



PLAN COMMISSION MEETING

November 7, 2022
4:00 PM

PUBLIC MEETING NOTICE

PLANNING COMMISSION

Mayor Blaser, Chairperson
Ryan Austin, Alderperson
Lee Thao
Eric Daven
Susan Feith
Ben Goodreau
Thaddeus Kubisiak

AGENDA ITEM RECIPIENTS

Sue Schill, City Attorney
Erika Esser, Secretary
Jennifer Gossick, City Clerk

Notice is hereby given of a meeting of the Wisconsin Rapids Plan Commission held within the Council Chambers at City Hall, 444 West Grand Avenue, Wisconsin Rapids, and via remote audioconferencing on **November 7, 2022, at 4:00 PM. The public can listen to the meeting by calling 1-312-626-6799, Access code: 839 4541 5940.** The meeting will also be streamed LIVE on the City of Wisconsin Rapids Facebook page. This meeting is also available after its conclusion on the City's Facebook page and Community Media's YouTube page, which can be accessed at www.wr-cm.org. If a member of the public wishes to submit comments to the Commission regarding an agenda item, please contact the Community Development Department via email or phone at CommunityDevelopment@wirapids.org or 715-421-8228 before the meeting.

AGENDA

1. Approval of the report from the October 3rd 2022, Plan Commission meeting
2. Vandewalle & Associates – Wisconsin Rapids Recovery & Redevelopment Plan Update including September/October Progress Report and Online Public Survey Summary.
3. **Wood County CSM – 22-001173:** request for Certified Survey Map approval to combine 3 lots for the Courthouse and Jail (Parcel ID's 3407751, 3407750, and 3407748) and dedicate right-of-way on Saratoga Street and Baker Street.
4. **City of Wisconsin Rapids – 22-001187:** Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 12 – Subdivision and Platting of Land of the revised Municipal Code, specifically related to other land division and adjustments other than subdivisions, to clarify and permit an administrative review process.
5. **City of Wisconsin Rapids – 22-001179:** Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically to allow residential accessory buildings within the Manufactured Home Park (R-8) district and to establish dimensional requirements for the structures under the manufactured home park supplemental standards.

6. Adjourn

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at this meeting is not possible due to a disability or other reasons, notification to the city clerk's office at least 24 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the clerk at (715) 421-8200 to request accommodations.

PUBLISH: October 21st & October 28th, 2022

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the City of Wisconsin Rapids Planning Commission will hold a **Public Hearing on Monday, November 7, 2022 at 4:00 PM** within the Council Chambers at City Hall, 444 West Grand Avenue, Wisconsin Rapids. Participation at the public hearing can be in-person or via remote audioconferencing. **The public can also participate in the hearing by calling 1-312-626-6799, Access code: 839 4541 5940.** The meeting will also be streamed LIVE on the City of Wisconsin Rapids Facebook page. The following items will be heard and possibly acted on:

1. Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 12 – Subdivision and Platting of Land of the revised Municipal Code, specifically related to other land division and adjustments other than subdivisions, to clarify and permit an administrative review process.

Further details regarding the specific requests can be obtained within the Community Development Department at City Hall, or by calling the department at 715-421-8228.

The City of Wisconsin Rapids encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk's office at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. Call the Clerk at (715) 421-8200 to request accommodations.

Jennifer Gossick,
Wisconsin Rapids City Clerk

PUBLISH: October 23rd & October 30th, 2022

NOTICE OF PUBLIC HEARING

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1. Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically to allow residential accessory buildings within the Manufactured Home Park (R-8) district and to establish dimensional requirements for the structures under the manufactured home park supplemental standards.

Further details regarding the specific requests can be obtained within the Community Development Department at City Hall, or by calling the department at 715-421-8228.

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Jennifer Gossick,
Wisconsin Rapids City Clerk

REPORT OF THE PLANNING COMMISSION

Date of Meeting: October 3, 2022

Report #1

The Planning Commission met at 4:00 p.m. on October 3, 2022 in the Council Chambers at City Hall and via remote audioconferencing. Members present included Chairperson Shane Blaser, Lee Thao, Ryan Austin, Eric Daven, and Thaddeus Kubisiak. Susan Feith and Ben Goodreau attended via Zoom. Also present were Community Development Director Kyle Kearns, Alderperson Dennis Polach, Teresa Cashman, Jim Lucas, Mike Rydzewski and Laurie Ginzl. Associate Planner Carrie Edmondson joined via Zoom, as well as one unidentified caller.

The meeting was called to order at 4:01 p.m.

1. Approval of the report from the September 8, 2022, Plan Commission meeting

Motion by Blaser to approve the report from the September 8, 2022, Plan Commission meeting; second by Austin.

Motion carried (7 – 0)

2. Vandewalle & Associates – Wisconsin Rapids Recovery & Redevelopment Plan Update

Kyle Kearns relayed that the surveys are being wrapped up and a preliminary draft plan is anticipated for the November Plan Commission meeting. The consultant is being connected with the new owners of the mill to obtain more information to incorporate into the plan. More information about the Wisconsin Rapids Recovery & Redevelopment Plan can be found on the Community Development web page.

3. **Bruce P. Linzmeier; Extraterritorial CSM:** request for Certified Survey Map approval for the creation of 1 lot, within the Town of Rudolph at 6170 5th Avenue (County Parcel ID 1700345).

Mr. Kearns provided a summary of the request, recommending approval.

Motion by Austin to approve the request for Certified Survey Map approval for the creation of 1 lot, within the Town of Rudolph at 6170 5th Avenue (County Parcel ID 1700345); second by Daven.

Motion carried (7 – 0)

4. **Ginzl Insurance – 22-001034;** request for site plan and architectural review for a commercial building addition and site improvements at 540 Pepper Avenue (Parcel ID 3412534)

Carrie Edmondson provided a brief history of the property and a synopsis of the proposed site plan, recommending approval with the conditions outlined in the staff report.

Commissioner Austin had a question about the amount of site work being done compared to the size of the addition, to which Ms. Edmondson replied.

Motion by Austin to approve 22-001034, a request for site plan and architectural review for a commercial building addition and site improvements at 540 Pepper Avenue (Parcel ID 3412534) with the conditions recommended in the staff report:

- 1) All exterior materials including siding, windows, doors, and lighting shall match the existing structure.
- 2) The west parking area shall be marked as employee parking only.
- 3) Screening of the west side of the parking lot shall occur. An updated landscaping plan shall be submitted for review and approval by the Community Development Department.
- 4) A lighting plan must be submitted if any new parking lot lighting is proposed.

- 5) Light from the business shall not exceed 0.1 foot-candles at all neighboring residential property lines.
- 6) One accessible ADA approved parking space nearest the commercial building must be marked and signed. Page 10 of 50 W I S C Page 2 of 6
- 7) Applicable stormwater and building permits through the City shall be obtained as required.
- 8) Community development staff shall have the authority to approve minor modifications to the plans.

Second by Daven.

Motion carried (7 – 0)

5. **Theresa Cashman – 22-001023**; request for site plan review to perform site improvements at 3820 8th Street South (Parcel ID 3413806)

Kyle Kearns noted the corrections in the packet and that this information was provided to Commissioners on September 30. An analysis of 22-001023 was provided as was the recommendation for approval of the request with the conditions outlined in the staff report.

Susan Feith made comments about her viewing and observations of the property regarding previous requests and the current one from the applicant. Member Daven had a question about past and pending site plans approvals for the property, and Mr. Goodreau inquired about the foundation for the accessory structure. The prospect of timelines for compliance was debated by commissioners and staff and Jim Lucas and Mr. Kearns discussed setbacks at the property.

