MEETING NOTICE
COMMUNITY FACILITIES COMMITTEE

COMMITTEE MEMBERS: Ernie Bellin (Chair), Tim Hanna (Vice-Chair), Chuck Hornung, Tom Kautza, Brenda Schneider

DATE: Wednesday December 12, 2018
TIME: 10:00 a.m.
PLACE: East Central Wisconsin Regional Planning Commission,
400 Ahnaip Street, Suite 100, Menasha, WI 54952

Please contact the East Central office if you are unable to attend and arrange for an alternate to be present.

AGENDA [Materials to be sent under separate cover]

1) Welcome & Introductions
2) Statement of Compliance with Wis. Stats. Ch. 19, Subchapter V, Sec. 19.84 Open Meetings
3) Pledge of Allegiance
4) Approval of Agenda
5) Public/Guest Comment
7) Action Item: City of Neenah SSA Swap Amendment Request
8) Action Item: City of Neenah SSA Mapping Error Amendment Request
9) Discussion Item: Town of Clayton / WDNR Settlement Agreement
10) Announcements
11) Next Meeting: Wednesday, January 9, 2019 at 10:00 a.m.
12) Adjourn

Any person wishing to attend this meeting or hearing, who, because of a disability, requires special accommodations should contact the East Central Wisconsin Regional Planning Commission at (920) 751-4770 at least three business days prior to the meeting or hearing so that arrangements, within reason, can be made.
PROPOSED RESOLUTION NO. 34-18

UPDATING THE FOND DU LAC SEWER SERVICE AREA PLAN

WHEREAS, the East Central Wisconsin Regional Planning Commission has been designated by the Wisconsin Department of Natural Resources as the sewer service area management agency for the ten county East Central region, and;

WHEREAS, the East Central Wisconsin Regional Planning Commission has entered into a memorandum of agreement with the Wisconsin Department of Natural Resources to develop, update, and manage sewer service area plans for the designated area and select non-designated areas, and;

WHEREAS, the East Central Wisconsin Regional Planning Agency is preparing updated sewer service area plans for communities through the year 2035, and;

WHEREAS, the East Central Wisconsin Regional Planning Commission has held numerous public participation and community meetings for those areas affected during the planning process, and;

WHEREAS, the Sewer Service Area Plans will be submitted to the Wisconsin Department of Natural Resources and certified as part of the Wisconsin Water Quality Plans;

NOW THEREFORE BE IT RESOLVED BY THE EAST CENTRAL WISCONSIN REGIONAL PLANNING COMMISSION:

Section 1: That the Commission adopt the updated plan for the 2040 Fond du Lac Sewer Service Area Plan Update and recommend Wisconsin Department of Natural Resources certification of the plan update, and;

Section 2: That the Commission provide continuing sewer service area planning and management functions including sewer service area amendments, the review of wastewater and sewer plans and the review of sewer extension requests for the Rosendale Sewer Service Area.

Effective Date: October 26, 2018
Submitted By: Community Facilities Committee
Prepared By: Todd Verboomen – Associate Environmental Planner

Ernie Bellin, Chair - Winnebago County

Tim Hanna, Vice-Chair- Outagamie County

Chuck Hornung – Fond du Lac County

Brenda Schneider - Fond du Lac County

Tom Kautza – Shawano County
### 2040 Fond du Lac Area Summary of SSA Acreage Allocations

| Source: ECWRPC |

#### Vacant Acres

| Vacant Acres by Proposed Land Use Type | Total Proposed | Frnd Cons SSA | Frnd #2 SSA | TAY SD #1 SSA | TAY (SDD) SSA | Johnsburg SD SSA | Calendar SD SSA | Empire SD #1 SSA | Empire SD #2 SSA | FDL SD #3 SSA | FDL SD #4 SSA | FDL SD #5 SSA | V N FDL SSA | C FDL SSA |
|---------------------------------------|----------------|--------------|------------|---------------|--------------|----------------|---------------|----------------|----------------|-------------|-------------|-------------|-------------|-------------|------------|
| **Total**                             | 2040 FOND DU LAC AREA SUMMARY OF SSA ACREAGE ALLOCATIONS |                     |             |               |              |                |               |                |                |             |             |             |             |             |             |
| **Vacant Acres**                      |                |              |            |               |              |                |               |                |                |             |             |             |             |             |             |
| **Total**                             | 2608.88        | 150.50       | 58.70      | 14.30         | 17.05        |                |                |                |                |             |             |             |             |             |             |

**SSA Added**

- Source: ECWRPC
2040 DRAFT ALLOCATION PROPOSAL FOR THE FOND DU LAC SEWER SERVICE AREA

Map showing Village Corporate Limits, Current Planning Area Boundary, Proposed Planning Area Expansion, Proposed Planning Area Removal, City of Fond du Lac Growth Area, Current Sewer Service Area, and City Corporate Limits.

