



REPORT TO CITY PLAN COMMISSION

Plan Commission Meeting Date: October 9, 2018

Common Council Meeting Date: No formal action required

Item: Minor Amendment to Special Use Permit #5-12

Case Manager: David Kress

GENERAL INFORMATION

Owner: Riverview Gardens, Inc. c/o Cindy Sahotsky

Applicant: Hoffman Planning, Design & Construction, Inc. c/o Mark Boehlke

Address/Parcel Number: 1101 South Oneida Street (Tax Id #31-4-0922-00 and #31-4-0534-00)

Petitioner's Request: The applicant is requesting to amend Special Use Permit #5-12, for an urban farm and recreation facility to include a greenhouse/farm building near the Seymour Street entrance.

BACKGROUND

Special Use Permit #5-12 for an urban farm and recreation facility, non-profit (public picnic areas and trails) at 1101 South Oneida Street was approved by the Common Council on July 18, 2012. A minor amendment to Special Use Permit #5-12 was approved by Plan Commission on May 11, 2015 (Common Council action was also required at that time to satisfy a previous condition of approval from 2012). The approval in 2015 was granted with 19 conditions listed as follows:

1. Retail sales of plants and produce grown on-site and other public use of the urban farm may occur between the hours of 8:00 am and 8:00 pm every day of the week. (see section 1.15.3 of Urban Farm Management Plan)
 - *Ongoing condition. This condition continues to apply at this location.*
2. The operating of mechanical equipment or motor vehicle, including but not limited to lawn mowers, roto-tillers, garden tractors, motorized weed trimmers, "farm tractor", "all-terrain vehicle" or any similar device, necessary for the maintenance of property shall only take place between the hours of 7:00 am and 8:00 pm standard time or daylight saving time when in effect with the exception of snow removal equipment. (see section 1.15.2 and 1.18.1 of Urban Farm Management Plan)
 - *Ongoing condition. This condition continues to apply at this location.*
3. All seed and fertilizer shall be stored in a secured, rodent-proof container and housed within an enclosed structure.
 - *Ongoing condition. This condition continues to apply at this location.*

Minor Amendment to Special Use Permit #5-12

October 9, 2018

Page 2

4. The urban farm use must comply with Americans with Disabilities Act design standards for accessible entrance routes and accessible routes between its different components and must follow universal design principles whenever possible.
 - *Ongoing condition. This condition continues to apply at this location.*
5. One identification sign is permitted not exceeding eight (8) feet in height or forty-eight (48) square feet per sign face, and shall be subject to other applicable provisions of ARTICLE XIV - SIGNS including, but not limited to, setback and clearance standards.
 - *On August 18, 2014, the Board of Zoning Appeals voted to approve variance requests to remove an existing legal nonconforming sign (for Riverview Country Club) and replace it with a new sign. The new sign would be off-premises and located on a property zoned R-3 Multi-Family District. The new identification sign at the South Oneida Street entrance was completed in August 2014 to display logos for Riverview Gardens and Stone Arch.*
6. No outdoor growing of fruits, vegetables, flowers and other plant and herb products shall occur within twenty-five (25) feet of the property line around the perimeter of the subject property.
 - *This planting area setback continues to apply for outdoor planting. As stated in section 1.5.1 of the Urban Farm Management Plan, all proposed hoophouse structures will be in excess of 100 feet from any property line. The proposed greenhouse/farm building, introduced in this request, would be used for growing plants within an enclosed building and provide a breakroom and restroom for staff. It would be built in two phases near the West Seymour Street entrance, a minimum of 40 feet from the property line. The proposed greenhouse/farm building will need to comply with applicable zoning district development standards or pursue a variance, if necessary.*
7. The proposed hydroponic greenhouse will need to comply with applicable zoning district development standards or pursue a variance, if necessary.
 - *Condition satisfied. Site Plan #17-15 for the hydroponic greenhouse was approved on June 29, 2015.*
8. The combined area of all buildings and structures, including but not limited to tool sheds, rest-room facilities, composting toilets, and planting preparation houses, hoophouses and greenhouses, shall not exceed twenty-five (25) percent of the lot area.
 - *Ongoing condition. This condition continues to apply at this location. As described in section 1.17.4 of the Urban Farm Management Plan, existing and proposed buildings will have a combined area of approximately 93,978 square feet, or 3.04% of the lot area. This represents an increase of 2,800 square feet (the estimated area of the proposed greenhouse/farm building) from the Urban Farm Management Plan previously amended in 2015.*
9. Composting and waste management must be managed according to the farm management plan. Compost material is limited only to the materials generated on-site and must be maintained on-