Motion by Blaser to approve the request for site plan review to perform site improvements at 3820 8th Street South (Parcel ID 3413806) with the conditions outlined in the staff report:

- 1) Proper signage shall be installed identifying vehicle directions as needed.
- 2) A landscaping plan shall be submitted, to be reviewed and approved by the Community Development Department.
- 3) The proposed improvements will need to meet the City's Floodplain Ordinance, Stormwater Ordinances, and any other applicable City and State requirements pertaining to wetlands, floodplains, Waters of the State and navigable waterways.
- 4) A floodplain permit shall be required for improvements in the floodplain.
- 5) Light from the parking area shall not exceed 0.2 foot-candles at a neighboring commercial property line and 0.1 foot-candles at the neighboring residential property line.
- 6) Applicable permits through the City shall be obtained, including stormwater, if applicable.
- 7) Community development staff shall have the authority to approve minor modifications to the plans.

Second by Daven

Motion carried (7 – 0)

Commissioner Kubisiak left the meeting

6. **Theresa Cashman – 22-001013**; public hearing and action on a request to amend Chapter 11 – Zoning Ordinance, specifically regarding architectural standards related to screening trash enclosures in commercial zoning districts.

Community Development Director Kearns provided a synopsis of the request for the amendment to amend Chapter 11. Staff recommended approval but suggested that the Planning Commission be the body to review and authorize the requests.

Public hearing opened at 4:34 p.m.

Speaking in favor: Jim Lucas

Speaking against: none

Public hearing closed at 4:37 p.m.

Eric Daven inquired about the idea of obtaining a variance versus making the Code amendment and Kyle Kearns responded. Susan Feith commented about the implications of changing the Code for someone who did not comply while other businesses have met the Code standards in their construction projects. Commissioners Austin and Daven had questions about enclosure gates and opacity; Mr. Kearns responded. Discussions ensued as to whether exceptions to the standards should be made in Community Development or if they should be reviewed by Plan Commission.

Motion by Daven to accept the request to amend Chapter 11 – Zoning Ordinance, specifically regarding architectural standards related to screening trash enclosures in commercial zoning districts and change the wording in standard (13) to *Planning Commission* versus *Zoning Administrator*, and removing number 4 in the staff's recommended conditions.

Commissioner Feith and Austin agreed that condition number 4 should be left in the request.

Motion failed due to lack of a second.

Motion by Austin to accept the request to amend Chapter 11 – Zoning Ordinance, specifically regarding architectural standards related to screening trash enclosures in commercial zoning districts and change the wording in standard (13) to *Planning Commission* versus *Zoning Administrator*, and retaining all 4 of the staff's recommended conditions:

- 1) The enclosure shall be located within the rear yard.
- 2) The chain link fence shall have privacy slats installed.
- 3) Landscaping, in the form of shrubs shall completely screen the enclosure at maturity and be a minimum of 50% of the enclosure height at planting, except the enclosure gate.
- 4) The enclosure gate shall be 100% opaque and made of wood, synthetic or metal materials. A chain link gate is permitted when a principal, or accessory building completely screen the gate from the right-of-way or adjacent lot.

Second by Blaser

Motion carried (4 – 2; Goodreau and Feith voting against)

7. Adjourn

Motion by Daven to adjourn; second by Thao

Motion carried (6 – 0)

Meeting adjourned at 5:03 p.m.

Respectfully Submitted by Erika Esser, Secretary



VANDEWALLE & ASSOCIATES INC.

To: Common Council, City of Wisconsin Rapids
Plan Commission, City of Wisconsin Rapids
Recovery and Reuse Project Steering Committee

From: Scott Harrington, AICP, Principal Planner
Sonja Kruesel, AICP, Associate Planner

Date: September-October 2022

Re: Recovery and Reuse Plan Progress Report

Vandewalle & Associates and a sub-consultant team have contracted with the City of Wisconsin Rapids to develop a Recovery and Reuse Plan and Implementation Strategy in response to the idling of the Verso Papermill. This memo provides a status update as project work continues to progress, and supplements previous reports submitted.

- Input sessions were held with the Plan Commission and Common Council, as well as the public. Events occurred on May 10, 2022, and June 1, 2022, respectively. Attendees heard a presentation from the planning consultant and engaged in an exercise to identify individual and group priorities. Through a sticky-dot voting system, the meetings concluded by identifying the top priorities of the group regarding mill's future. These priorities will be incorporated into visioning and reuse or redevelopment scenarios for the mill. At the public meeting, participants were also asked to share a favorite memory or identify any sense of loss due to the mill's closure.

The same input questions from the above exercises were posted on the city website for members of the public to share additional responses. This survey was advertised by city staff and the Heart of Wisconsin Chamber of Commerce. The survey received 638 responses as of the closing date in early September. A summary report of the survey results is attached.

- Draft Economic Opportunities Analysis in progress. A draft report is underway that includes a synthesis of previous related economic studies and information gathered in project work to date. This work includes an analysis of workforce data, stakeholder meetings, purchaser meetings, the public input session, the Plan Commission and Common Council input session, public survey, and industry innovation symposium. From this data, economic opportunities are being identified.
- Summary of upcoming schedule: Over the coming weeks, follow-up meetings are anticipated with groups including Centergy, Billerud, Masood Akhtar, and Sonoco. We anticipate a steering committee meeting in November which will include review of the draft economic opportunities identified for the site.

120 East Lakeside Street • Madison, Wisconsin 53715 • 608.255.3988 • 608.255.0814 Fax
247 Freshwater Way, Suite 530 • Milwaukee, Wisconsin 53204 • 414.988.8631
www.vandewalle.com

Wisconsin Rapids Recovery & Redevelopment Plan

Public Online Survey Summary

Introduction

The Wisconsin Rapids Recovery and Redevelopment Plan project team has implemented a number of public engagement opportunities over the course of the planning process. A public meeting was held on June 1, 2022 to gain input on community priorities and desires for future development, which will help inform the Site Vision and Redevelopment and Reuse Program for the former Verso Paper Mill Site. There were eleven registered attendees at the meeting, that worked in three small groups to provide input on the Community Priorities.

To engage more citizens in the planning process and obtain additional public feedback, the public engagement materials were converted into an online survey available to the public. As of the closing of the survey on September 9, 2022, 618 total participants completed the survey and provided their input along with an additional 20 written responses collected. The following contains a summary of the survey results.

Demographic Composition of Survey Respondents

Of the 638 respondents, 428 (67%) live in Wisconsin Rapids. A total of 108, or 17% of total respondents indicated that they live within 0.5 miles of the former Verso Paper Mill site. Of the 23% of respondents who indicated that they do not live within the community, many indicated that they live in nearby municipalities, most predominantly the Town of Grand Rapids, City of Nekoosa, and City of Port Edwards.

Survey results indicate that the majority of respondents that engaged with the survey are longtime Wisconsin Rapids residents and generally represent an older segment of the population. Nearly 50% of all respondents (49.61%) indicated that they have lived in Wisconsin Rapids for more than 21 years. Correspondingly, nearly half of all survey participants (48.11%) fell within the age range between 30 and 49 years old, and collectively only 9% of those engaged were under 30 years of age. This indicates that young people were likely underrepresented in the survey.

The survey also indicated that 87% of respondents owned their homes and that another 12% are renters. This is important to note, as current homeowners may not perceive the need for additional housing within the community that renters within Wisconsin Rapids may see and experience.