Prepared by ECWRPC: June 27, 2018
MEMORANDUM

DATE: December 4, 2018

TO: Community Facilities Committee Members

FROM: Todd Verboomen – Associate Environmental Planner

RE: Fond du Lac SSA Amendment Request, Track No. 157

The City of Neenah has submitted an application to amend the 2030 Neenah/Menasha Sewer Service Area (SSA). The proposed SSA amendment request is due to development interests that are on a faster pace than East Central’s timeline for the Neenah Menasha SSA Plan Update in 2019.

This amendment request proposes to amend the SSA boundary to accommodate development plans within the Town of Vinland west of Woodenshoe Road and along both sides of County Road G. This proposed amendment is being brought under Policy I, A (Swap) and Policy I, E (Mapping Error/Adjustment). The use of these amendment policies provide communities the flexibility to proceed with infrastructure projects in a timely fashion. This two part amendment allows the City of Neenah to install planned sewer infrastructure while working with East Central on the 2040 Neenah/Menasha Sewer Service Area plan update which will be initiated in 2019.

The proposed SSA boundary amendment would provide for an addition encompassing a total of 194.75 acres in two parts. Of this area a total of 177.1 acres are considered to be vacant/developable. The Swap amendment request removes a total of 183.7 acres from within the existing 2030 SSA boundary. The mapping error amendment request removes a total of 70.5 acres from the existing 2030 SSA boundary. The Neenah/Menasha SSA plan future land use lists this area as single-family residential use; however this land was annexed to the City in 2001 and is a dedicated City Park (Carpenter Preserve) and does not have any development potential. The Swap and mapping error SSA removals combine to a total of 177 undeveloped acres.
<table>
<thead>
<tr>
<th>Neenah/Menasha SSA Amendment (Track 157)</th>
<th>SSA Removals</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LU</strong></td>
<td><strong>Swap</strong></td>
</tr>
<tr>
<td></td>
<td>Acres</td>
</tr>
<tr>
<td>Developed</td>
<td>0.3</td>
</tr>
<tr>
<td>Undeveloped</td>
<td>126.7</td>
</tr>
<tr>
<td>ESA - 75 Foot Stream Buffer</td>
<td>2.0</td>
</tr>
<tr>
<td>Roads</td>
<td>0.2</td>
</tr>
<tr>
<td>Water</td>
<td>6.8</td>
</tr>
<tr>
<td>Wetland</td>
<td>36.6</td>
</tr>
<tr>
<td>ESA - 50 Foot Wetland Buffer</td>
<td>11.1</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>183.7</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Neenah/Menasha SSA Amendment (Track 157)</th>
<th>SSA Addition</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>LU</strong></td>
<td><strong>Acres</strong></td>
</tr>
<tr>
<td>ESA - 75 Foot Stream Buffer</td>
<td>2.01</td>
</tr>
<tr>
<td>General Woodlands (vacant)</td>
<td>10.04</td>
</tr>
<tr>
<td>Non-Irrigated Cropland (vacant)</td>
<td>150.20</td>
</tr>
<tr>
<td>Other Open Land (vacant)</td>
<td>16.86</td>
</tr>
<tr>
<td><strong>Total Vacant</strong></td>
<td>177.1</td>
</tr>
<tr>
<td>Single Family Residential</td>
<td>9.03</td>
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<tr>
<td>Transportation</td>
<td>5.48</td>
</tr>
<tr>
<td>Utilities/Communications</td>
<td>0.02</td>
</tr>
<tr>
<td>Water</td>
<td>1.11</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>194.75</td>
</tr>
</tbody>
</table>

Based on the review of this amendment submittal staff would recommend approval of this sewer Swap & mapping error amendment request. The information supplied by the applicant has been thorough and complete with regard to amendment criteria.
November 14, 2018

Eric Fowie
Executive Director
East Central Wisconsin Regional Planning Commission
400 Anhaip Street, Suite 100
Menasha, WI 54952-3100

Re: SSA Amendment (Map Error) City of Neenah

Dear Eric,

Please accept this letter and application as a formal request to amend the Neenah-Menasha 2030 Sewer Service Area Boundary through the map error amendment process. Approximately 59 +/- acres of land north of County Highway G in the City of Neenah was incorrectly identified as future single-family residential use in the Neenah-Menasha SSA Plan. The land is actually a dedicated City park (Carpenter Preserve) and does not have any development potential beyond that of a park. The land was annexed and acquired by the City for a park in 2001. The subject parcel is 70.52 acres in size and contains about 11.55 acres of Environmentally Sensitive Areas (ESA) that were identified in the original SSA Plan. A total of about 59 +/- acres would be available to extend the SSA boundary west to an area identified on the attached maps.