Minor Amendment to Special Use Permit #5-12

October 9, 2018

Page 3

site. Compost materials from the garden or gardeners shall be stored in a manner that is not visible from adjacent property (shielded from view by shrubbery or an enclosure). Composting shall be conducted in a manner that controls odor, prevents infestation, and minimizes runoff into waterways and onto adjacent properties. (see section 1.20.1 and 1.22.1 thru 1.22.5 of Urban Farm Management Plan)

- *Ongoing condition. This condition continues to apply at this location.*
10. Fences are permitted as regulated in the underlying district unless otherwise authorized and stipulated by the Special Use Permit.
 - *Ongoing condition. This condition continues to apply at this location.*
 11. The site must be designed so that water and fertilizers will not drain onto adjacent property or into the city's waste water system.
 - *Ongoing condition. This condition continues to apply at this location.*
 12. The owner shall conduct the urban farm operation in accordance with the Urban Farm Management Plan dated April 30, 2015.
 - *See the attached Urban Farm Management Plan, which was updated September 10, 2018. Changes from the 2015 version are underlined.*
 13. The urban farm operation and their owners, lessees, employees, volunteers, and visitors must comply with all federal, state, and local laws and regulations relating to the operation, use, and enjoyment of the urban farm premises. Site users may not use materials such as inappropriate fill that introduce heavy metals or other harmful contaminants to garden or farm sites. Site users may use pesticides only to the extent permitted by law.
 - *Ongoing condition. This condition continues to apply at this location.*
 14. The owner/applicant shall apply for and receive approval of a site plan from the Community and Economic Development Department prior to the construction or issuance of a building permit for any hoophouse or greenhouse.
 - *Site Plan #12-25, for 10 hoophouses, was approved on October 12, 2012, and a corresponding building permit was issued that same month. Another building permit was issued for 11 hoophouses on August 12, 2013. Site Plan #17-15 for the hydroponic greenhouse was approved on June 29, 2015, and corresponding building permits were issued. Future hoophouse and greenhouse construction will follow the process described in the condition above.*
 15. The owner/applicant shall apply for and receive a building permit from the Inspections Division prior to the construction of any hoophouse or greenhouse on the subject property. If a greenhouse would be used for public occupancy or open to the general public, then the Wisconsin Building

Minor Amendment to Special Use Permit #5-12

October 9, 2018

Page 4

Code would apply, particularly for life safety requirements.

- *Ongoing condition. This condition continues to apply at this location.*
16. All applicable City of Appleton Fire Codes must be met, and a fire inspection must be conducted prior to issuance of an Occupancy Permit from the Inspections Division.
- *Ongoing condition. This condition continues to apply at this location.*
17. All applicable City of Appleton Building and State of Wisconsin Building Codes must be met, and a final inspection must be conducted prior to issuance of an Occupancy Permit from the Inspections Division.
- *Ongoing condition. This condition continues to apply at this location.*
18. All City, State of Wisconsin and Federal laws, regulations and ordinances shall be complied with and all necessary permits and licenses shall be secured by the owner/applicant prior to issuance of an Occupancy Permit from the Inspections Division.
- *Ongoing condition. This condition continues to apply at this location.*
19. The urban farm operation shall be subject to periodic inspections by City staff to assure compliance with conditions of approval and requirements of applicable City Ordinances.
- *Ongoing condition. This condition continues to apply at this location.*

STAFF ANALYSIS

Project Summary: Riverview Gardens has operated at this location for over six years. The proposal is to construct a new greenhouse/farm building near the West Seymour Street entrance. It would be built in two phases and result in a building that is approximately 2,800 square feet in size, as shown on the attached development plan. The proposed greenhouse/farm building would be used for growing plants within an enclosed building and provide a breakroom and restroom for staff.

Existing Site Conditions: The subject site consists of approximately 72 acres, which were formerly occupied by the Riverview Country Club. Riverview Gardens has operated at this location since 2012. Their urban farm includes planting areas and hoopouses used for growing and harvesting of fruits, vegetables, herbs, and nuts, as well as a publicly-accessible trail system and community center.

Operational Information: The applicant's updated Urban Farm Management Plan is attached to the staff report. Changes from the previously amended 2015 version are underlined.

Surrounding Zoning and Land Uses: The surrounding area is under the jurisdiction of the City of Appleton (north, south, east, and west). The uses are generally residential, commercial, and institutional in nature.

Minor Amendment to Special Use Permit #5-12

October 9, 2018

Page 5

North: R-1B Single-Family District and PD/C-2 Planned Development General Commercial District. The adjacent land uses to the north are currently a mix of single-family residential and private open space, including Fox River Navigational System Authority property.