Survey Responses: Top Priorities Selected by Participants

Ultimately, the goal of the survey was to gain an understanding of what community members view to be the top priorities in advancing the Wisconsin Rapids Recovery and Redevelopment Program. The primary survey question asked participants to rank five to seven priorities from a large list of possible goals for the redevelopment and reuse of the former Verso Paper Mill Site. Participants were asked to rank priorities based on the ability of each option to meet the needs of the community. It should be noted that of the 638 total survey participants, 417 answered this question and the remaining participants skipped it entirely.

The seven top priorities selected by survey respondents include:

- Creating new jobs (at 36.2% of respondents or 85 picks as a top priority)
- Creating opportunities to retain/expand/recruit businesses (at 35.6% of respondents or 78 picks as a top priority)
- Reusing existing facilities to the maximum extent possible (at 22.2% of respondents and 36 picks as a top priority)
- Redeveloping the properties quickly (at 23.53% of respondents and 20 picks as a top priority)

- Mitigating environmental pollution (at 21.93% of respondents and 25 picks as a top priority)
- Improving safety, reducing crime & vandalism (at 20.30% of respondents and 27 picks as a top priority)
- Enhancing long-term economic sustainability (at 19.2% of respondents and 32 picks as a top priority)

Ultimately, the survey indicates that respondents would like to see the site used to expand, retain, and attract companies to provide new jobs within Wisconsin Rapids. There is an emphasis amongst respondent priorities on environmentally responsive redevelopment, including the mitigation of environmental pollution and the reuse of existing facilities as much as possible, which would decrease construction costs and mitigate the amount of construction material being consumed in redevelopment and being discarded in landfills. Respondents emphasized the desire for the expansion and attraction of quality jobs based on the strong indicated desire to enhance long-term economic sustainability. Capitalizing on the redevelopment opportunity to diversify the community's economic base is advisable. At the same time, respondents called for the properties to be redeveloped quickly, potentially indicating the need for additional quality jobs or the fear that the site could sit underutilized and vacant if action isn't taken to redevelop in the near term.

Open-Ended Prompts: General Themes & Consensus

The final survey question provided respondents with an opportunity to provide further details about any potential priority options that were not included in the options for the previous question. Responses were quite varied, but a number of trends amongst responses exist. In total, 111 respondents chose to provide an open-ended comment response to this question. General themes from this question can be found below:

- There is a desire to focus on redevelopment that will attract quality, long-term jobs that are from diverse economic sectors to strengthen the local economic base.
- While some respondents indicated the desire for more restaurants, entertainment, and shopping within the site, many indicated that they do not feel the community needs more low-wage service industry jobs. Redevelopment should focus on attracting modern manufacturing and technology sector businesses that can provide significant long-term job security to Wisconsin Rapids residents and attract or provide opportunities for a younger workforce.
- Several responses indicated the desire to see innovative environmental technology uses at the site, from waste-to-energy production facilities, cardboard and paper recycling, and other innovative green initiatives.
- Respondents indicated that the redevelopment site should be well-planned to create a neighborhood or part of the City designed for the future by addressing the need for a more varied and diverse housing stock that can provide different types of rental and ownership options for area residents.
- There was a common theme in the desire to clean up the river and incorporate it into the community's identity and list of amenities, and the general desire to see the site become a cohesive, enticing, and active place that will draw people to it to work, play, and live.
- Amongst respondents, the need for quality jobs and the desire to see unique entertainment and recreational opportunities besides bars and drinking establishments integrated into the area appear to be two of the strongest desires of commenters. Recreational centers or opportunities for physical activities and games, shooting and archery, bicycling, indoor golf driving ranges, and other such recreational entertainment businesses were mentioned as desires on several occasions. Community gathering spaces, concert halls, and events venues and programming to attract young people to the community were also mentioned regularly throughout these responses.
- Additional responses included the desire for a reliable public transit system that would add to quality of life for residents.
- Several respondents indicated a need to focus on supporting business development and opportunities to draw small business to the area. Including adding affordable, attractive commercial properties downtown.



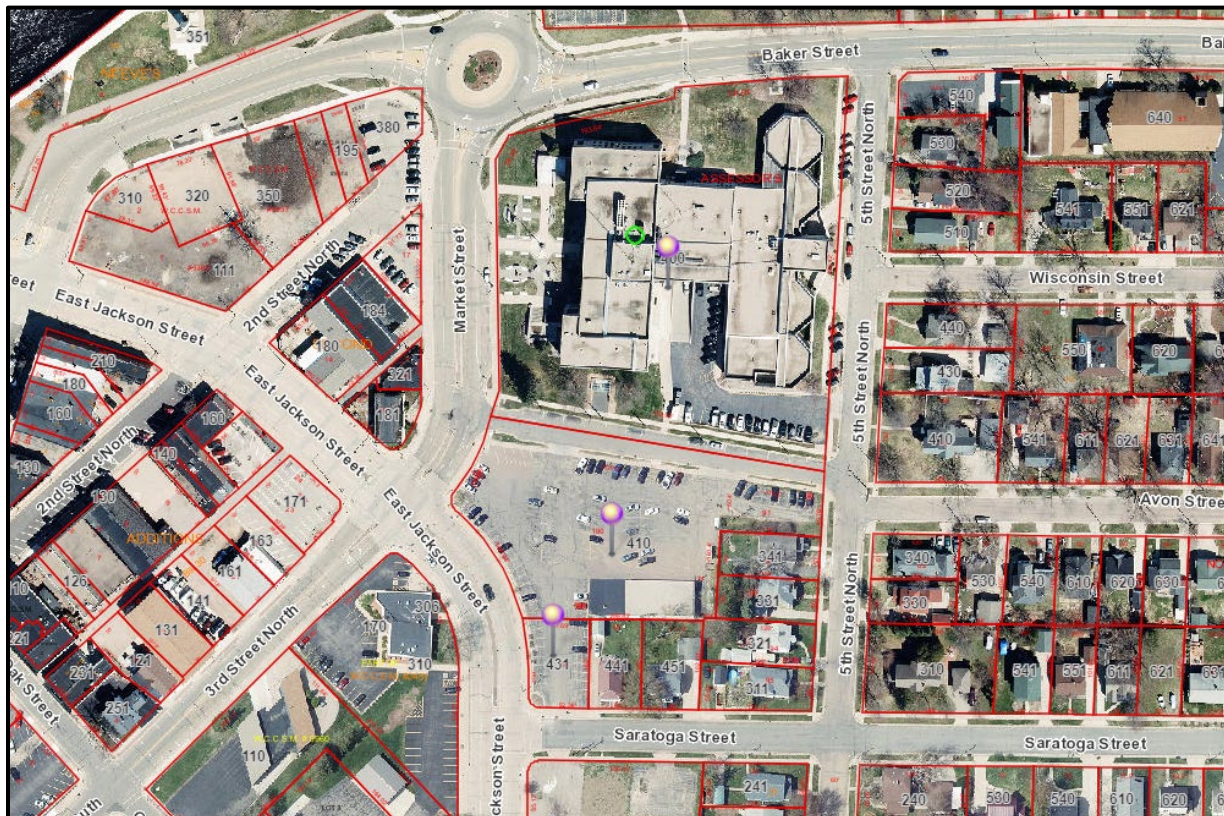
City of Wisconsin Rapids
444 West Grand Avenue
Wisconsin Rapids, WI 54495
Ph: (715) 421-8228

Memo

To: Plan Commission
From: Kyle Kearns
Date: 11/2/2022
Subject: **Wood County CSM – 22-001173:** request for Certified Survey Map approval to combine 3 lots for the Courthouse and Jail (Parcel ID's 3407751, 3407750, and 3407748) and dedicate right-of-way on Saratoga Street and Baker Street.

