft. for retail, service or office uses not specifically listed below.

(1) Automobile service stations: one parking space for each island of gasoline pumps, plus three parking spaces for each service stall.

~~(2) Banks and savings and loan associations: one parking space for every 300 square feet of floor area, plus one parking space for every three employees.~~

~~(3) Beauty parlors: one parking space for every 100 square feet of floor area.~~

~~(4) Public utilities or public service buildings containing machinery and equipment: one parking space for every employee present at any one time (minimum of three spaces) plus adequate loading and unloading space.~~

~~(5) Funeral homes: one parking space for every 100 square feet of floor area.~~

(2) Medical, and dental offices, and veterinary clinics: subject to review by the Plan Commission as a conditional use, with general guidance of four spaces per doctor, dentist or veterinarian; plus one space per each employee at the time the greatest number of employees are present.

~~(7) Restaurants: 20 parking spaces per 1,000 square feet of floor area for sit-down restaurants.~~

(3) Other uses. Parking spaces for other permitted uses that are not retail or office or not listed herein shall be provided in accordance with the requirements of the use most similar to the use proposed, to be determined by the Planning and Zoning Administrator or ~~his~~ their designee.

D. Adjustments to Requirements. For any use except one- and two-family dwellings, the number of parking spaces required for a particular use may be reduced in accordance with the following credits:

(1) One space for each on-street parking space that is located immediately adjacent to the site of the use, provided that such on-street space is available for public use during the hours of operation of the use. To qualify for this credit, an on-street parking space shall be in compliance with all village parking regulations and shall measure at least 20 feet long if a parallel space.

§ 535-48. Nuisances.

- A. All parking facilities, lots or spaces shall be constructed and maintained so as not to cause, create or permit a nuisance as defined in this article.
- B. In the event that any parking facility, lot or space becomes a nuisance as defined herein, the Building Inspector shall notify the owners or persons in charge of the parking facility, lot or space, by certified mail, to maintain, repair or beautify the same. If such notice is not complied with in a reasonable time from the date thereof, the Building Inspector shall maintain, repair, remove or replace, as the case may require, either by contract or by Village forces, and shall certify the costs thereof as provided by law, to have them levied as special charges against such property, and the Village Clerk is hereby authorized and directed to enter such charges onto the tax roll.

§ 535-49. General requirements for all parking areas.

- A. All parking spaces shall be directly accessible to driveways, alleys or streets without passing through other parking spaces, **unless controlled by the same household/dwelling unit.** Driveways, truck loading spaces and other required work and open spaces shall not be considered as parking spaces.
- B. In the Business Districts B-1 through B-4 at least 25% and in all other districts at least 75% of all parking facilities or spaces required hereunder shall be located on the same premises as the building to which assigned and shall either be owned by the person, firm or corporation required to provide such parking facilities or spaces pursuant to this article or such person, firm or corporation shall have use of such parking facilities or spaces during normal business hours and for so long a period as the use exists for which the parking spaces or facilities are required. In the Business Districts B-1 through B-4 no more than 75% and in all other districts no more than 25% of the parking facilities or spaces required herein shall be located off of the premises of the building to which assigned and in no case more than 400 feet from said building. More than one person, firm, or corporation may share a parking facility or space required hereunder, but in no event shall the total number of spaces available be less than the total number required under this article for each person, firm, or corporation sharing such facility. Further, in those cases where the person, firm, or corporation required to provide parking facilities or spaces must lease or rent them in order to comply with the parking code provisions, no building or occupancy permit shall be issued until a copy of a written agreement to lease said required facilities or spaces is filed with the Village; said agreement shall be kept in full force and effect for so long as said use and occupancy shall continue.
- C. All parking facilities, lots and spaces, and driveways serving the same, shall be hard surfaced, having a good and sufficient subbase with a concrete or asphaltic concrete overlay or asphaltic

penetrating coat thereon, free of dust, loose stones or gravel; said facilities, lots or spaces shall be adequately drained, subject to the approval of the Building Inspector.

(1) R-1 through R-6 Districts. All residential parking spaces and driveways shall have a good and sufficient subbase with overlay composed of concrete, asphalt, brick or stone pavers thereon; such spaces and driveways shall be adequately drained subject to the approval of the Building Inspector.

D. There shall be sufficient space and sight distance provided at all times to permit safe and ready access to each parking space and to the public highway; the premises shall be provided with a minimum number of entrances and exits, the width of which shall be in accordance with accepted design standards; that which is included under this subsection shall be subject to the approval of the Building Inspector.

E. In the business districts, where illumination from streetlights to adjacent parking facilities, lots or spaces is no less than one footcandle power, no additional illumination of the premises will be required. Where such illumination is not available, a minimum illumination of one footcandle power of such premises shall be provided, installed and maintained in a manner so as not to reflect or glare onto adjoining streets or premises. When night parking is permitted on such premises, the same shall at all times be adequately lighted as herein required.

F. Parking facilities shall provide marked parking spaces no less than nine feet wide and 18 feet in length.

G. Parking lots shall conform to the following additional requirements and regulations:

(1) ~~To prevent the extension of any part of the parked vehicle into or onto any required setback, side yard, adjacent premises or public way, an adequate and approved wheel stop or bumper shall be provided for each space.~~ It shall be a violation of this article if any vehicle is not parked within the lines of a marked parking space or if parked in more than one marked space. Excepted from the parking space dimensions set forth herein shall be spaces located in the parking lots not governed by the use requirements of § 535-47 of this article. In such cases, market considerations shall control the size of parking spaces in parking lots as determined by the Planning and Development Department of the Village but subject to approval of the Village Board.

(2) The premises shall be screened from any public street upon which it abuts or from any adjoining residential property, except for openings for ingress and egress, by a decorative wall or fence, or a substantial growth of shrubbery, or a berm; provided, however, that the height of said screening shall be approximately 42 inches, but in no event more than 48 inches, provided, further, that any wall or fence constructed hereunder shall be of a natural or manufactured material which shall be compatible with adjacent or adjoining structures, so that such wall or fence will not adversely affect the aesthetic quality or character of the area.

Such screening as required hereunder shall ~~all~~ be ~~required upon new occupancy and shall be~~ subject to the approval of the ~~Building Inspector Design Review Board~~. Where a solidly constructed decorative wall or fence is provided along the interior lot line, the minimum setback for the parking area shall be five feet from said lot line. That fence shall be located a minimum of one foot from said lot line.

H. Other requirements.

(1) Parking on a lot is prohibited, except on approved driveways or approved parking spaces.

(2) Parking of vehicles other than automobiles is prohibited, except in the rear yard of a lot.

- (3) Outdoor parking spaces other than approved driveways shall not be constructed in the front yard or side yard of a lot; provided, however, that on corner lots outdoor parking spaces may be constructed in ~~a the street~~ side yard of a lot.
- (4) ~~Parking spaces to accommodate more than one motor vehicle outside of a garage on a single family lot in the R-1 through R-6 Residential Districts are prohibited.~~ Parking spaces for up to two motor vehicles may be permitted in the R-1 through R-6 Residential Districts, ~~subject to required green space requirements. on lots with a two family dwelling.~~ Outside parking spaces in the R-1 through R-6 Residential Districts shall only be permitted if they are in addition to the required parking in an approved garage.
- (5) Parking spaces ~~adjacent to the public way or to another residential lot within the street side yard of a corner lot~~ shall be screened as provided in Subsection G(2) of this section. ~~Screening of parking spaces located in the rear yard of a lot by means of a decorative wall or fence or a substantial growth of shrubbery or a berm shall be no less than four feet in height nor more than six feet in height.~~
- (6) Parking in the public way is prohibited, except upon the public highway where permitted.
- I. It shall be unlawful for any person to park any vehicle at any time on any land of which he is not the owner, without the owner's permission.
- J. The parking of mobile homes or any other vehicles in the Village of Shorewood while the same are being used or occupied as living quarters by any person or persons is expressly prohibited.
- K. The parking of mobile homes or other vehicles unless legally licensed under Wisconsin Statutes on any land in the Village of Shorewood shall be prohibited except on licensed used car lots, as provided for in Chapter 506, Article I of this Code.
- L. The parking facilities, lots or spaces required pursuant to this article shall be provided and maintained so long as the use exists for which the same is designed.
- M. Such use for which parking facilities, lots or spaces are provided shall not be changed to any use requiring more parking space unless additional parking space is provided as required herein.
- N. The control of abandoned and inoperable motor vehicles shall be subject to the provisions of Article IX of Chapter 500 of the Village Code.