South: R-1B Single-Family District and P-I Public Institutional District. The adjacent land uses to the south are currently a mix of single-family residential and institutional, including a place of worship and school.

East: R-3 Multi-Family District, C-O Commercial Office District, and C-2 General Commercial District. The adjacent land uses to the east are currently a mix of multi-family residential and commercial uses.

West: R-1B Single-Family District. The adjacent land uses to the west are currently single-family residential.

Appleton Comprehensive Plan 2010-2030: Community & Economic Development staff has reviewed this proposal and determined it is compatible with the Agricultural and Private Open Space designation shown on the City's *Comprehensive Plan 2010-2030 Future Land Use Map*. Listed below are related excerpts from the City's *Comprehensive Plan 2010-2030*.

Goal 8 – Economic Development

Appleton will pursue economic development that retains and attracts talented people, brings good jobs to the area, and supports the vitality of its industrial areas, downtown, and neighborhood business districts.

OBJECTIVE 6.3 Transportation:

Create an environment that is safe and conducive to walking and bicycling throughout the entire city.

OBJECTIVE 8.1 Agriculture, Natural, Historic, and Cultural Resources:

Maintain the viability of the regional agricultural sector that provides locally-grown food for residents and raw materials for Appleton's food processing and other businesses.

Policy 8.1.2 Support programs that connect farmers and consumers to bring locally-grown food into the community, including working with the Community Garden Partnership and other organizations to provide locations for community garden education on gardening.

Policy 8.1.5 Support urban agriculture that also supports workforce education and promotes economic self-sufficiency, such as Riverview Gardens, Community Garden Partnership, UW Extension Master Gardeners and other organizations.

OBJECTIVE 10.7 Land Use:

Provide leadership in sustainability and continue to strive to incorporate sustainability into City planning and operations.

Zoning Ordinance Requirements: Based on the attached development plan, the proposed greenhouse/farm building satisfies setback standards specified in the R-1B Single-Family District. Other Zoning Ordinance requirements will be examined during the Site Plan review process.

Changes to Special Uses: The subject property has a zoning designation of R-1B Single-Family District and R-3 Multi-Family District. Per Sections 23-93(e) and 23-96(e) of the Municipal Code, an urban farm

Minor Amendment to Special Use Permit #5-12

October 9, 2018

Page 6

and recreation facility requires a Special Use Permit in the R-1B and R-3 Districts, but Special Use Permit #5-12 was approved previously. This item has been referred to the Plan Commission per Section 23-66(g) of the Municipal Code, which states:

(1) **Minor change.** Minor changes shall be submitted to and reviewed by the Plan Commission. Minor changes include:

a. Expansions of special uses of less than ten percent (10%).

Special Use Permit #5-12 was approved to allow for growing, harvesting, washing, and packaging of fruits, vegetables, flowers, and other plant and herb products on parcels #31-4-0922-00 and #31-4-0534-00. The overall area of the urban farm use does not change with this request.

b. Other changes which keep with the general intent and character of the Special Use Permit previously issued.

This minor amendment request is consistent with the general intent and character of Special Use Permit #5-12, as the subject site will continue to be used for an urban farm and recreation facility.

Note: Minor amendments to an existing Special Use Permit do not require Common Council action.

Finding of Fact: This request was reviewed in accordance with the standards for granting a Special Use Permit under Sections 23-66(e)(1-6) and 23-66(h)(17) of the Municipal Code, which were found in the affirmative, as long as all stipulations are satisfied.

Technical Review Group (TRG) Report: This item was discussed at the September 18, 2018 Technical Review Group meeting.

- Inspections Division Comments: New building may not be used by the public. Agricultural use is exempt from Building Code.

RECOMMENDATION

Staff recommends, based on the above, that Minor Amendment to Special Use Permit #5-12 for an urban farm and recreation facility located at 1101 South Oneida Street (Tax Id #31-4-0922-00 and #31-4-0534-00), as shown on the attached maps and per attached urban farm management plan, **BE APPROVED** to run with the land, subject to the following conditions:

1. Retail sales of plants and produce grown on-site and other public use of the urban farm may occur between the hours of 8:00 am and 8:00 pm every day of the week. (see section 1.15.3 of Urban Farm Management Plan)
2. The operating of mechanical equipment or motor vehicle, including but not limited to lawn mowers, roto-tillers, garden tractors, motorized weed trimmers, “farm tractor”, “all-terrain

Minor Amendment to Special Use Permit #5-12

October 9, 2018

Page 7

vehicle” or any similar device, necessary for the maintenance of property shall only take place between the hours of 7:00 am and 8:00 pm standard time or daylight saving time when in effect with the exception of snow removal equipment. (see section 1.15.2 and 1.18.1 of Urban Farm Management Plan)