The request from Wood County is to combine 3 existing lots into one for the development of the Public Safety Facility (Jail). A vicinity map has been provided below showing the location of the existing lots. The proposed lot is 5.152 acres in size which meets the lots size requirements of the district. Note that the jail project received building exception during the approved overlay zoning for Planned Unit development. Lot combination was a condition of approval. Also, as part of the request, 10 feet is proposed for right-of-way dedication on Baker Street and 3 feet on Saratoga Street.

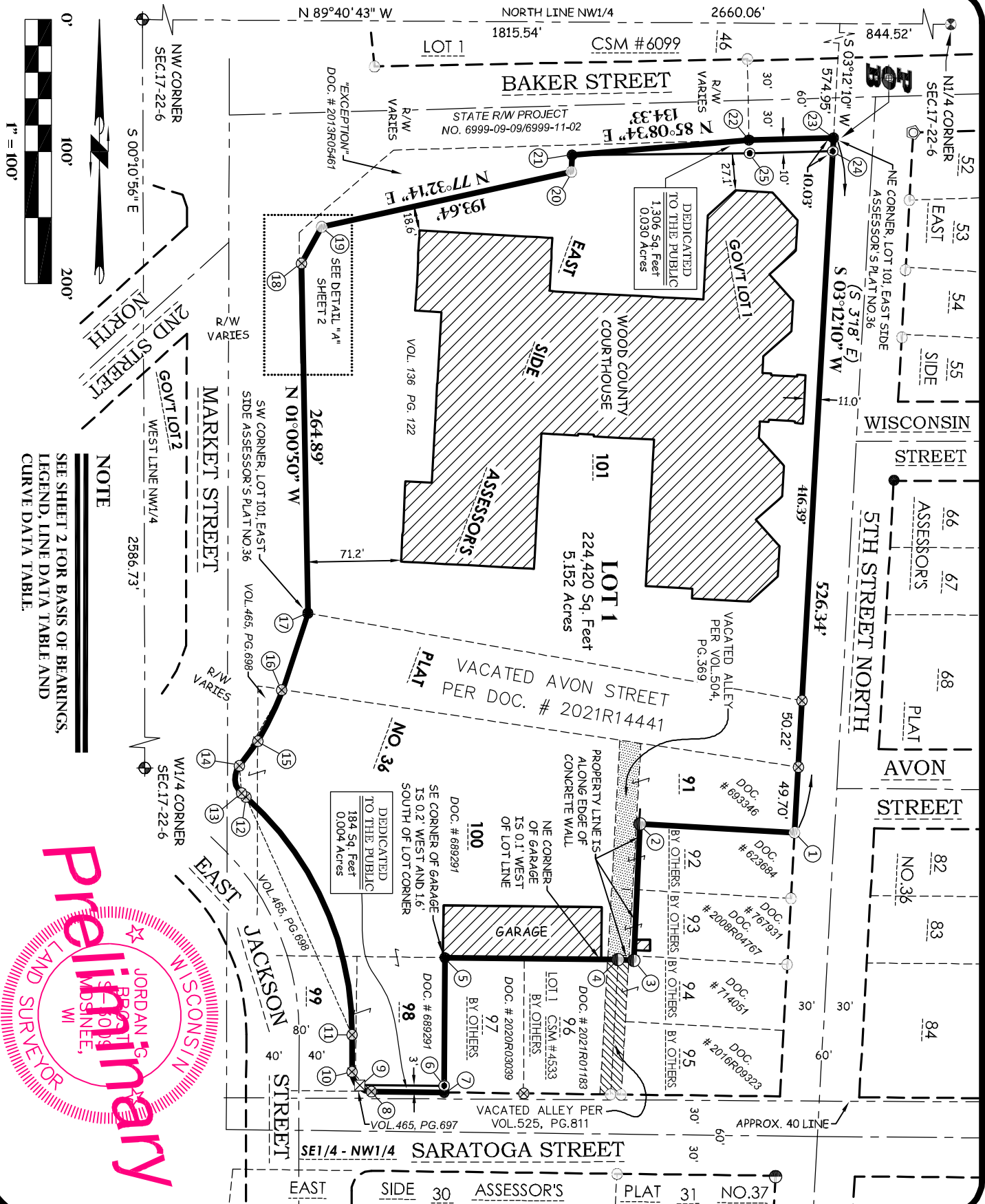
Vicinity Map



Staff would recommend approval of the requested CSM, including right-of-way dedication, as zoning standards are met, along with the City's Official Street Map.

CERTIFIED SURVEY MAP

BEING ALL OF LOT 91 AND A PART OF LOTS 92, 93, 94, 98, 99, 100 AND 101 AND A PART OF THE VACATED ALLEY LYING ADJACENT TO SAID LOTS 92, 93, 94, 98, 99 AND 100 AND VACATED AVON STREET LYING ADJACENT TO LOTS 91, 100 AND 101, ALL OF THE EAST SIDE ASSESSOR'S PLAT NO. 36, LOCATED IN GOVERNMENT LOT 1 OF SECTION 17, TOWNSHIP 22 NORTH, RANGE 6 EAST, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.



Preliminary
JORDAN G. BROST
LAND SURVEYOR
WISCONSIN
STEVENS POINT, WI



Point of Beginning

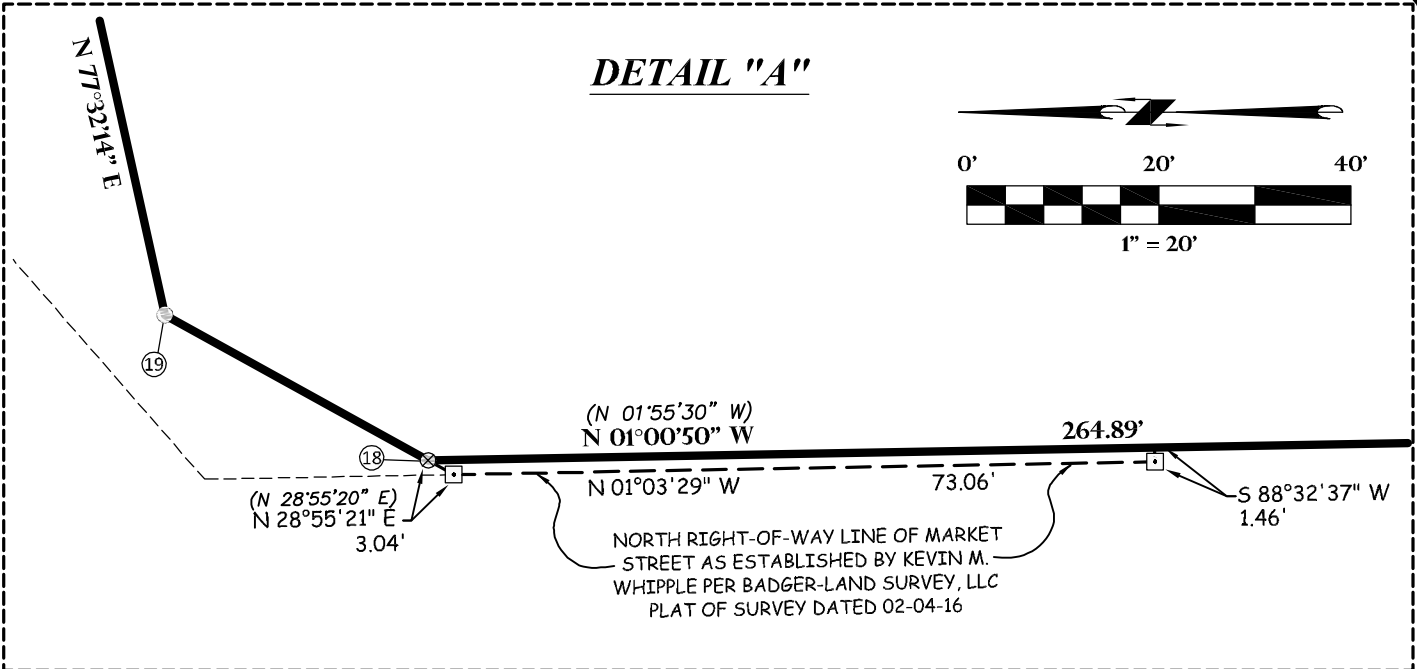
Land Surveying
Civil Engineering
Landscape Architecture
Jordan G. Brost, PLS #3009
4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 (PH) 715.344.9922 (FX)