§ 535-50. Applicability. Reserved

~~The provisions of this chapter related to required parking facilities, lots or spaces shall apply only to new buildings or structures and to substantially altered buildings or structures. However, all facilities, lots or spaces used for the parking of vehicles shall be used, maintained and operated as required under this chapter.~~

§ 535-51. Special exceptions.

- A. The Plan Commission, upon application as required herein, may grant a special exception to the provisions and requirements of this article.
- B. ~~Notice and public hearing required. The Village Clerk shall give notice of the required public hearing through publication of a Class II Notice, under Chapter 985 of the Wisconsin Statutes in the official Village newspaper. To the extent practical, the Planning and Development Department shall also provide notice to the owners of record of properties within 200 feet of the property for which the special exception is being considered at least seven days prior of the hearing; however, compliance with this neighboring property owner notice shall not be a~~

requirement for providing proper legal notice in order to take action, nor shall its noncompliance invalidate any action taken.

- C. Prior to granting a special exception, the Plan Commission shall consider all of the following as applicable:
- (1) The effect the granting of the exception will have on adjacent parking and traffic conditions.
 - (2) The effect the granting of the exception will have on the appearance and character of the applicant's property, adjacent property and neighboring property.
 - (3) The effect the granting of the exception will have on the property values of the applicant's property, adjacent property and neighboring property.
 - (4) Whether the granting of the exception will serve a public or desirable or useful purpose.
 - (5) Whether the spirit and intent of the requirements of this article are being carried out.
 - (6) Recommendations of any boards or committees to which the Plan Commission refers the application for advice.
 - (7) Intensity of use, deviation from typical use classifications, access to transit, and physical constraints to meeting parking requirements.
 - (8) If senior housing is proposed, the number of employees on site, the type of senior housing, the parking needs of the residents, if any, and the ratios from the Institute of Transportation Engineers parking generation report ratios for senior housing should be reviewed.
 - (9) Historical conditions and whether additional parking requirements for new or expanded use may be satisfied with incremental increase commensurate with new or expanded use.
 - (10) Evidence that actual parking demands may be less than code requirements.
 - (11) Availability of shared parking, including satisfactory documentation of shared parking to satisfy the parking demand.
 - (12) Alternative transportation that has been reasonably shown to reduce the need for parking.
 - (13) Such other matters as the Plan Commission deems relevant and material.
- D. Application for a special exception permit may be obtained from the Planning and Zoning Administrator upon the payment of a fee as provided by the Village Fee Schedule, which shall not be refundable.
- E. The Plan Commission shall either approve or disapprove the application for a special exception hereunder, in accordance with the provisions of this article, shall specify the requirement or requirements that will be expected from the application and shall find that the special exception is not inconsistent with the applicable provisions herein.
- F. The Plan Commission's decision may be appealed to the Board of Appeals in accordance with the provisions of §§ 535-56 and 535-57. The Board of Appeals, after a hearing, may affirm, reverse or remand with recommendations any order, requirement, decision or determination of the Plan Commission made under this section. The Board of Appeals shall decide all appeals under this subsection within 30 days after final hearing and shall transmit a signed copy of the Board's decision to the appellant and to the Planning and Development Department.

ORDINANCE NO. 3034

AN ORDINANCE AMENDMENT RELATED TO MODIFICATIONS TO
CHAPTER 535 ZONING ARTICLE IX OFF-STREET PARKING.

WHEREAS, the Village of Shorewood first enacted off-street parking regulations via Ordinance 688 in 1951 at a time of increasing suburbanization and auto-centricity;

WHEREAS, the majority of Shorewood's development occurred prior to auto-centricity in a human-scaled, dense, walkable and transit-oriented fashion that has made it a desirable place to live;

WHEREAS, the Village of Shorewood Plan Commission identified the need to research/revise off-street parking requirements within both their 2019 and 2020 initiatives;

WHEREAS, the Village undertook a Parking and Transportation Analysis in 2019-2020 that identified available on-street parking and ultimately led to the adoption of Ordinance 3013 amending the Village's night parking regulations, which expanded the availability of on-street parking;

WHEREAS, the review of off-street parking requirements aligns with greater planning principles, which in recent decades has debated both the actual and societal costs of off-street parking regulations;

WHEREAS, current regulations do not align with the village's existing context and particularly do not equitably treat residential development, resulting in less affordable and more land-intensive development;

WHEREAS, the Village of Shorewood Plan Commission discussed the proposed modifications at their June 22, 2021 and July 27, 2021 meetings and ultimately recommended that the Village Board consider the changes via an ordinance amendment;

WHEREAS, a class two public hearing notice was published in the official newspaper on August 18, 2021 and August 25, 2021 to notify all interested parties of a public hearing at the September 8, 2021 Village Board meeting to discuss the matter;

WHEREAS, by a vote of 3-2 with one abstention, the recommended modifications failed to receive a majority vote of those present at the September 8, 2021 meeting, and staff was directed to bring back the modifications for further discussion;

WHEREAS, further discussion took place within the October 18, 2021 Regular Meeting of the Village Board, upon which staff was directed to bring the proposed modifications back to the Village Board for consideration;

NOW THEREFORE, at a regular meeting of the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, held on the ___ day of _____ 2021, by a favorable vote of the members being present and therefore, said Board does ordain as follows:

SECTION 1

That Section 535-45 “Definitions” of Article IX “Off-Street Parking” of Chapter 535 “Zoning” is amended to remove the definition of “Substantial” and replace it with the following definition for “Substantial Enlargement”.

* * *

SUBSTANTIAL ENLARGEMENT

An addition that adds 25% or more to the building’s total floor area or 2,500 sq. ft., whichever is less.

* * *

SECTION 2

That Section 535-46 “Authority to require parking facilities” of Article IX “Off-Street Parking” of Chapter 535 “Zoning” is renamed “Applicability and authority to require parking facilities” and replaced as follows:

§ 535-46. Applicability and authority to require parking facilities.

Unless otherwise specified, the provisions of this chapter related to required parking facilities, lots or spaces shall apply only to new buildings or structures, substantially enlarged buildings or structures or changes in use classification. However, all facilities, lots or spaces used for the parking of vehicles shall be used, maintained, and operated as required under this chapter.

A. Building and occupancy permits.

- (1) No building permit shall be issued for a new building or for a substantial enlargement to any existing building, unless there is included with the application and plans for such structure or enlargement a plan showing the required off-street parking spaces, in accordance with § 535-47 hereof.
- (2) No occupancy permit shall be issued involving a change of use classification, unless the required parking spaces shall have been provided on the approved plan or as hereinafter allowed.
- (3) The maximum number of parking spaces which may be included within a parking lot is 100 parking spaces. Where the total required parking under § 535-47 exceeds 100 spaces, no permit may be issued unless the plans for construction, alteration or enlargement include a parking structure as part of the plan. At a minimum, 50% of the total required parking spaces shall be in the structure. Where the parking structure borders or fronts the street, at least 50% of

the street level area shall be occupied by one or more permitted uses or uses otherwise approved.

- B. A permit shall be obtained by an owner or agent for the construction of any parking space, parking lot, parking facility, or appurtenance thereto, and for any driveway. A permit fee as provided by the Village Fee Schedule shall be payable upon the filing of an application for such permit.

SECTION 3

That Section 535-47 “Schedule of requirements” of Article IX “Off-Street Parking” of Chapter 535 “Zoning” is replaced as follows:

§ 535-47. Schedule of requirements.

- A. Dwelling and lodging uses.

- (1) Apartment hotels, hotels, motels and private clubs: one parking space per room or suite of rooms comprising a lodging unit, plus such additional spaces as may be required herein for affiliated uses, such as restaurant and bar facilities, meeting rooms and retail sales areas.
- (2) Multifamily dwelling units: 1.00 parking space per dwelling unit.
 - (a) A minimum of 50% of parking in the B-4 District shall be underground or in an enclosed parking facility.
 - (b) All required parking for multifamily dwelling units, except guest parking, shall be provided in an approved garage, except in the B-4 District.
- (3) One- and two-family dwellings:
 - (a) There shall be a minimum of one parking space per dwelling unit in an approved garage.
 - (b) No vehicle except an automobile may be parked in the front setback or between adjacent residences when the parking area parallels an existing residence on the adjoining property. In addition, on corner lots, no vehicle except an automobile may be parked within the front setback of the property where located nor within the front setback of any adjacent property.