3. All seed and fertilizer shall be stored in a secured, rodent-proof container and housed within an enclosed structure.
4. The urban farm use must comply with Americans with Disabilities Act design standards for accessible entrance routes and accessible routes between its different components and must follow universal design principles whenever possible.
5. One identification sign is permitted not exceeding eight (8) feet in height or forty-eight (48) square feet per sign face, and shall be subject to other applicable provisions of ARTICLE XIV - SIGNS including, but not limited to, setback and clearance standards.
6. No outdoor growing of fruits, vegetables, flowers and other plant and herb products shall occur within twenty-five (25) feet of the property line around the perimeter of the subject property.
7. The proposed greenhouse/farm building will need to comply with applicable zoning district development standards or pursue a variance, if necessary. Parking impacts related to the number of staff and volunteers anticipated for this part of the site will be examined during the site plan review process.
8. The combined area of all buildings and structures, including but not limited to tool sheds, rest-room facilities, composting toilets, and planting preparation houses, hoopouses and greenhouses, shall not exceed twenty-five (25) percent of the lot area.
9. Composting and waste management must be managed according to the farm management plan. Compost material is limited only to the materials generated on-site and must be maintained on-site. Compost materials from the garden or gardeners shall be stored in a manner that is not visible from adjacent property (shielded from view by shrubbery or an enclosure). Composting shall be conducted in a manner that controls odor, prevents infestation, and minimizes runoff into waterways and onto adjacent properties. (see section 1.20.1 and 1.22.1 thru 1.22.5 of Urban Farm Management Plan)
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11. The site must be designed so that water and fertilizers will not drain onto adjacent property or into the city’s waste water system.
12. The owner shall conduct the urban farm operation in accordance with the Urban Farm Management Plan dated September 10, 2018.