In addition to this map error, the City is also proposing to amend the SSA boundaries through the land swapping process. The total acres to be added to the SSA boundaries is 190 +/- acres. The land swapping amendment proposes to remove two parcels within the current SSA boundaries totally 140 +/- acres. The remaining 50 +/- acres is proposed to come from this map error amendment. Land to be added to the SSA boundaries includes existing single-family residences and undeveloped land intended to be developed as single-family residences. All proposed development will meet and exceed the density standards as set forth in the SSA Plan. The amendment is also consistent with the City's recently adopted Comprehensive Plan which was adopted in 2017.

Please place this request on the next Community Facilities Committee agenda and if you have any further questions regarding this request please contact me at 920-886-6126.
Sincerely,

Brad Schmidt, AICP
Deputy Director of Community Development

Cc:  Todd Verboomen, Associate Environmental Planner ECWRPC
     Chris Haese, Director of Community Development, City of Neenah
“208” Water Quality Management (WQM) Letter / SSA Review Request/Fee Payment Form.

On May 1, 2010 the East Central Wisconsin Regional Planning Commission instituted review fees for the issuance of WQM letters and SSA Amendment Reviews (see complete fee schedule on reverse side). This form should be completed and submitted, (along with your check payable to East Central RPC), in conjunction with the normal/required project submittal documents. Project proposals may be emailed in .pdf format provided they are legible and complete, (as described above), and additionally, review comments will be returned via email for expediency and convenience. Applicants may request a receipt of payment upon request. Questions should be directed to Joe Huffman at jhuffman@ecwrpc.org or by calling (920) 751-4770. A copy of this form in .pdf format is available on East Central’s website (www.ecwrpc.org) under the SSA Planning Program.

(PLEASE PRINT)

Submittal Date: 11/14/18

Project Name: SSA Amendment - Neenah-Menasha SSA (Woodenshoe Rd)

Project Type (circle one): Sewer Extension Private Lateral Lift Station WWTF Facility Plan SSA Amendment

Fee Amount (from schedule on reverse): $125.00 (please note ‘member’ or ‘non-member’ categories)

(Note – please pay only the initial fee indicated. If additional charges are incurred, you will be notified to authorize continuation of the review)

Municipality Name: City of Neenah ☑ RPC Member □ RPC Non-Member

Sanitary District Name (If applicable) Neenah-Menasha

Primary Project Contact: Brad Schmidt

Company/Business: City of Neenah

Phone No. (920) 886-6120

E-mail: Bschmidt@ci.neenah.wi.us

ECW RPC Use Only:

Review No. __________________

Date Revd. ________________

Check No. __________________

Date Completed: ________________

By: ________________________

Please paper clip check payable to East Central RPC to this page. If the check is not attached, the review will not be initiated!
Parcel ID
1. 0260024, 40 Acres
2. 026002302, 31.33 Acres
3. 0260023, 3.18 Acres
4. 0260025, 40 Acres
5. 0260026, 19.93 Acres
6. 0260027, 15 Acres
7. 026002601, 5.06 Acres
8. 0260262 (Partial), 1.9 Acres
9. 026025801, 18 Acres
10. 0260257, 4.42 Acres
11. 026025701, 1 Acre
12. 026025702, 1.17 Acres
13. 026025703, 3 Acres
14. 026025603, 7.54 Acres

Neenah-Menasha Sewer Service Area
Service Area Exchange
Map 1 of 2 - Service Area Additions

Legend
- Neenah-Menasha SSA
- Navigable Water
- ESA
- Wetlands
- Neenah (City) Parcels
- County Parcels

1 inch = 833 feet
November 14, 2018

Eric Fowle
Executive Director
East Central Wisconsin Regional Planning Commission
400 Anhaip Street, Suite 100
Menasha, WI 54952-3100

Re: SSA Amendment (Swap) City of Neenah

Dear Eric,

Please accept this letter and application as a formal request to amend the Neenah-Menasha 2030 Sewer Service Area Boundary by “swapping” approximately 140 +/- acres of land currently designated for sewer service with lands not currently within the SSA 2030 boundaries per the attached maps. The swap request is necessitated by development interest in the area being proposed to be added into the SSA boundaries. The areas being proposed to be swapped out are within the Town of Neenah east of Dixie Road and in the City of Neenah north of County Road G. At this point there has been no development interest nor does the City anticipate any development interest in the near future. The property owners involved in the swap have been notified of the City’s request before ECWRPC.