- B. Educational, Institutional and Other Assembly Uses.

- (1) Assembly and institutional uses, including churches, libraries and funeral homes, and auditoriums, gymnasiums, stadiums, grandstands, meeting halls, exhibition

halls and said categories as accessory uses.

- (a) One parking space for every 500 sq. ft. of floor area or five seats at maximum capacity in the main area of assembly, whichever is most applicable, unless specifically listed.
 - (b) When such facilities for public assembly are accessory to a school, church or other institution, and when approved by the Planning and Development Department, the required number of parking spaces may be reduced by the number of spaces provided as herein required for the applicable school, church or other institution.
- (2) Hospitals and nursing homes: one parking space for each four beds, plus one parking space for each four employees.
 - (3) Schools.
 - (a) Primary schools (junior high schools, elementary schools and nursery schools): one parking space for each faculty member or other employee.
 - (b) Secondary schools (colleges, universities, junior colleges, high schools and other institutions for higher learning): one parking space for every seven students, based upon the maximum number of students that can be accommodated in accordance with designed capacity, and one space for each four faculty members or other employees.
- C. Business district uses: one parking space per 500 square feet of floor area above 2,500 sq. ft. for retail, service or office uses not specifically listed below.
- (1) Automobile service stations: one parking space for each island of gasoline pumps, plus three parking spaces for each service stall.
 - (2) Medical, dental, and veterinary clinics: subject to review by the Plan Commission as a conditional use, with general guidance of four spaces per doctor, dentist or veterinarian.
 - (3) Other uses. Parking spaces for other permitted uses that are not retail or office or not listed herein shall be provided in accordance with the requirements of the use most similar to the use proposed, to be determined by the Planning and Zoning Administrator or their designee.
- D. Adjustments to Requirements. For any use except one- and two-family dwellings, the number of parking spaces required for a particular use may be reduced in accordance with the following credits:
- (1) One space for each on-street parking space that is located immediately adjacent

to the site of the use, provided that such on-street space is available for public use during the hours of operation of the use. To qualify for this credit, an on-street parking space shall be in compliance with all village parking regulations and shall measure at least 20 feet long if a parallel space.

SECTION 4

That Subsection 535-49A within Section 535-49 “General requirements for all parking areas” of Article IX “Off-Street Parking” of Chapter 535 “Zoning” is replaced as follows:

- A. All parking spaces shall be directly accessible to driveways, alleys or streets without passing through other parking spaces, unless controlled by the same household/dwelling unit. Driveways, truck loading spaces and other required work and open spaces shall not be considered as parking spaces.

SECTION 5

That Subsection 535-49G within Section 535-49 “General requirements for all parking areas” of Article IX “Off-Street Parking” of Chapter 535 “Zoning” is replaced as follows:

- G. Parking lots shall conform to the following additional requirements and regulations:
 - (1) It shall be a violation of this article if any vehicle is not parked within the lines of a marked parking space or if parked in more than one marked space. Excepted from the parking space dimensions set forth herein shall be spaces located in the parking lots not governed by the use requirements of § 535-47 of this article. In such cases, market considerations shall control the size of parking spaces in parking lots as determined by the Planning and Development Department of the Village but subject to approval of the Village Board.
 - (2) The premises shall be screened from any public street upon which it abuts or from any adjoining residential property, except for openings for ingress and egress, by a decorative wall or fence, or a substantial growth of shrubbery, or a berm; provided, however, that the height of said screening shall be approximately 42 inches, but in no event more than 48 inches, provided, further, that any wall or fence constructed hereunder shall be of a natural or manufactured material which shall be compatible with adjacent or adjoining structures, so that such wall or fence will not adversely affect the aesthetic quality or character of the area.

Such screening as required hereunder shall be required upon new occupancy and shall be subject to the approval of the Design Review Board. Where a solidly constructed decorative wall or fence is provided along the interior lot line, the minimum setback for the parking area shall be five feet from said lot line. That fence shall be located a minimum of one foot from said lot line.

SECTION 6

That Subsection 535-49H within Section 535-49 “General requirements for all parking areas” of Article IX “Off-Street Parking” of Chapter 535 “Zoning” is amended to read as follows:

- H. Other requirements.

* * *

- (3) Outdoor parking spaces other than approved driveways shall not be constructed in the front yard or side yard of a lot; provided, however, that on corner lots outdoor parking spaces may be constructed in a the street side yard of a lot.
- (4) Parking spaces for up to two motor vehicles may be permitted in the R-1 through R-6 Residential Districts, subject to required green space requirements. Outside parking spaces in the R-1 through R-6 Residential Districts shall only be permitted if they are in addition to the required parking in an approved garage.
- (5) Parking spaces within the street side yard of a corner lot shall be screened as provided in Subsection G(2) of this section.

* * *

SECTION 7

That Section 535-50 “Applicability” of Article IX “Off-Street Parking” within Chapter 535 “Zoning” is renamed “Reserved” and its current contents are deleted.

SECTION 8

That Subsection 535-51B within Section 535-51 “Special exceptions” of Article IX “Off-Street Parking” within Chapter 535 “Zoning” is inserted as follows and the remaining subsections are re-lettered sequentially.

§ 535-51. Special exceptions.

* * *

- B. Notice and public hearing required. The Village Clerk shall give notice of the required public hearing through publication of a Class II Notice, under Chapter 985 of the Wisconsin Statutes in the official Village newspaper. To the extent practical, the Planning and Development Department shall also provide notice to the owners of record of properties within 200 feet of the property for which the special exception is being considered at least seven days prior of the hearing; however, compliance with this neighboring property owner notice shall not be a requirement for providing proper legal notice in order to take action, nor shall its noncompliance invalidate any action taken.

* * *

SECTION 9

That all Ordinances or parts of Ordinances conflicting with the provisions of this Ordinance are hereby to such extent repealed.

SECTION 10

That this Ordinance shall take effect and be in force from and after its passage and posting.

PASSED AND ADOPTED by the Village Board of the Village of Shorewood, Milwaukee County, Wisconsin, this ____ day of _____ 2021.

Ann McKaig, Village President

Countersigned:

Rebecca Ewald, Interim Village Clerk

VERIFIED: MORE PARKING PUTS MORE CARS ON THE ROAD

A new study finds something environmentalists have long suspected but never proven.



Author: **Michael Andersen**

(@andersem) on January 28, 2021 at 3:12 pm

This article is part of the series [Parking? Lots!](#)

Do cities *create* greener lifestyles? Or do they just *enable* them?

It's **very, very, very** clear that people who live closer to other people drive less. But how much of this is due to the fact that people who were already predisposed to driving less—those of us who don't particularly enjoy driving, for example—are deliberately living where parking is scarce and buses are frequent?

A **forthcoming academic paper** finally begins to answer this crucial question. Its “breakthrough” conclusion: Bigger parking lots make us drive more.

Even if we ignore the **breathhtaking economic costs** of dedicating scarce urban space to car storage, **mandatory parking** isn't an “all of the above” strategy that simply lets people choose their favorite mode of transportation. Instead, as UCLA professor Donald Shoup put it in 1997, parking spaces are **“a fertility drug for cars.”**

Our buildings shape our behavior

Speaking scientifically, the key to proving a cause-and-effect relationship is finding a randomized sample of human behavior.

And in their new paper, “What Do Residential Lotteries Show Us About Transportation Choices?”, four Californian academics found such a sample: the free, site-specific lotteries that San Francisco uses to select who gets to live in the price-regulated homes of new apartment and condo buildings. (Because this is San Francisco, a two-person household “generally can qualify while earning up to \$118,200, equivalent to 120 percent of city median income.” So these findings don't apply only to people who would struggle to afford a car.)

“It's so hard to do this kind of research,” **wrote Jessica Roberts**, a principal at Portland-based Alta Planning + Design and one of the country's leading experts on the science of transportation behavior. “Their elegant experimental design is a huge breakthrough.”