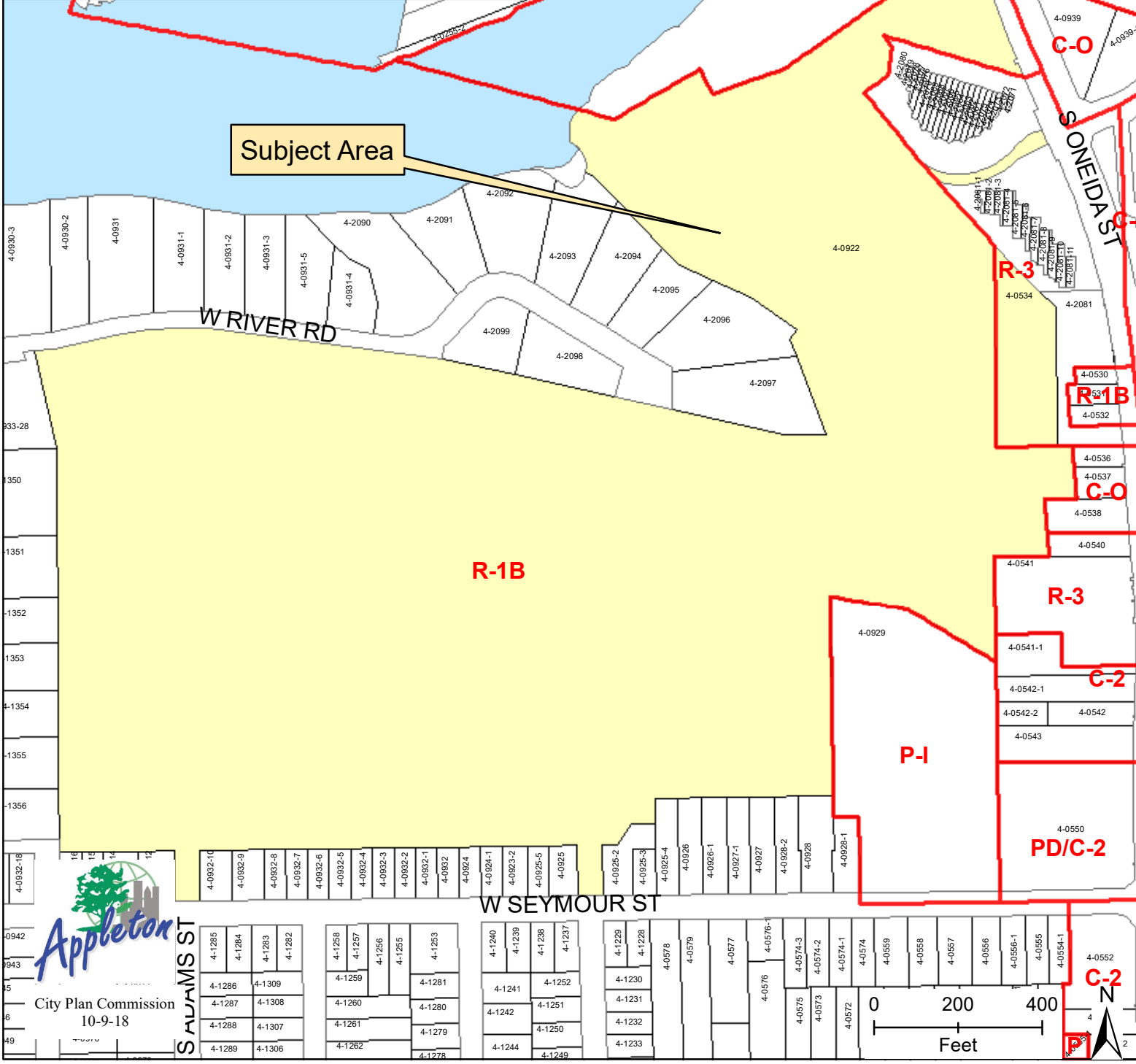
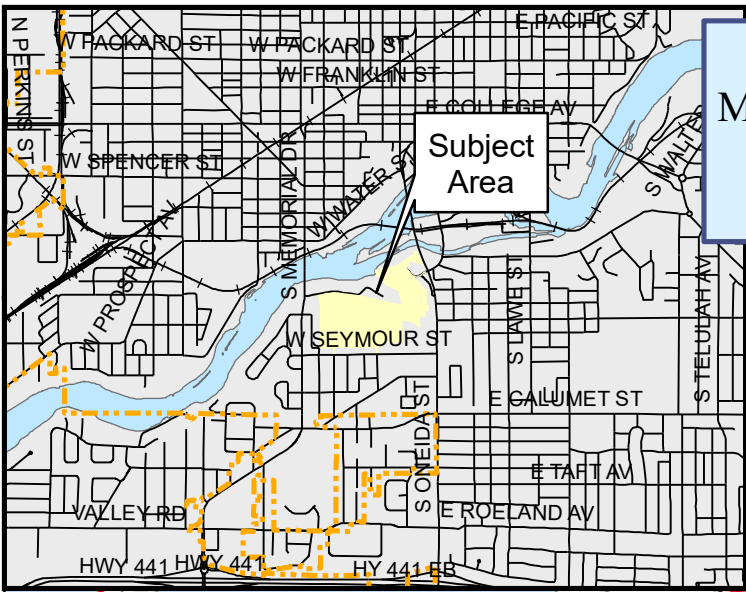
Minor Amendment to Special Use Permit #5-12

October 9, 2018

Page 8

13. The urban farm operation and their owners, lessees, employees, volunteers, and visitors must comply with all federal, state, and local laws and regulations relating to the operation, use, and enjoyment of the urban farm premises. Site users may not use materials such as inappropriate fill that introduce heavy metals or other harmful contaminants to garden or farm sites. Site users may use pesticides only to the extent permitted by law.
14. The owner/applicant shall apply for and receive approval of a site plan from the Community and Economic Development Department prior to the construction or issuance of a building permit for any hoop house or greenhouse.
15. The owner/applicant shall apply for and receive a building permit from the Inspections Division prior to the construction of any hoop house or greenhouse on the subject property. If a greenhouse would be used for public occupancy or open to the general public, then the Wisconsin Building Code would apply, particularly for life safety requirements.
16. All applicable City of Appleton Fire Codes must be met, and a fire inspection must be conducted prior to issuance of an Occupancy Permit from the Inspections Division.
17. All applicable City of Appleton Building and State of Wisconsin Building Codes must be met, and a final inspection must be conducted prior to issuance of an Occupancy Permit from the Inspections Division.
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19. The urban farm operation shall be subject to periodic inspections by City staff to assure compliance with conditions of approval and requirements of applicable City Ordinances.

1101 South Oneida Street
 Minor Amendment to Special Use Permit #5-12
 Urban Farm and Recreation Facility
 Zoning Map



City Plan Commission
 10-9-18



1101 South Oneida Street
Minor Amendment to Special Use Permit #5-12
Urban Farm and Recreation Facility
Aerial Map



Subject Area



City Plan Commission
10-9-18



PROJECT SUMMARY

Proposed Riverview Gardens Greenhouse/Farm Building

Special Use Amendment

9/10/18

Riverview Gardens is proposing to construct a new greenhouse/farm building to accommodate current and future needs at the farm site on Seymour Street. The proposed project will provide a greenhouse space (Phase One) and an attached farm building (Phase Two). The proposed total building area for both phases is approximately 2800 square feet. The greenhouse/farm building will be located just west of the existing Garden Center building near the Seymour Street entrance.