In addition to this land swap amendment, the City is also proposing to amend the SSA boundaries through the map error process. Land within the existing SSA boundaries was mistakenly identified as future single-family use, when the land was actually dedicated as a park in 2001. The total acres to be added to the SSA boundaries is 190 +/- acres. The map error amendment would remove about 50 +/- acres from the SSA land use projections. The remaining 140 +/- acres will come from the removal of the two parcels identified as part of this amendment. Land to be added to the SSA boundaries includes several existing single-family residences and undeveloped farm land intended to be developed as single-family residences. All proposed development will meet and exceed the density standards as set forth in the SSA Plan. The amendment is also consistent with the City’s recently adopted Comprehensive Plan which was adopted in 2017.

The City intends to service the area with an oversize sewer main and water main located adjacent to the land proposed to be added to the SSA boundaries. Engineering analysis has determined that the sewer and water mains are sufficient in size to provide service for the proposed area. The Neenah-Menasha
wastewater treatment plant has sufficient capacity (design flow of 13.0 million gpd averaging 9.0 million gpd actual flow) to accommodate development from the area being proposed to be included in the SSA boundaries.

Please place this request on the next Community Facilities Committee agenda and if you have any further questions regarding this request please contact me at 920-886-6126.

Sincerely,

Brad Schmidt, AICP
Deputy Director of Community Development

Cc:   Todd Verboomen, Associate Environmental Planner ECWRPC
      Chris Haese, Director of Community Development, City of Neenah
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(PLEASE PRINT)

Submittal Date: 11/14/18

Project Name: SSA Amendment - Neenah-Menasha SSA (Woodshoe Rd) 

Project Type (circle one): Sewer Extension Private Lateral Lift Station WWTF Facility Plan SSA Amendment (member) 

Fee Amount (from schedule on reverse): $125 (please note ‘member’ or ‘non-member’ categories) 

(Note - please pay only the initial fee indicated. If additional charges are incurred, you will be notified to authorize continuation of the review)

Municipality Name: City of Neenah

RPC Member □ RPC Non-Member

Sanitary District Name (if applicable) Neenah-Menasha

Primary Project Contact: Brad Schmidt

Company/Business: City of Neenah

Phone No. (920) 886-6126

E-mail: bschmidt@ci.neenah.wi.us

ECWRPC Use Only:

Review No. 157

Date Recvd. 11/14/18

Check No. 460660

Date Completed: 11/14/18

By: TAV

Please paper clip check payable to East Central RPC to this page. If the check is not attached, the review will not be initiated!
TO: Property Owners Impacted by Proposed Neenah-Menasha Sewer Service Area Boundary Changes

FROM: Brad Schmidt, Deputy Director of Community Development

DATE: November 14, 2018

Re: Neenah-Menasha Sewer Service Area Boundary Changes

Please be advised that the City of Neenah is proposing to amend the Neenah-Menasha Sewer Service Area (SSA) boundaries by "swapping" areas currently designated for service with areas not currently designated for sewer service that involves your property (See attached maps). The purpose for the boundary change is to allow extension of sewer service for areas adjacent to the City of Neenah where development is proposed to occur. The East Central Wisconsin Regional Planning Commission (ECWRPC) approves the Neenah-Menasha SSA and amendments thereto.

Your property is being included for the boundary change at this time only because there is no anticipation for development requiring sewer service extension to your property in the near future. Should conditions change necessitating the need to service your property in the future with sewer service the City can again request to amend the sewer service area boundaries through this swap process. The boundary change is only being proposed at this time to accommodate impending development not envisioned when the Sewer Service Area boundaries were adopted in 2006 and is not a statement of the future viability of development of those areas proposed to be removed from the SSA. The Neenah-Menasha area is only approved by the ECWRPC for a limited amount of land to be included in the sewer service area and thus changes are made from time to time to accommodate present development demand as is currently the case.

The City is requesting this SSA amendment to be placed on the EXWRPC Community Facilities Committee meeting this December but the date has not yet been scheduled. Please call ECWRPC at 920-751-4770 or check their website www.ecwrpc.org to find the exact date and time for the meeting.

If you have any questions regarding this communication please feel free to contact me at 920-886-6126 or by email at bschmidt@ci.neenah.wi.us.

Thank you,

Brad Schmidt
### Neenah-Menasha Sewer Service Area Amendment

#### Property Removals

**Parcel # 1**
- **Tax ID #**: 0616490000
- **Local Address**: NONE
- **Owner**: JOHN F. BERGSTROM
- **Mailing Address**: PO BOX 777
  - NEENAH, WI 54957-0777

**Parcel # 2**
- **Tax ID #**: 0100157
- **Local Address**: NONE
- **Owner**: JAMES & SUSAN JENSEN
- **Mailing Address**: 7473 COUNTY ROAD T
  - OSHKOSH, WI 54904