After surveying the auto ownership and basic transportation habits of the residents of 2,654 homes in 197 projects built since 2002, the authors (Adam Millard-Ball, Jeremy West, Nazanin Rezaei, and Garima Desai) found that projects with more on-site parking induce more auto ownership:

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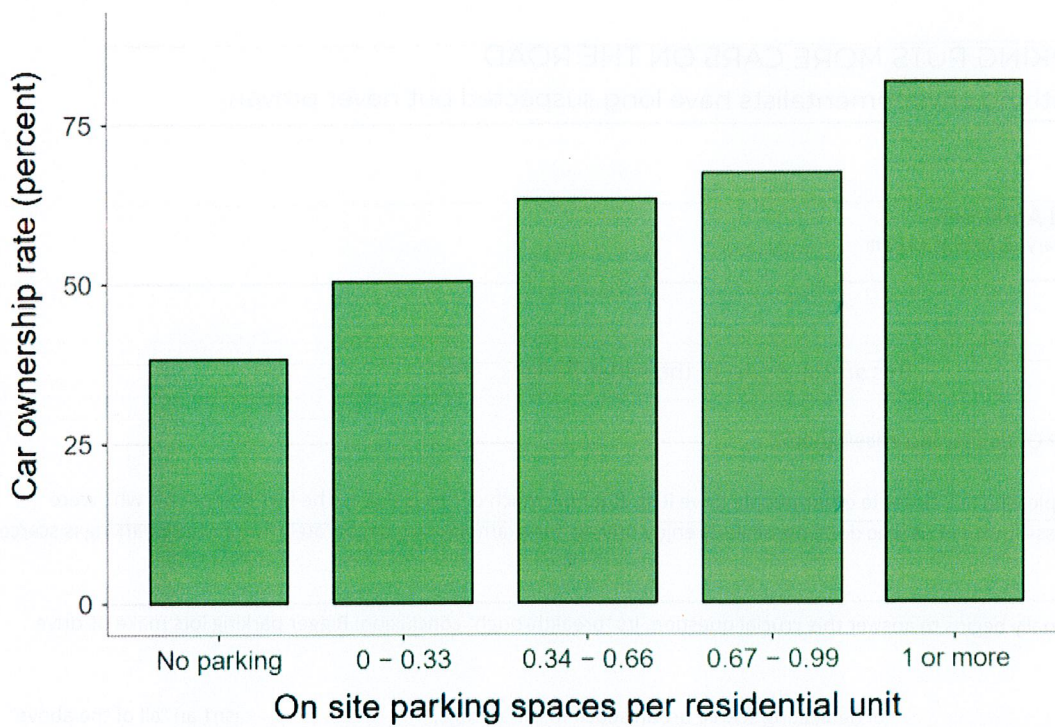


Image: Millard-Ball, West, Rezaei and Desai. Used with permission.

“Buildings with at least one parking space per unit (as [required by zoning codes in most U.S. cities](#), and in San Francisco until circa 2010) have more than twice the car ownership rate of buildings that have no parking,” the authors write.

Do buildings with less parking and car ownership limit the job prospects of their occupants? Apparently not. The team found no correlation between parking supply and employment status at the time of their 2019 survey.

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They also found that more parking led to more driving, less transit use, and less walking. And they checked the locations of the 197 projects and found that non-automotive transportation choices seem to be induced by higher [AllTransit scores](#) (a measure of nearby mass transit quality by street address), higher [WalkScores](#) (a measure of the diversity of destinations within walking distance, inspired in part by [an old Sightline blog post](#)), and higher [BikeScores](#) (a measure of the quality of nearby bike networks).

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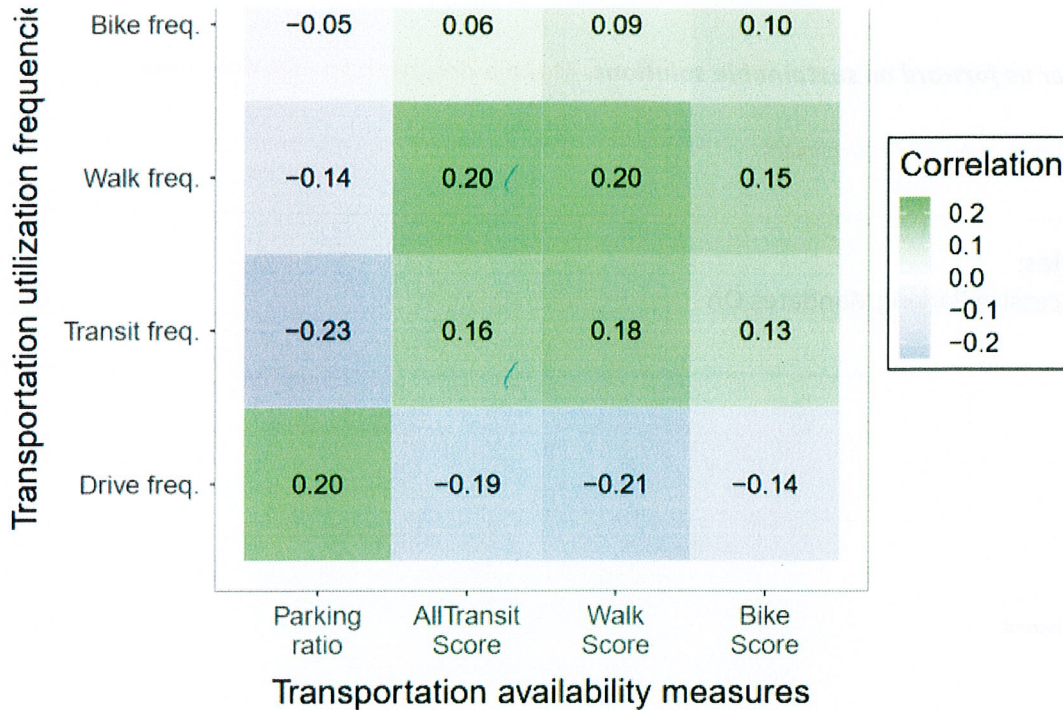


Image: Millard-Ball, West, Rezaei and Desai. Used with permission.

It's not just that people who enjoy walking to the store will choose to live near stores. It's that living near stores makes us more inclined to walk, and less inclined to drive.

"We shape our buildings," Winston Churchill said. "And afterward, our buildings shape us."

This addresses one of the most important questions in urban environmentalism

This paper doesn't close the book on the questions of *how much* our buildings shape us, and in which ways, and which of us they shape more or differently. It's one study in one city from one year.

But it is a big new confirmation of one of the **central hypotheses** of **the modern pro-housing movement**.

We've known that Amsterdam, built mostly before the automobile was invented, has **much lower energy use per person** than Seattle, despite their comparable population and wealth. We've known that **this pattern holds within countries**, too. When you're measuring greenhouse emissions per person within a country, **density is all but destiny**. We've known that if everyone on the world could consume energy like Netherlanders rather than like Cascadians, it would be **far easier** to find our way to a planet that can remain both prosperous and habitable for human life.

But at least in the United States, there hasn't actually been much solid evidence that building cities differently will actually change our behavior enough.

This new **study** strongly suggests that it's possible, all these centuries later, to build new Amsterdams.



Michael Andersen

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Tagged in: [Climate](#), [Green urbanism](#), [Parking](#), [Parking minimums](#)

Previous article in series:

« [Oregon Just Ended Excessive Parking Mandates On Most Urban Lots](#)