Phase One Greenhouse

Due to immediate needs, Riverview would like to phase the project to allow for Phase One to be constructed in 2018. This will allow for the Starts program to have some indoor/protected space before winter. Starts is the process of planting seeds in plastic trays to be grown on the farm. The primary users of the space will be farm staff and high school students that volunteer/work at the farm. The greenhouse will be approximately 1500 square feet.

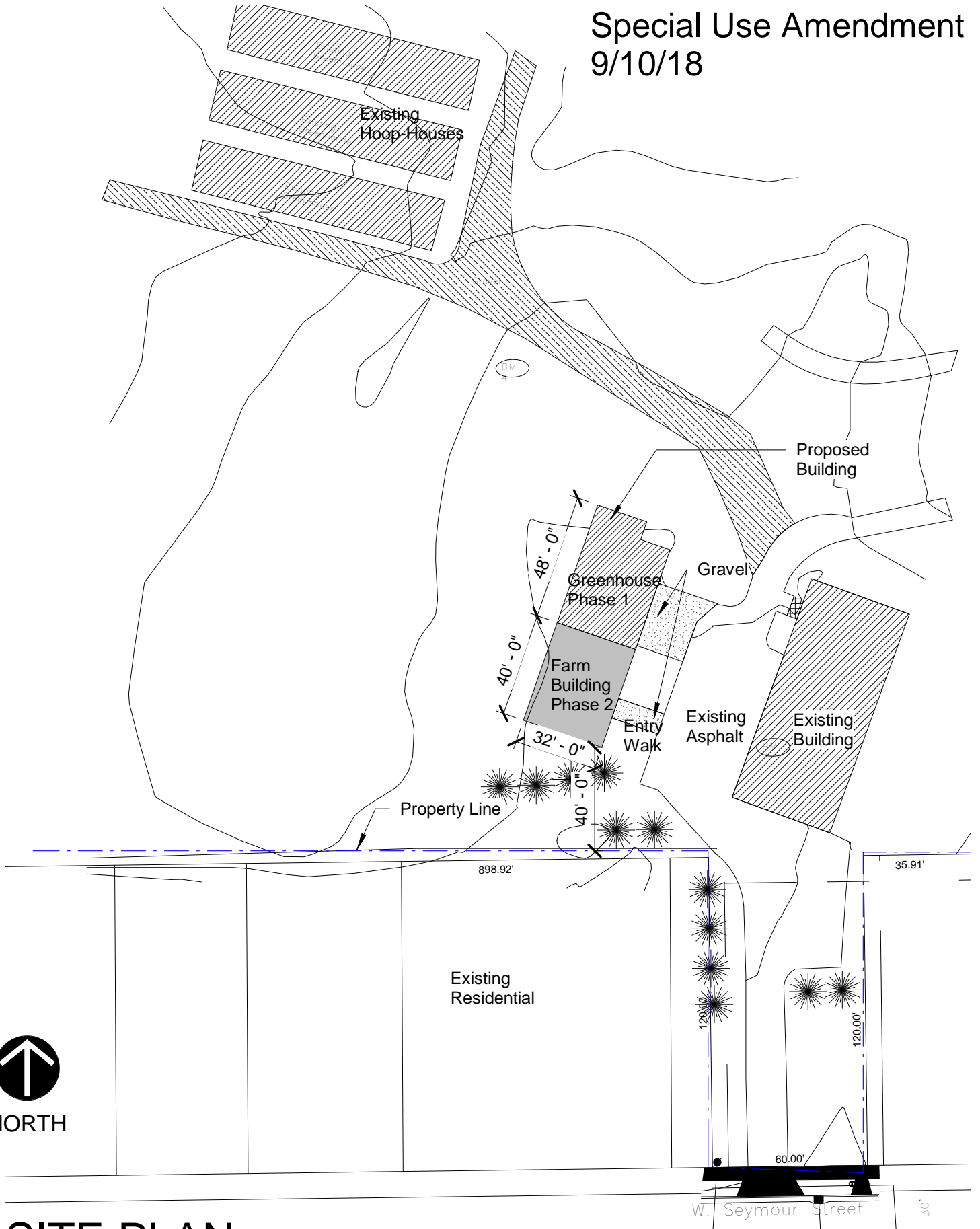
Phase Two Farm Building

Phase Two will include a farm building attached to the greenhouse. The farm building will provide a breakroom, storage, unisex toilet, and mechanical space. The primary users of this space will be the same as described in Phase One. Garden. This phase is proposed to be added in 2019. The farm building will be approximately 1300 square feet.