FIELDWORK COMPLETED: 8/31/21
DRAWN: TDP CHECKED: JGB
FIELD BOOK: 80 PAGE: 47
JOB NO: 22.781

CLIENT
THE SAMUELS GROUP
311 FINANCIAL WAY #300
WAUSAU, WI 54401
SHEET 1 OF 4

CERTIFIED SURVEY MAP

BEING ALL OF LOT 91 AND A PART OF LOTS 92, 93, 94, 98, 99, 100 AND 101 AND A PART OF THE VACATED ALLEY LYING ADJACENT TO SAID LOTS 92, 93, 94, 98, 99 AND 100 AND VACATED AVON STREET LYING ADJACENT TO LOTS 91, 100 AND 101, ALL OF THE EAST SIDE ASSESSOR'S PLAT NO. 36, LOCATED IN GOVERNMENT LOT 1 OF SECTION 17, TOWNSHIP 22 NORTH, RANGE 6 EAST, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.



LINE DATA TABLE

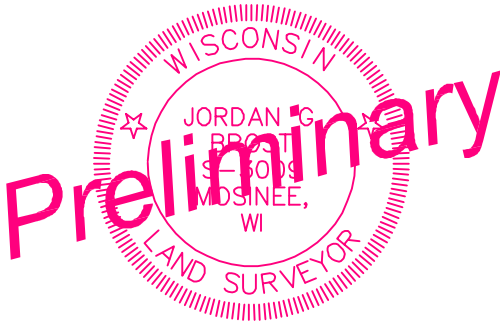
LINE	BEARING	DISTANCE
1-2	(N 86°42' W) N 86°46'25" W	117.30'
2-3	S 02°34'15" W	103.61'
3-4	N 86°42'07" W	11.85'
4-5	(N 89°13'10" W) N 89°19'00" W	131.20'
5-7	(S 0°22'50" W) S 00°17'07" W	102.00'
5-6	(S 0°22'50" W) S 00°17'07" W	99.00'
6-7	(S 0°22'50" W) S 00°17'07" W	3.00'
7-8	(N 89°13'10" W) N 89°19'00" W	55.11'
9-6	S 89°19'00" E	64.09'
10-11	(N 0°15'30" E) N 00°09'39" E	(27.84') 27.98'
12-13	(N 48°10'40" W) N 48°16'30" W	4.39'
16-17	N 18°11'55" E	60.87'
18-19	(N 28°55'20" E) N 28°55'21" E	31.35'
20-21	(N 2°29'11" E) N 02°29'11" E	12.65'
22-23	(N 88°28'20" E) N 88°38'51" E	64.03'
24-25	S 88°38'51" W	62.93'
25-21	S 89°24'36" W	134.40'

LEGEND

- 3/4" O.D. X 18" IRON BAR SET WEIGHING 150 LBS/LIN. FT.
- CUT "X" SET IN CONCRETE
- 1-1/4" O.D. IRON PIPE FOUND
- 1-1/4" O.D. IRON BAR FOUND
- 3/4" O.D. IRON BAR FOUND
- COMPUTED CORNER - NOT SET
- CUT "X" FOUND IN CONCRETE
- LANDSCAPE SPIKE FOUND
- HARRISON MONUMENT FOUND
- DRILL HOLE FOUND
- CONCRETE MONUMENT FOUND
- RECORDED AS

BASIS OF BEARINGS

THE NORTH LINE OF THE NW 1/4 OF SEC. 17, T.22N, R.6E, BEARS N 89°40'43"W AS REFERENCED TO THE WOOD CO. CRD. SYSTEM, NAD83 (2010).



CURVE DATA TABLE

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
8-10	15.00'	23.42'	21.12'	N 44°34'40" W	89°28'39"
8-9	15.00'	9.65'	9.49'	N 70°52'54" W	36°52'12"
9-10	15.00'	13.77'	13.29'	N 26°08'35" W	52°36'27"
11-12	240.00'	202.85'	196.87'	N 24°03'54" W	48°25'39"
13-14	15.00'	23.01'	20.82'	(N 4°21'58" W) N 04°19'45" W	87°53'30"
14-16	190.00'	66.61'	66.27'	N 29°34'23" E	20°05'14"
14-15	190.00'	23.33'	23.32'	(N 36°04'19" E) N 36°05'56" E	7°02'08"
15-16	190.00'	43.28'	43.19'	N 26°03'19" E	13°03'06"

OWNER:
WOOD COUNTY
400 MARKET STREET
WISCONSIN RAPIDS, WI 54494



Point of Beginning

Land Surveying
Civil Engineering
Landscape Architecture
Jordan G. Brost, PLS #3009

4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 (PH) 715.344.9922 (FX)

FIELDWORK COMPLETED: 08/31/21
DRAWN: TDP CHECKED: JGB

FIELD BOOK: 80 PAGE: 47

JOB NO: 22.781

CLIENT
THE SAMUELS GROUP
311 FINANCIAL WAY #300
WAUSAU, WI 54401

SHEET 2 OF 4

CERTIFIED SURVEY MAP

BEING ALL OF LOT 91 AND A PART OF LOTS 92, 93, 94, 98, 99, 100 AND 101 AND A PART OF THE VACATED ALLEY LYING ADJACENT TO SAID LOTS 92, 93, 94, 98, 99 AND 100 AND VACATED AVON STREET LYING ADJACENT TO LOTS 91, 100 AND 101, ALL OF THE EAST SIDE ASSESSOR'S PLAT NO. 36, LOCATED IN GOVERNMENT LOT 1 OF SECTION 17, TOWNSHIP 22 NORTH, RANGE 6 EAST, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

Surveyor's Certificate

I, Jordan G. Brost, Professional Land Surveyor, hereby certify:

That I have surveyed, combined, dedicated and mapped all of Lot 91 and part of Lots 92, 93, 94, 98, 99, 100 and 101 and a part of the vacated alley lying adjacent to said lots 92, 93, 94, 98, 99 and 100 and vacated Avon Street lying adjacent to lots 91, 100 and 101, all of the East Side Assessor's Plat No. 36, located in Government Lot 1 of Section 17, Township 22 North, Range 6 East, City of Wisconsin Rapids, Wood County, Wisconsin, described as follows:

Commencing at the North 1/4 corner of Section 17, Township 22 North, Range 6 East;
Thence N 89°40'43" W along the North line of the Northwest 1/4 of said Section 17, 844.52 feet;
Thence S 03°12'10" W along the West right-of-way line of 5th Street North and the Northerly extension thereof, 574.95 feet to the intersection of said west right-of-way line and the South right-of-way line of Baker Street, said point also known as the Northeast corner of Lot 101 of the East Side Assessor's Plat No. 36 and also being the Point of Beginning (POB) of the parcel to be described;
Thence S 03°12'10" W along said West right-of-way line, 526.34 feet to the Southeast corner of Lot 91 of said East Side Assessor's Plat No. 36;
Thence N 86°46'25" W along the South line of said Lot 91, 117.30 feet to the intersection of said South line and the East edge of a concrete retaining wall, said point also known as the Northeast corner of lands described and recorded in Volume 718, Page 769 as Document No. 763299;
Thence S 02°34'15" W along the East edge of a concrete retaining wall, the East line of said lands described and recorded in Document No. 763299 lying within Lot 92 of said East side Assessor's Plat No. 36, the East line of lands described and recorded in Document No. 767931 lying within Lot 93 of said Assessor's Plat and the East line of lands described and recorded in Document No. 769783 lying within Lot 94 of said Assessor's Plat, 103.61 feet to the most southeasterly corner of a concrete retaining wall;
Thence N 86°42'07" W along the southerly edge of a concrete retaining wall, said edge also known as the South line of lands described and recorded in said Document No. 769783, 11.85 feet to the centerline of vacated alley, said point also being the Northeast corner of Lot 1 of Certified Survey Map No. 4533;
Thence N 89°19'00" W along the North line of said Lot 1 of Certified Survey Map No. 4533 and the North line of Lots 96 and 97 of said East Side Assessor's Plat No. 36, 131.20 feet to the Northeast corner of Lot 98 of said Assessor's Plat;
Thence S 00°17'07" W along the East line of said Lot 98, 102.00 feet to the Southeast corner thereof, said point being on the North right-of-way line of Saratoga Street;
Thence N 89°19'00" W along said North right-of-way line, 55.11 feet;
Thence northwesterly 23.43 feet along the arc of a curve, along the northerly right-of-way line of Saratoga Street and the easterly right-of-way line of East Jackson Street, concave northeasterly, having a radius of 15.00 feet and whose long chord bears N 44°34'40" W, 21.12 feet;
Thence N 00°09'39" E along the easterly right-of-way line of East Jackson Street, 27.98 feet;
Thence northwesterly 202.85 feet along the arc of a curve, along said easterly right-of-way line East Jackson Street, concave southwesterly, having a radius of 240.00 feet and whose long chord bears N 24°03'54" W, 196.87 feet;
Thence N 48°16'30" W along said easterly right-of-way line of East Jackson Street, 4.39 feet;
Thence northerly 23.01 feet along the arc of a curve, along said easterly right-of-way line of East Jackson Street and the southeasterly right-of-way line of Market Street, concave easterly, having a radius of 15.00 feet and whose long chord bears N 04°19'45" W, 20.82 feet;
Thence northeasterly along the arc of a curve, along said southeasterly right-of-way line of Market Street, concave northwesterly, having a radius of 190.00 feet and whose long chord bears N 29°34'23" E, 66.27 feet to the intersection of said southeasterly right-of-way line and the South right-of-way line of vacated Avon Street, said South vacated right-of-way line also being the North line of Lot 100 of East Side Assessor's Plat No. 36;
Thence N 18°11'55" E along southeasterly right-of-way line of Market Street, 60.87 feet to the intersection of the North right-of-way line of vacated Avon Street and the East right-of-way line of Market Street, said point also being the southwest corner of Lot 101 of East Side Assessor's Plat No. 36;
Thence N 01°00'50" W along said East right-of-way line of Market Street and along the West line of said Lot 101, 264.89 feet to a point on the South line of lands described and recorded in Document No. 2013R05461;
Thence N 28°55'21" E along the South right-of-way line of Baker Street and the South line of lands described and recorded in Document No. 2013R05461, 31.35 feet;
Thence N 77°32'14" E along said South right-of-way line of Baker Street and the South line of lands described and recorded in Document No. 2013R05461, 193.64 feet;
Thence N 02°29'11" E along said South right-of-way line of Baker Street and the South line of lands described and recorded in Document No. 2013R05461, 12.65 feet;
Thence N 85°08'34" E along said South right-of-way line of Baker Street and the South line of lands described and recorded in Document No. 2013R05461, 134.33 feet to the most easterly corner of said lands described and recorded;
Thence N 88°38'51" E along the South right-of-way line of Baker Street and the North line of said Lot 101 of East Side Assessor's Plat No. 36, 64.03 feet to the Point of Beginning.

Containing 225,911 Square Feet - 5.186 acres.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of The Samuels Group.
That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.
That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin State Statutes and the Subdivision Ordinance of the City of Wisconsin Rapids in surveying, combining and mapping the same.

Dated this _____ day of _____, 2022.

OWNER:
WOOD COUNTY
400 MARKET STREET
WISCONSIN RAPIDS, WI 54494

Jordan G. Brost
PLS No. S-3009



Point of Beginning

Land Surveying
Civil Engineering
Landscape Architecture
Jordan G. Brost, PLS #3009

4941 Kirschling Court
Stevens Point, WI 54481
715.344.9999 (PH) 715.344.9922 (FX)

FIELDWORK COMPLETED: 08/31/21
DRAWN: TDP CHECKED: JGB

FIELD BOOK: 80 PAGE: 47
JOB NO: 22.781

CLIENT
THE SAMUELS GROUP
311 FINANCIAL WAY #300
WAUSAU, WI 54401

SHEET 3 OF 4

CERTIFIED SURVEY MAP

BEING ALL OF LOT 91 AND A PART OF LOTS 92, 93, 94, 98, 99, 100 AND 101 AND A PART OF THE VACATED ALLEY LYING ADJACENT TO SAID LOTS 92, 93, 94, 98, 99 AND 100 AND VACATED AVON STREET LYING ADJACENT TO LOTS 91, 100 AND 101, ALL OF THE EAST SIDE ASSESSOR'S PLAT NO. 36, LOCATED IN GOVERNMENT LOT 1 OF SECTION 17, TOWNSHIP 22 NORTH, RANGE 6 EAST, CITY OF WISCONSIN RAPIDS, WOOD COUNTY, WISCONSIN.

City of Wisconsin Rapids Planning Commission Approval

There are no objections to this plat with respect to Chapter 12, Municipal Code, and amendments thereo.

Certified this _____ day of _____, 2022.

Secretary, Planning Commision

Owner's Certificate of Approval

As owner representative, I hereby certify that I caused the land described on this Certified Survey Map to be surveyed, divided, mapped and dedicated as represented on the map. I also certify that this Certified Survey Map is required by s236.34 to be submitted to the following for approval or objections:

- 1) City of Wisconsin Rapids, Wood County

Witness the hand and seal of said owner this _____ day of _____, 2022.

OWNER NAME AND TITLE HERE

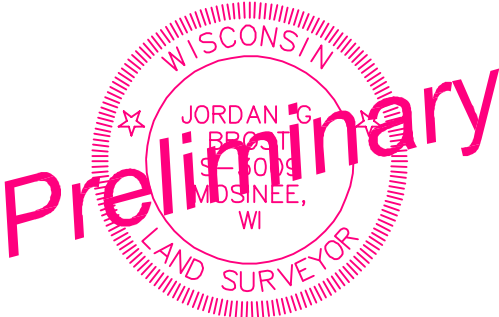
STATE OF _____)

COUNTY OF _____)

Personally came before me this _____ day of _____, 2022, the above named OWNER NAME AND TITLE HERE, to me known to be the persons who executed the foregoing instrument and hereby acknowledge the same.