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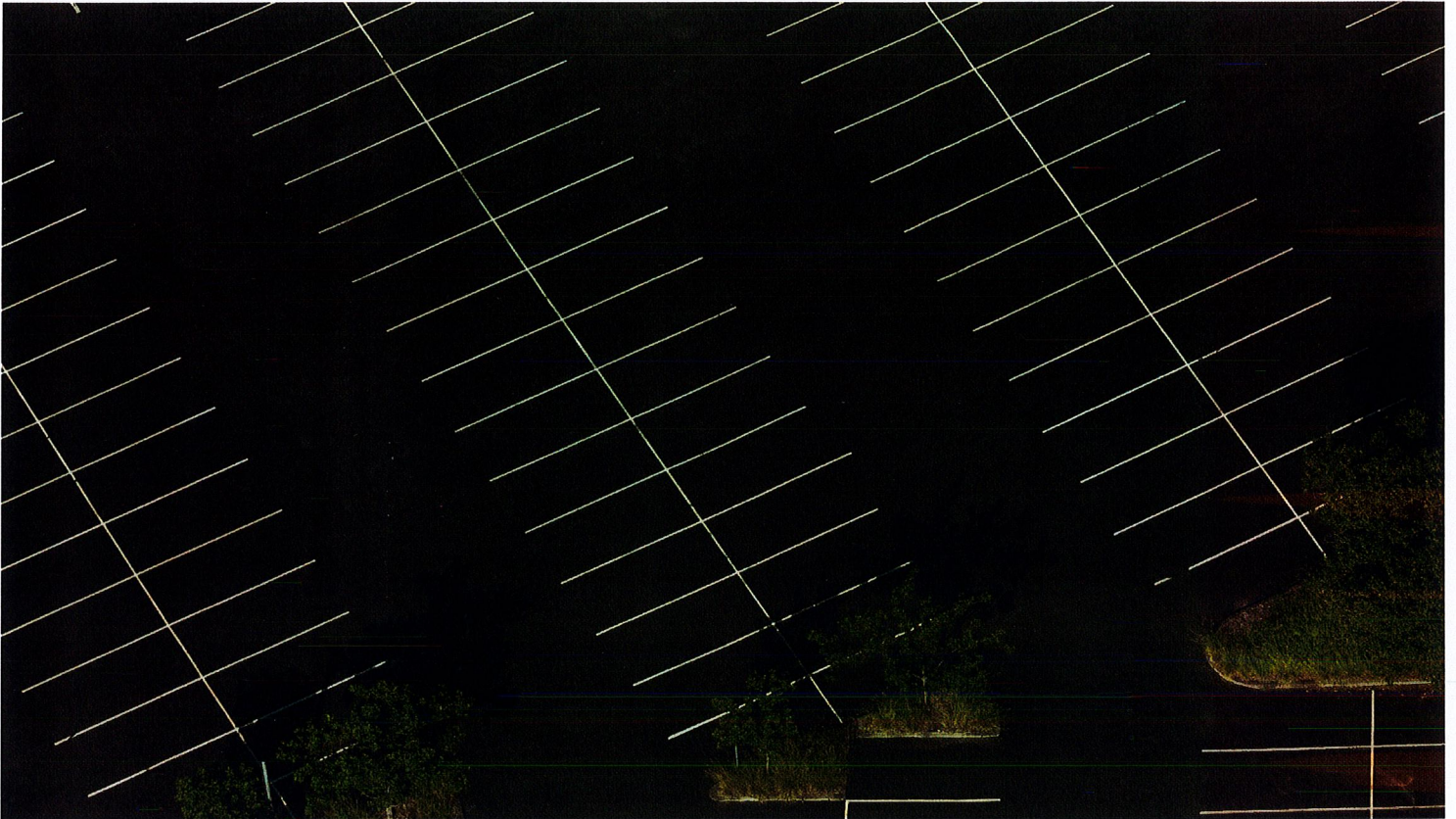
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IDEAS

How Parking Destroys Cities

Parking requirements attack the nature of the city itself, subordinating density to the needs of the car.

By Michael Manville



Cameron Spencer / Getty

MAY 18, 2021

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About the author: *Michael Manville is an associate urban-planning professor at the UCLA Luskin School of Public Affairs.*

LEWIS MUMFORD WAS SUSPICIOUS of parking. “The right to access every building in a city by private motorcar,” he wrote in *The City in History*, “in an age when everyone owns such a vehicle, is actually the right to destroy the city.” Jane Jacobs, who disagreed with Mumford on many counts, agreed here. Parking lots, she said in *The Death and Life of Great American Cities*, were “border vacuums”: inactive spaces that deadened everything around them.

Mumford and Jacobs published those lines in 1961, when most United States cities were 15 years into an experiment called “minimum parking requirements”: mandates in zoning codes that forced developers to supply parking on-site to prevent curb congestion. In postwar America, development was booming, and neighbors were worried that new residents would make street-parking impossible. Decades later, parking requirements still exist nationwide. In Los Angeles, where I live, new apartment buildings must have at least one parking space per unit; retail buildings need one space per 300 square feet; and restaurants need one space for every 100 square feet of dining area.

[Read: America's cities can't quit cars](#)

Parking requirements enforce what Mumford decried: the right to access every building by private car. As Mumford predicted, they have been a disaster. American urban history is stained with tragic missteps and shameful injustices, so parking requirements are hardly the worst policy cities have tried. But they are notable for how much needless damage they have caused, over a long period, with few people even noticing.

The trouble with parking requirements is twofold. First, they don't do what they're supposed to, which is prevent curb congestion. Because curb parking is convenient and usually free, drivers fill up the curb first, no matter how much off-street space exists nearby. Second—and more consequential—parking requirements attack the nature of the city itself, by subordinating density to the needs of the car.

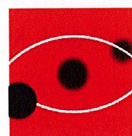
CARS REVOLUTIONIZED TRANSPORTATION by promising not just speed, but autonomy. Cars let you go wherever you want, whenever you want, by yourself and by a route of your choosing. But that promise is fulfilled only if everywhere you might go has a place to store the car whenever you arrive. A train drops a passenger off and keeps going. A driver drops a *car* off and keeps going. Thus most trains are mostly moving, while most cars are parked most of the time. The price of the car's convenience, then, is the space it consumes when it *isn't* in motion, and indeed even when it isn't there. Cities designed for cars must set aside space: space to wait for cars, and space to hold them while they wait for their drivers to come back.

Parking minimums take the cost of that space—a cost that should be borne by drivers—and push it onto developers, hiding it in the cost of building. Sometimes this means a project can't be built at all. At other times, it makes projects more expensive: In downtown L.A., parking usually costs developers more than \$50,000 per space to build. Walt Disney Concert Hall, a cultural

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landmark that is home to the Los Angeles Philharmonic, cost \$274 million to build. Of that total, the underground parking structure, which is not a cultural landmark (it's an underground parking structure), accounted for \$100 million.



Hate-Crime Laws Don't Work as Their Supporters Intended

AVLANA EISENBERG

Because parking requirements make driving less expensive and development more so, cities get more driving, less housing, and less of everything that makes urbanity worthwhile. This process is subtle. Many mayors today declare their support for walkable downtowns and affordable units. But cities are built at the parcel, not from mayors' podiums. And parcel by parcel, the zoning code quietly undermines the mayors' grand vision. A commercial requirement of one parking space per 300 square feet means developers will put new retail in a car-friendly, pedestrian-hostile strip mall. And a requirement of one parking space per 100 square feet for restaurants means the typical eating establishment will devote three times as much space to parking as it will to dining. America did not become a country of strip malls and office parks because we collectively lost aesthetic ambition. These developments are ubiquitous because they are the cheapest way to comply with regulations.

Janette Sadik-Khan and Seth Solomonow: Surrendering our cities to cars would be a historic blunder

For each individual project, parking requirements can seem reasonable; in many cases, they mollify worried neighbors. A zoning board in Boston, for example, recently rejected a homeless housing project when nearby residents said it had too little parking. The project might still get built, with fewer units and more parking, and perhaps to the casual observer the difference is small. Over many parcels and many decades, however, the units lost and parking spaces gained add up, and the sum of our seemingly reasonable decisions is an unreasonable, unaffordable, and unsustainable city.

This city, the parking city, can't have rowhouses and townhouses that sit flush with one another and come right up to the street. It can't reuse handsome old buildings that come straight to their lot line, so those buildings stay empty. It can't tuck quirky buildings onto irregularly shaped parcels, so those parcels stay vacant. (Manhattan's famous Flatiron Building is an impossibility in a city with parking requirements.) The parking city is one where people drive into or under buildings, rather than walk up to them. It is a city with listless streets, one that encourages vehicle ownership, depresses transit use, and exudes antagonism toward people without cars.

Large portions of New York, Chicago, Boston, and Philadelphia, if they burned down tomorrow, couldn't be rebuilt, because according to modern zoning, their buildings don't have "enough" parking. Brownstone Brooklyn, after all, is largely devoid of parking; so is Boston's famed North End. Zoning defenders might call this point moot, because those places are different—parking can be scarce because walking and

using transit are easy. But walking and using transit are easy, in part, *because* parking is scarce. Transit thrives on density, which parking undermines, and parking and walking don't mix. The short walk to a Manhattan subway stop will take you past attractive store windows, which come right up to a sidewalk largely uninterrupted by driveways. Walk along an L.A. boulevard, by contrast, and you'll get a good view not of stores but of their parking lots, which means in turn that your walk must be careful rather than carefree—lest a car slide out, cross the sidewalk, and run you over. That pleasant experience comes courtesy of L.A.'s zoning.