It is anticipated that water, sewer, gas and electric services will be extended to the building in Phase Two.

A site plan and other exhibits are attached that show more details about the project and the location.

Riverview Gardens Special Use Amendment 9/10/18



1 SITE PLAN

SCALE 1" = 50'-0"
AS REFERENCED BY: 1 / AE-201

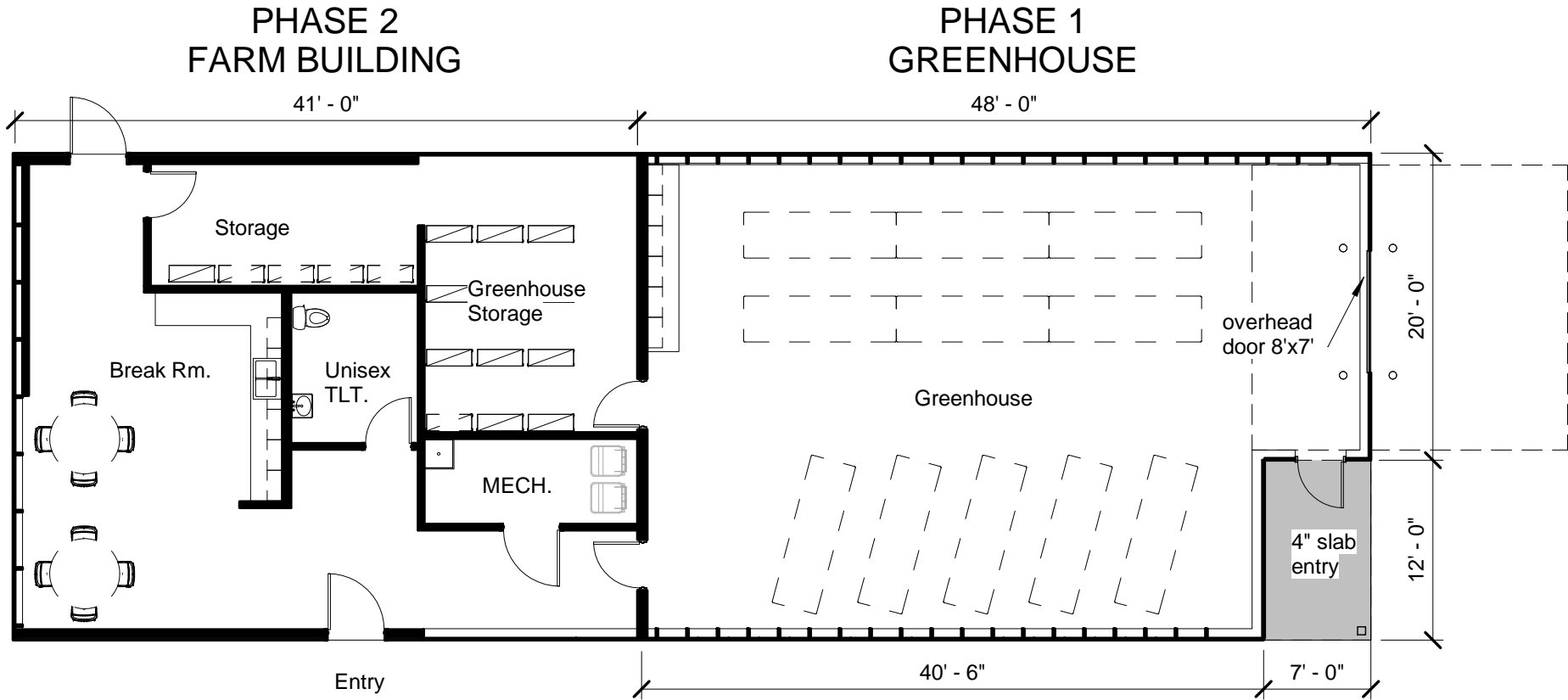
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Riverview Gardens Special Use Amendment 9/10/18