_____, Notary Public, _____.

My commission expires _____.



OWNER:
WOOD COUNTY
400 MARKET STREET
WISCONSIN RAPIDS, WI 54494



CSM Review Application

City of Wisconsin Rapids, Wisconsin

Community Development Department
444 West Grand Avenue
Wisconsin Rapids, WI 54495-2780
Ph: (715) 421-8228

Overview: All certified survey maps shall be prepared in accordance with Sections 236.34 and 236.20(5)(a) of the Wisconsin Statutes, and Chapter 12 of the Revised Municipal Code of the City of Wisconsin Rapids. Certified survey maps shall be reviewed by the City Plan Commission within 40 days as described below.

(2) Any division of land other than a subdivision within the city or its extraterritorial plat approval jurisdiction, or which a plat has not been approved and recorded, shall be surveyed and a certified survey map of such division approved and recorded as required by Section 12.09 of this Municipal Code and the Wood County Land Subdivision Ordinance and Chapter 236, Wisconsin Statutes. (MC#1000)

The provisions of this section shall not apply to:

- (a) Transfers of interests in land by will or pursuant to court order.
- (b) Leases for a term not to exceed 10 years, mortgages or easements.
- (c) Combining of two or more adjacent, previously surveyed parcels of land, under the same ownership, placed under one parcel number, for tax assessment purposes only. (MC#1000)

When it is proposed to divide land into two or more parcels, lots, outlots or building sites, or any combination thereof (not requiring a subdivision plat) any of which is five acres or less in size, or when it is proposed to divide a block, lot or outlot into more than two parcels or building sites within a recorded plat, or when it is proposed to combine previously surveyed and recorded parcels with other surveyed or unsurveyed parcels, the subdivider shall utilize a Certified Survey Map prepared in accordance with Section 236.34, Wisconsin Statutes, and this ordinance. In cases where lots are being created from a large tract of land, tracts over twenty acres in size need not be mapped. However, tracts of lands of five acres or less in size shall not be left as unplatted lands. Creation of land-locked parcels shall not be allowed.

General instructions: Complete this application and submit one copy along with the proposed Certified Survey Map to the Zoning Administrator for review. Alternatively, you can submit your application online at <https://wisconsinrapids.zoninghub.com/>.

Application fee: \$50.00 plus \$10.00 per PC number of lots

Application submittal deadline: Applications may be submitted at any time, but are recommended to be submitted two weeks prior to a Plan Commission Meeting. The City Plan Commission meets regularly the first Monday of the month.

OFFICE USE ONLY

Application Number: 22-001173 Fee Paid: \$ 60.00 Fee Received By: CE Date Received: 10/20/22

Parcel Number: 3407751, 3407750, 3407748 Property Address: 400 Market Street, Wisconsin Rapids, WI

Property Owner / Applicant (circle)		Agent, if any
Name	<u>Wood County, c/o Jason Grueneberg</u>	<u>Point of Beginning, c/o Travis Plantico</u>
Street address	<u>400 Market Street</u>	<u>4941 Kirschling Court</u>
City, state, zip code	<u>Wisconsin Rapids, WI 54494</u>	<u>Stevens Point, WI 54481</u>
Daytime telephone	<u>715-421-8466</u>	<u>715-344-9999</u>
E-mail address	<u>jgrueneberg@co.wood.wi.us</u>	<u>travis@pobinc.com</u>

CSM Number (if any): _____

Description and reason for the proposed Certified Survey Map:

Being all of Lot 91 and a part of Lots 92, 93, 94, 98, 99, 100 and 101 and a part of the Vacated Alley lying adjacent
to said Lots 92, 93, 94, 98, 99 and 100 and vacated Avon Street lying adjacent to Lots 91, 100 and 101, all of the East
Side Assessor's Plat No. 36, located in Government Lot 1 of Section 17, Township 22 North, Range 6 East, City of
Wisconsin Rapids, Wood County, Wisconsin.

The reason for this CSM is to combine all of the client's parcels into one lot.

Zoning information (refer to <https://wisconsinrapids.zoninghub.com/zoningmap.aspx>)

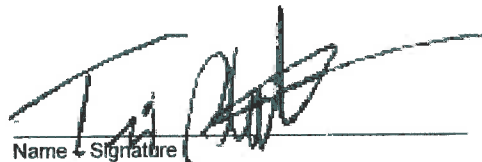
<input type="checkbox"/> RR Rural Residential	<input type="checkbox"/> R-8 Manufactured Home Park	<input type="checkbox"/> M-1 General Industrial
<input type="checkbox"/> R-1 Single family Residential	<input type="checkbox"/> B-1 Downtown Commercial	<input type="checkbox"/> M-2 Heavy Industrial
<input type="checkbox"/> R-2 Mixed Residential	<input type="checkbox"/> B-2 General Commercial	<input checked="" type="checkbox"/> I-1 Institutional
<input type="checkbox"/> R-3 Multi-family Medium Density Residential	<input type="checkbox"/> B-3 Neighborhood Commercial	<input type="checkbox"/> P-1 Park and Recreation
<input type="checkbox"/> R-4 Multi-family High Density Residential	<input type="checkbox"/> B-5 Mixed Use Commercial	<input type="checkbox"/> C-1 Conservancy

Applicant certification

- I certify that all of the information in this application, along with any attachments, is true and correct to the best of my knowledge and belief.
- I understand that submission of this application authorizes City officials and employees, and other designated agents, including those retained by the City, to enter the property to conduct whatever site investigations are necessary to review this application. This does not authorize any such individual to enter any building on the subject property, unless such inspection is specifically related to the review of this application and the property owner gives his or her permission to do so.
- I understand that this application and any written materials relating to this application will become a permanent public record and that by submitting this application I acknowledge that I have no right to confidentiality. Any person has the right to obtain copies of this application and related materials or view it online.
- I understand that the zoning administrator will review this application to determine if it contains all of the required information. If he or she determines that the application is incomplete, it will not be scheduled for review until it is deemed to be complete.

Property Owner and/or Applicant:

Travis Plantico
Name – print


Name – Signature

10-17-22
Date

Name – print

Name – Signature

Date



MEMO

To: Plan Commission

From: Kyle Kearns, Director of Community Development
 Carrie Edmondson, Associate Planner

Date: November 3, 2022

RE: **City of Wisconsin Rapids – 22-001179:** Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 11-Zoning Ordinance, specifically to allow residential accessory buildings within the Manufactured Home Park (R-8) district and to establish dimensional requirements for the structures under the manufactured home park supplemental standards.

The Manufactured Home Park (R-8) district is:

“intended to accommodate mobile homes and/or manufactured homes as part of a unified project, which may also include compatible community and civic uses.”

It is reasonable to expect that the individual owners of the mobile and/or manufactured homes would have necessity for residential accessory structures to house their outdoor equipment and household material storage. However, Chapter 11 – Zoning does not list accessory building, residential as a permitted use in the R-8 district. Therefore, staff is suggesting that in Appendix A 17.02 Accessory building, residential be amended to be listed as permitted in the R-8 district.