None of this is an argument against parking. It's an argument against *required* parking. In an age of ostensible concern about global warming, it shouldn't be illegal to put up a building without parking and market it to people without cars. If neighbors worry that people will move in and park on the street, cities should meter their streets. Curb space is valuable public land. Parking requirements or no, cities will have curb shortages as long as they give the curb away.

There are promising signs of reform. [Buffalo, New York](#), recently abolished its parking requirements. [Minneapolis](#) has done the same. San Diego and San Francisco have scaled them back, and [California](#) may be on the cusp of rolling them back statewide. In most cities, however, parking requirements still reign unchallenged.

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being mandated. Suppose that tomorrow a mayor proposed minimum gasoline requirements: a set number of fuel pumps on every parcel. Most people would consider that outrageous. They'd observe that the private market supplies gas just fine, that it's not a big deal to travel a small distance for fuel, and that putting pumps on every parcel would just squander valuable land and encourage driving.

They'd be right. But what's true of gas is true of parking too. Sometimes the hardest damage to see is the damage we are already doing. America's disastrous experiment with parking requirements should end.

Michael Manville is an associate urban-planning professor at the UCLA Luskin School of Public Affairs.

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Planning October 2018

IN THIS ISSUE:

People Over Parking

People Over Parking

Planners are reevaluating parking requirements for affordable housing.



Carless in Seattle: Plymouth on First Hill's apartments are now home to some of the city's formerly homeless disabled population. Photo courtesy SMR Architects and Plymouth Housing Group.

By Jeffrey Spivak

Like a lot of cities, Minneapolis has experienced the dual trends of rising multifamily rents and dwindling housing affordability. For years it offered the usual carrots of tax incentives and development subsidies for residential projects with affordable units. But three years ago, it tried a different strategy: The city slashed its multifamily parking requirements in certain parts of town.

The usual ratio of one parking space for every one unit was cut in half for larger apartment projects and was eliminated entirely for projects with 50 or fewer units located near high-frequency transit. Lo and behold, the market mostly responded in the exact ways planners had predicted.

Apartment developers proposed projects with fewer parking spaces. That lowered the cost of construction. So, such projects began offering rents below the market's established levels. New studio apartments, which typically went for \$1,200 per month, were being offered for less than \$1,000 per month.

"There's definitely a new type of residential unit in the market that we haven't seen much before," says Nick Magrino, a Minneapolis planning commissioner who has researched apartment development trends since the parking code change. "Outside of downtown, there's been a lot of infill development with cheaper, more affordable units."

Tinkering with minimum parking requirements is not new. Cities have been fiddling with regulations for decades, sometimes raising them, sometimes lowering them, and sometimes giving variances for specific projects. What's different now is an evolving understanding that urban lifestyles are changing, traditional parking ratios are outdated, and too much supply can be as harmful as too little.

So there's a burgeoning movement of municipalities across the U.S. reducing or eliminating parking requirements for certain locales or certain types of development or even citywide.

"This would have seemed inconceivable just a few years ago," says Donald Shoup, FAICP, a Distinguished Research Professor in UCLA's Department of Urban Planning who has studied and written about parking policies for years and is considered the godfather of the current reform movement. (See an article based on his new book, *Parking and the City*: www.planning.org/planning/2018/oct/parkingpricetherapy/ (/planning/2018/oct/parkingpricetherapy/).)



Carless in Seattle: The mixed use transit-oriented development Artspace Mt. Baker Lofts is located on the Central Link light-rail line. It has bicycle storage and a reserved car-share space, but no parking garage. Photo courtesy SMR Architects and Artspace.

Over the past three years, a Minnesota-based smart-growth advocacy organization called Strong Towns has compiled, through crowdsourcing, more than 130 examples of communities across the country addressing or discussing parking minimum reforms. And that list hasn't captured all the cities taking actions.

Communities are reforming these regulations in a variety of ways.

Some have ditched parking minimums entirely. Buffalo, New York, in early 2017 became the first U.S. city to completely remove minimum parking requirements citywide, applied to developments of less than 5,000 square feet. Late last year Hartford, Connecticut, went a step further and eliminated parking minimums citywide for all residential developments.

Some have targeted their reforms to certain areas or development districts. Lexington, Kentucky, earlier this year scrapped parking requirements in a shopping center corridor to allow the development of new multifamily housing. Spokane, Washington, this past summer eliminated parking requirements for four-plus-unit housing projects in denser parts of the city.

Some have tied new policies specifically to spur affordable housing. Seattle this past spring eliminated parking requirements for all nonprofit affordable housing developments in the city, among other provisions. A couple of years ago, Portland, Oregon, waived parking requirements for new developments containing affordable housing near transit. Also in 2016, New York eliminated parking requirements for subsidized and senior housing in large swathes of the city well served by the subway.

Even some suburbs are doing it. Santa Monica, California, removed parking requirements entirely last year for new downtown developments as part of a new *Downtown Community Plan*. And this year, the Washington, D.C., suburban county Prince George's, Maryland, revised its zoning code to significantly reduce parking minimums.

"We're trying to create a new model of mobility and not emphasize the car as much as we've done in the past," says David Martin, Santa Monica's director of planning and community development.

Building Parking Raises Rent

Parking costs a lot to build, and that cost usually ends up raising tenant rents.

\$5,000: Cost per surface space

\$25,000: Cost per above-ground garage space

\$35,000: Cost per below-ground garage space

\$142: The typical cost renters pay per month for parking

+17%: Additional cost of a unit's rent attributed to parking

Source: Housing Policy Debate, 2016

Catalysts for change

Three primary factors are driving this new reform:

1. CITIES ALREADY HAVE MORE THAN ENOUGH PARKING.

The Research Institute for Housing America, part of the Washington, D.C.-based Mortgage Bankers Association, used satellite imagery and tax records this year to tally parking space totals in different-sized U.S. cities, and determined that outside of New York City, the parking densities per acre far exceeded the population densities.

Meanwhile, two different groups — TransForm, which promotes walkable communities in California, and the Chicago-based Center for Neighborhood Technology, a nonprofit sustainable development advocacy group — have both conducted middle-of-the-night surveys of parking usage at apartment projects on the West Coast and in Chicago, respectively. They consistently found one-quarter to one-third of spaces sat empty. The Chicago center concluded "it is critical to 'right size' parking at a level below current public standards."

2. TRANSPORTATION PREFERENCES ARE SHIFTING.

A variety of converging trends point to the possibility of fewer cars in the future. Fixed-rail transit lines continue to be developed in more urban centers, and millennials are not driving as much as previous generations. Meanwhile, transportation alternatives are proliferating, from passenger services such as Uber to car-sharing services such as Zipcar. Then there's the potential of driverless cars and the expansion of retail delivery services.

3. BOTTOM LINE: WE'RE GOING TO NEED MUCH LESS SPACE TO STORE CARS.

In fact, Green Street Advisors, a commercial real estate advisory firm, analyzed what it calls the "transportation revolution" — encompassing ride-hailing services, driverless cars, etc. — and estimated that U.S. parking needs could decline by 50 percent or more in the next 30 years. (See "Future-Proof Parking," March: www.planning.org/planning/2018/mar/futureproofparking (/planning/2018/mar/futureproofparking/).)

"In the old days, you built an apartment and you expected it needed two cars," says Doug Bibby, president of the National Multifamily Housing Council, an apartment trade association in Washington D.C. "Those parking ratios are outdated and no longer valid in any jurisdiction."

Concerns about housing affordability

With the U.S. economy reasonably strong and most urban crime rates on a long-term decline, housing costs have increasingly emerged as a hot-button issue. In Boston University's nationwide Menino Survey of Mayors last year, housing costs were cited as the number one reason residents move away, and more affordable housing was the top-ranked improvement mayors most wanted to see.

"It's on the minds of mayors now more than it has been in the past," says Kimble Ratliff, the National Multifamily Housing Council's vice president of government affairs.

They're concerned because there's ample evidence of a continued national shortage of affordable housing. The latest "State of the Nation's Housing" report from Harvard University's Joint Center for Housing Studies noted that a decade-long multifamily construction boom has increased total occupied

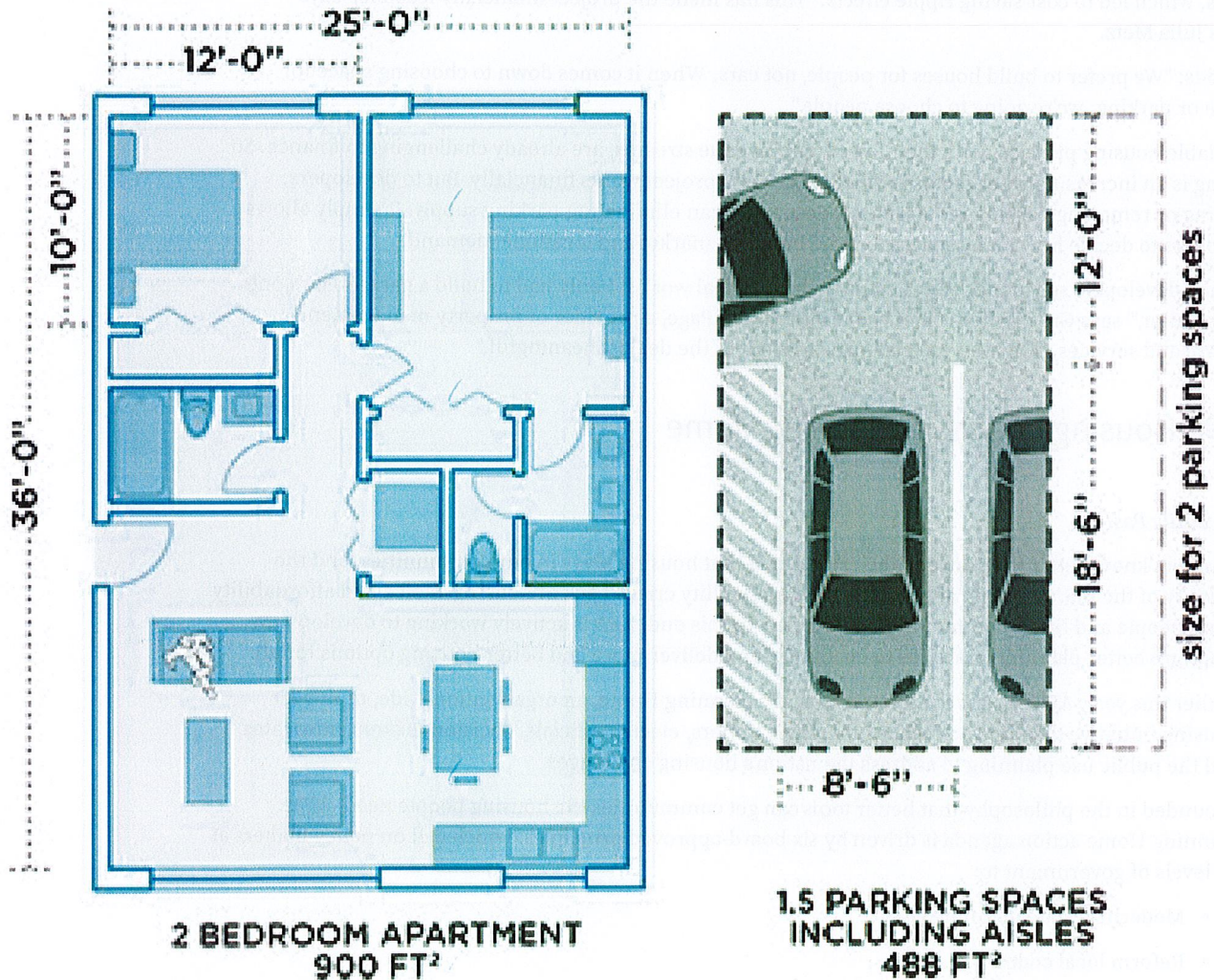
rental units by 21 percent, but mainly at the top end of the market. Total units deemed "affordable" — costing less than 33 percent of median income — have remained basically static during the last decade, while the number of extremely low-income renter households has grown by more than 10 percent. The 2018 report concluded that there is a "tremendous pent-up demand for affordable rental housing."

So as cities have searched for ways to generate more affordable housing, parking has emerged as an easy target. Parking ratios are simple to change, and the process doesn't lead to future cost obligations like subsidies do.

That was the approach taken by Seattle this year. "The number one issue facing our city is the lack of housing options and affordability. We're looking to remove any barriers to the supply of housing, and parking is one of them," says Samuel Assefa, the director of Seattle's Office of Planning and Community Development.

Living Space versus Parking Space

The typical median parking required for a two-bedroom apartment in many large North American cities is more than half the size of the apartment itself.



Source: Seth Goodman, graphicparking.com.

Impacts on housing costs

Planners' shifting strategies toward parking are now supported by a growing body of evidence that parking requirements negatively impact multifamily housing, especially affordable projects.

In a nutshell, building parking costs a lot, and that cost usually ends up raising tenant rents.

Various studies indicate that surface parking lot spaces cost upwards of \$5,000 each, while above-ground parking garages average around \$25,000 per space and below-ground garages average around \$35,000 per space. That can translate into higher rent, particularly in big cities. Two UCLA urban planning professors studied U.S. rental data and reported in the journal *Housing Policy Debate* in 2016 that garage parking typically costs renter households approximately \$142 per month, or an additional 17 percent of a housing unit's rent. Other studies have found even larger impacts on rents.

"That can be a significant burden on lower-income households," says David Garcia, policy director of the Turner Center for Housing Innovation at the University of California–Berkeley.

Changing that equation can help produce additional affordable housing. That's a scenario actually playing out in Portland, Oregon.

In 2016 the Portland Community Reinvestment Initiatives, a nonprofit developer and manager of low-income housing, began planning a 35-unit senior housing project called Kafoury Court. At the time, Portland's code required providing five parking spaces for the project, and the developer was struggling to find financing. But late that year, the city changed its parking requirements, and Kafoury now only needs to provide two spaces.

While that change doesn't seem like much, it allowed the development to be totally redesigned. A first-floor parking garage was no longer needed, so the building has been scaled back from five stories to four stories, which led to cost-saving ripple effects. "This has made the project financially feasible," says PCRI's Julia Metz.

She adds: "We prefer to build houses for people, not cars. When it comes down to choosing space for people or parking, we're going to choose people."

Affordable housing projects, with their lower rent revenue streams, are already challenging to finance. So parking is an increasingly key factor in whether or not a project works financially. But to developers, reducing or removing parking requirements does not mean eliminating parking supply. It simply allows developers to decide how many spaces to build based on market and locational demand.

"I've had developers say to me, 'Hey, I could make this deal work if I only had to build a garage that's one-third smaller,'" says Greg Willett, chief economist of RealPage, a provider of property management software and services. "Any way you can take costs out of the deal is meaningful."

APA Housing Initiative: Planning Home

By Emily Pasi

Planners know better than anyone the critical role that housing plays in our communities, and the severity of the U.S.'s housing affordability and availability crisis. Lack of housing choice and affordability hurts people and limits communities' prosperity. To this end, APA is actively working to develop new tools and better planning practices to encourage and deliver more and better housing options for all.

Earlier this year, APA's board of directors greenlit Planning Home, an organization-wide, multiyear housing initiative that aims to reshape the way planners, elected officials, decision makers, advocates, and the public use planning to address the nation's housing challenges.

Grounded in the philosophy that better tools can get communities the housing people need, APA's Planning Home action agenda is driven by six board-approved principles, which call on policy makers at all levels of government to:

- Modernize state planning laws
- Reform local codes
- Promote inclusive growth strategies
- Remove barriers to multifamily housing
- Turn NIMBY into YIMBY
- Rethink finance

Learn what you can do now to advance APA's Planning Home action agenda at [PlanningHome.com \(/home/\)](http://PlanningHome.com(/home/)).

Emily Pasi is the public affairs manager at APA.

'The debate is now won'

When it comes to utilizing parking to augment planning and development policies, U.S. cities still have a long way to go to catch up to some European counterparts. Zurich, Switzerland; Copenhagen, Denmark; and Hamburg, Germany, have all capped the total number of allowable parking spaces in their cities. Oslo, Norway — where a majority of center-city residents don't own cars — is pursuing plans to remove all parking spaces from that district, to be replaced by installations such as pocket parks and phone-charging street furniture.