Series / Land Use	Secondary Review	RR	R-1	R-2	R-3	R-4	R-8	B-1	B-2	B-3	B-5	I-1	P-1	M-1	M-2	C-1
17 Accessory Uses																
17.01 Accessory building, nonresidential	AR,SP,ZP	-	-	-	-	-	-	-	P	P	P	P	P	P	P	-
17.02 Accessory building, residential	ZP	P	P	P	P	P	-	-	-	P	-	-	-	-	-	-

We do believe there is a need to establish dimensional standards for the accessory buildings. This ensures that development throughout the manufactured home park is keeping with scale, accessibility, and privacy needs. The following changes are suggested to Appendix C under Manufactured Home Park (R-8) district:

Dimensional Standards:

Lot Standards	Additional Details	
Lot area, minimum	s. 11.06.102	5 acres
Lot width, minimum	s. 11.06.103	150 feet

Street frontage, minimum	s. 11.06.104	85 feet
Building Setbacks		
Front yard setback, minimum	s. 11.06.106	25 feet
Side yard setback, minimum	s. 11.06.106	20 feet
Rear yard setback, minimum	s. 11.06.106	20 feet
Building Standards		
Number of detached accessory buildings, minimum	See Appendix B, 3.01 Manufactured Home Park	2
Other		
Distance between driveway and property boundary line, minimum	-	5 feet

Staff is also suggesting the following changes to the standards listed in Appendix B under manufactured home park:

3.01 Manufactured home park

Description: A place with 2 or more designated pads (i.e., lots) for lease or rent to the general public for the placement of a mobile home or a manufactured home.

Parking Requirements: 2 spaces for each dwelling unit

Supplemental Standards:

(a) Mobile home space. A manufactured home space must be at least 40 feet wide and at least 3,000 square feet in area.

(b) Location of mobile homes. A manufactured home or mobile home may not be closer than 20 feet to another unit or 10 feet to an internal service road. **No more than two accessory structures are permitted per manufactured home space. Accessory buildings shall not exceed 120 square feet in area or 10 feet in height, except that carports with one open side not to exceed 16 feet by 24 feet and 10 feet height are permitted. Soft sided structures and canopies are strictly prohibited. Accessory structures may not be closer than 10 feet to another unit or 10 feet to an internal service road.**

(c) Water and sanitation. Each manufactured home space must be connected to a public water supply system and a public sewage disposal system.

(d) Surfacing. All internal service roads, parking areas, and walkways must be hard surfaced.

(e) Ancillary uses. A manufactured home park shall not include a mobile home sales office or other business or commercial use. However, laundries, washrooms, recreational rooms, maintenance equipment storage, and one management office are permitted.

(f) Screening. A manufactured home park must be completely enclosed, except for permitted entrances and exits by temporary planting of fast-growing material, capable of reaching a height of 15 feet or more, and a permanent evergreen planting, the individual trees to be of such a number and so arranged that within 10 years they will have formed a dense screen. Such permanent planting shall be grown or maintained to a height of not less than 15 feet.



Memo

To: Plan Commission

From: Kyle Kearns, Community Development Director
Carrie Edmondson, Associate Planner

Date: 11/3/2022

Subject: **City of Wisconsin Rapids – 22-001187:** Public hearing and action on a request from the City of Wisconsin Rapids to amend Chapter 12 – Subdivision and Platting of Land of the revised Municipal Code, specifically related to other land division and adjustments other than subdivisions, to clarify and permit an administrative review process.

Chapter 12 Subdivisions and Platting of Land does not clearly define minor land divisions or the process whereby they are adopted. Similarly, lot line adjustments and combinations are not identified. When staff are notified of lot divisions, combinations, or adjustments, it is typically before any survey work occurs. Lot standards exist within the Zoning Ordinance, with which staff review to ensure the lot split, combination or adjustment complies. The ordinance now somewhat requires a certified survey map (CSM) for the above, to be approved by the Plan Commission. However, this process can be costly to the applicant and significantly delay any associated project. Moreover, state statute prevents local regulation of sale and exchanges:

The sale or exchange of land between owners of adjoining property is exempt from local land division ordinance so long as:

- *The sale or exchange does not create additional parcels or lots.*
- *The sale or exchange does not reduce the parcels or lots below the minimum size as required by Chapter 236 or other laws, or local zoning standards or ordinances.*

Parcels sold or exchanged should be combined with an existing parcel (by plat of survey, certified survey map, etc.) to avoid creating an additional parcel. Local units of government have the authority to perform a limited review of these sales or exchanges of land to ensure that the resulting parcels meet minimum lot standards required by local zoning or other regulations (see OAG-01-14 in the Statutes and Rules section of this manual).

Wisconsin Platting Manual (page 149/477) s. 236.45 (2)(am), Wis. Stats.

History shows that a majority of small (4 or less) land divisions, lot combinations, or adjustments are approved with little or no comment by the Commission. Therefore, staff would recommend amending the ordinance to include a staff review process for these types of requests in the city and within our extraterritorial plat review area. Know that any right-of-way or parkland dedication would still require action by the Plan Commission and Common Council. Again, lot width, depth, area, use, and environmental constraints are sufficiently reviewed at a department level. Therefore, we are suggesting the following modifications to Chapter 12, Subdivisions and Platting of Land:

12.02 GENERAL REGULATIONS

- (1) Any division of land within the city or its extraterritorial plat approval jurisdiction which results in a subdivision as defined herein shall be, and any other division shall be, surveyed and a plat, thereof approved and recorded as required by this ordinance and Chapter 236, Wisconsin Statutes. (MC#1000)
- (2) Any division of land other than a subdivision within the city or its extraterritorial plat approval jurisdiction, or which a plat has not been approved and recorded, shall be surveyed and a certified survey map of such division approved and recorded as required by Section 12.09 of this Municipal Code and the Wood County Land Subdivision Ordinance and Chapter 236, Wisconsin Statutes. (MC#1000)
- (3) The provisions of this ordinance shall not apply to:
 - (a) Transfers of interests in land by will or pursuant to court order.
 - (b) Leases for a term not to exceed 10 years, mortgages or easements.
 - (c) ~~Combining of two or more adjacent, previously surveyed parcels of land, under the same ownership, placed under one parcel number, for tax assessment purposes only. (MC#1000)~~ The sale or exchange of parcels of land between owners of adjoining property if additional lots are not thereby created and the lots resulting are not reduced below the minimum sizes required by the Zoning Ordinance or other applicable laws or ordinances.

12.09 LAND DIVISIONS OTHER THAN SUBDIVISIONS (INCLUDING MINOR SUBDIVISIONS)

- (1) Procedure. Certified survey maps which do not contain dedications to the public shall be reviewed and approved in the following manner. The divider shall file a certified survey map with the ~~planning commission~~, zoning administrator, who shall within 40 days approve, approve conditionally, or reject the map. The divider shall be notified in writing of any conditions of approval or the reasons for rejection. Certified survey maps which contain dedications to the public shall be reviewed in the following manner. Within 10 days from the date of submission of the map, unless the time is extended by agreement with the subdivider, the community development department shall refer the map along with recommendations to the plan commission. The plan commission shall make a recommendation to the common council. The common council shall approve, conditionally approve, or reject the dedication of street or other public areas shown on the map. When a certified survey map is conditionally approved or rejected, the conditions applied or the reasons for rejection shall be communicated to the subdivider in writing. Any conditions applied shall be satisfied prior to the recordation of the map.
- (3) Certificates and Affidavits.
 - (b) The certificate of approval of the plan commission shall be on the face of the map, when required. (MC#1000)