And last year the largest city in North America, Mexico City, eliminated parking requirements for new developments citywide and instead imposed limits on the number of new spaces allowed, depending on the type and size of building.

In the U.S., however, parking is still sacred in many places. Sometimes when parking reductions are proposed for a certain urban district or a specific new development, nearby residents complain it will force new renters to park on their residential streets. Because so many people still own cars, the National Multifamily Housing Council's *2017 Kingsley Renter Preferences Report* ranked parking as renters' second-most desired community amenity, behind only cell-phone reception.

Not surprisingly, then, some places are still demanding more parking, not less. In Boston, for instance, an influx of new residents clamoring for parking in the booming South Boston neighborhood led to zoning code changes in 2016 that require developers to build two-thirds more off-street parking than before.

Nevertheless, the movement to reduce parking is now widespread, involving big cities and small towns, urban districts and suburban locales, affordable housing and market-rate units. "It's pretty well accepted now that reforming parking minimums is a good way to manage cities," says Tony Jordan, founder of Portlanders for Parking Reform, which has advocated for better parking policies. "The debate is now won."

The lessons for planners are, first, to be open to adjusting parking policies in zoning codes and comprehensive plans and, second, to be flexible in crafting new parking limits depending on the location or desired outcome, such as spurring affordable housing development.

"As we update our policies, we as planners need to learn from the past and adjust," says Seattle planning director Assefa. "We constantly need to tweak our policies and face the challenges of what's not necessarily working. More often than not, there's significant space dedicated to the car that is not utilized."

Jeffrey Spivak, a market research director in suburban Kansas City, Missouri, is an award-winning writer specializing in real estate planning, development, and demographic trends.

RESOURCES

APA Knowledgebase Collection, "Rethinking Off-Street Parking Requirements": [www.planning.org/knowledgebase/parkingrequirements \(/knowledgebase/parkingrequirements\)](http://www.planning.org/knowledgebase/parkingrequirements (/knowledgebase/parkingrequirements)).

Harvard University Joint Center for Housing Studies' *The State of the Nation's Housing 2018*: hjchs.harvard.edu/state-nations-housing-2018 (<http://hjchs.harvard.edu/state-nations-housing-2018>).

Center for Neighborhood Technology, "Stalled Out: How Empty Parking Spaces Diminish Neighborhood Affordability:" <http://bit.ly/2Mr0bES> (<http://bit.ly/2Mr0bES>).

Strong Towns keeps track of progress on parking minimum removals across the U.S. <http://bit.ly/2C1t86k665600> (<http://bit.ly/2C1t86k665600>).



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PROCLAMATION

WHEREAS, the infrastructure that brings 13,859 residents an average of 2,205.4 gallons of water per person, per day, and then safely returns water to the environment is essential to the quality of life, environment and economic vitality of the Village of Shorewood; and

WHEREAS, water infrastructure is the lifeline of our communities; a day without water would be a public health and safety crisis, limiting the abilities of safety personnel, such as firefighters and hospitals staff, as well as businesses and homes to function; and

WHEREAS, communities and families need jobs, and closing the gap in water infrastructure investment would bring new jobs to our communities and families and raise the household disposable income; and

WHEREAS, our water infrastructure is necessary for a thriving economy, and a single nationwide day without water service would put our entire economy at risk; and

WHEREAS, America's water infrastructure is aging and failing—and two million Americans are living without water infrastructure, often relying on bottled water, potentially living in unsafe and unsanitary conditions; and

WHEREAS, we can help secure a better future for the millions of Americans who don't have reliable water service today and the generations to come; and

WHEREAS, valuing and investing in water systems provides a path to economic recovery; and

WHEREAS, the Village of Shorewood recognizes water is essential to the quality of life and economic competitiveness and acknowledges the importance of educating the public about the value of water through the "Imagine a Day Without Water" campaign.

WHEREAS, the Village of Shorewood is dedicated to investing in safe and reliable water and wastewater infrastructure.

NOW, THEREFORE, I, ANN McCULLOUGH MCKAIG, President of the Village of Shorewood, Milwaukee County, Wisconsin, do hereby proclaim October 21st as "A Day Without Water" in the Village of Shorewood, and I call upon our federal partners to bring much-needed funding and innovation to protect and restore our critical water infrastructure.

Ann McCullough McKaig, Village President

Schedule at a Glance

Tuesday, October 12	12:00 - 1:30 PM	Leading Through Conflict Management	Zoom
Wednesday, October 13	12:00 - 1:30 PM	Tax Incremental Financing (TIF) Basics	Zoom
Thursday, October 14	12:00 - 1:00 PM	Municipal Safety Programs Best Practices	Zoom
Wednesday, October 20	9:00 AM - 12:00 PM	Deep Dive: Green Bay Bus Tour	Bus
	9:00 AM - 12:00 PM	Deep Dive: The EMS Problem: Working Toward a Solution	G
	9:00 AM - 12:00 PM	Deep Dive: How Stereotypes Inform Our Decision-Making	F
	1:00 - 1:30 PM	Welcoming Keynote Speaker: Seizing the Moment to Make a Difference Harry Sydney, Former Green Bay Packer & Founder of My Brother's Keeper	D
	1:30 - 2:00 PM	General Session Business Meeting	D
	3:30 - 4:30 PM	EPW Roundtable	G
	4:30 PM	President's Reception in Exhibit Hall	Exhibit Hall
	5:30 PM	Raffle Drawings for Exhibit Hall Gift Baskets	Exhibit Hall
Thursday, October 21	7:00 AM	9th Annual WEA Trust/ League Walk/Run	East Rotunda
	9:00 - 10:15 AM	Zoning for Affordable Housing	A
	9:00 - 10:15 AM	Leading High-Performing Teams	C
	9:00 - 10:15 AM	Building and Sustaining an Intentional & Welcoming Community	B
	9:00 - 10:15 AM	Keys to the City: Brownfield Redevelopment	G
	9:00 - 10:15 AM	Steps to Revitalize Your Commercial District	F
	10:30 - 11:45 AM	Alternatives to Property Taxes	C
	10:30 - 11:45 AM	Spoofing, Phishing, and Fraud - Oh My!	B
	10:30 - 11:45 AM	Combating Erosion and Enhancing Waterfronts	G
	10:30 - 11:45 AM	(Un)Civil Discourse: Navigating the Vitriol	F
	10:30 - 11:45 AM	Successful Housing Strategies	A
	1:30 - 2:30 PM	Urban Forestry in Your Community	G
	1:30 - 2:30 PM	Madison's Community Alternative Response Emergency Services (CARES) Initiative	B
	1:30 - 2:30 PM	"The Cedars" Blighted Mill Site Redevelopment	F
	1:30 - 2:30 PM	Stormwater \$en\$e - TMDL Implementation	A
	1:30 - 2:30 PM	Agendas, Policies, Forms & More Go Online	C
	2:45 - 3:45 PM	Ask the League Attorneys	A
	2:45 - 3:45 PM	Large Community Roundtables	C
	2:45 - 3:45 PM	Small Community Roundtables	F
	2:45 - 3:45 PM	Road Salt: Hidden Costs of Over-Salting	G
	2:45 - 3:45 PM	Advocating for Municipalities in the Capitol	B
	4:30 PM	Wisconsin Creative Champions Awards	Riverview
	5:00 PM	Networking Reception	Riverview
Friday, October 22	7:30 AM	Scrambled Eggs & Politics Assembly Speaker Vos (R-Rochester) & Senate Majority Leader LeMahieu (R-Oostburg)	D
	8:45 - 9:45 AM	From City Hall to the State Capitol	A
	8:45 - 9:45 AM	ARPA: Best Practices, Lessons Learned, and an Innovative Project	B
	8:45 - 9:45 AM	Adaptive Management for Phosphorous Reduction	C
	10:00 - 11:00 AM	Ethics & Public Works Projects	C
	10:00 - 11:00 AM	Experienced Leaders Share Sage Advice	A
	10:00 - 11:00 AM	Basics of Municipal Financing & Accounting	B
	11:15 AM	General Session Closing Keynote: Hope is Hard Work - John McHugh is the Director of Corporate Communications, Leadership Development, and Training for Kwik Trip, Inc.	D