1 FIRST FLOOR PLAN

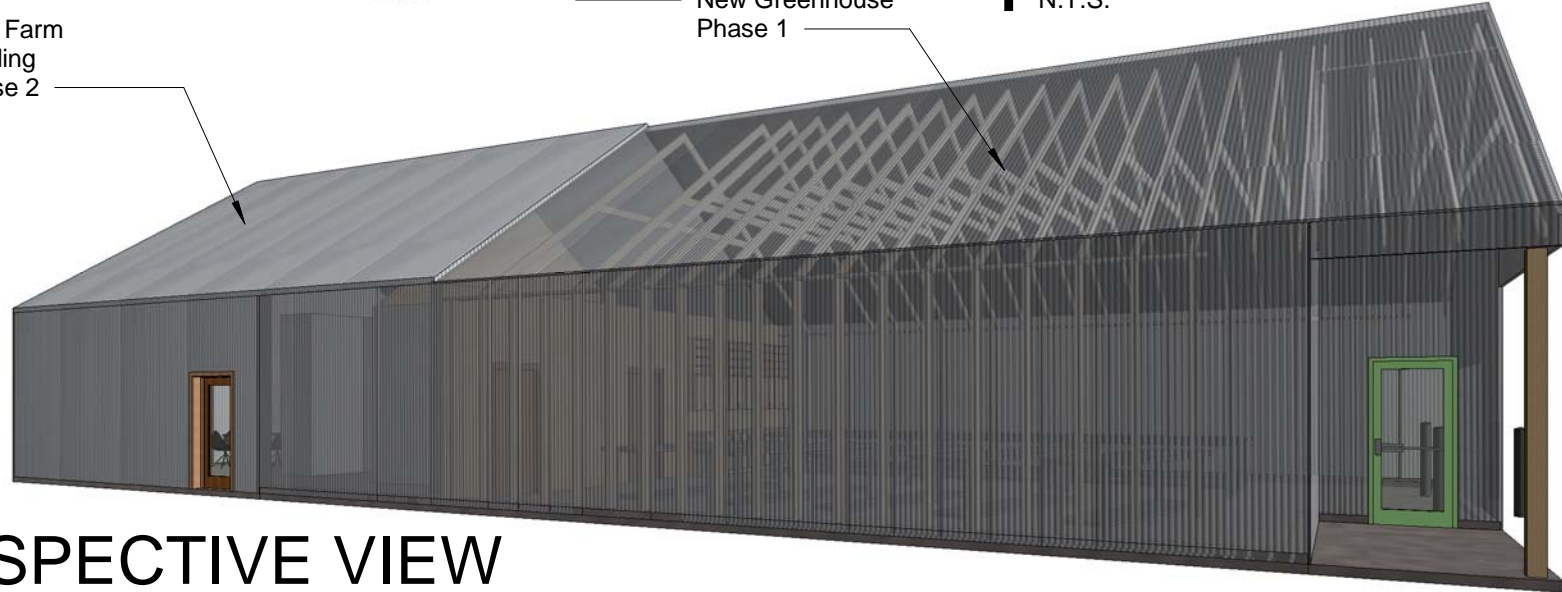
SCALE 3/32" = 1'-0"
AS REFERENCED BY:1 / AE-201



Riverview Gardens Special Use Amendment 9/10/18



New Farm Building Phase 2



Special Use Permit Application

Urban Farm and Non-Profit Recreational Use

Prepared for the City of Appleton, June 2012

Updated: April 30, 2015

Updated: September 10, 2018



RIVERVIEW GARDENS

72 acres with a mission

1101 S. Oneida St.
Appleton, WI 54915
(920) 733-2354

CONTENTS

1. Urban Farm Management Plan
 - 1.1. Overview
 - 1.2. Surrounding Streets, Zoning, Properties, and Structures
 - 1.3. Property Lines and Dimensions
 - 1.4. Existing Buildings
 - 1.5. Yard Setbacks
 - 1.6. Parking
 - 1.7. Existing Trees, Shrubs, and Grasses
 - 1.8. Refuse Containers and Enclosures
 - 1.9. Signage
 - 1.10. Exterior Lighting Fixtures
 - 1.11. Fences and Retaining Walls
 - 1.12. Driveways
 - 1.13. Snow Storage
 - 1.14. General Landscaping Concept
 - 1.15. Proposed Hours of Operation
 - 1.16. Employees
 - 1.17. Proposed Buildings and Structures
 - 1.18. Vehicles, Equipment, Tools, Materials, and Fuel Storage
 - 1.19. Pesticide and Fertilizer Use
 - 1.20. Use of Manure and Agricultural Waste
 - 1.21. Land Disturbing Activity
 - 1.22. Composting and Waste Management
 - 1.23. Public Programs and Public Non-Profit Recreational Use
 - 1.24. Planting Area and Plant Types
 - 1.25. Restrooms and Sanitary Facilities
 - 1.26. Produce Cleaning and Preparation
 - 1.27. Sales Area
 - 1.28. Water Sources
 - 1.29. Security
2. *Survey Map*
3. *Zone Map* and Key
4. Legal Description

1. Urban Farm Management Plan

1.1. Overview

- 1.1.1. Riverview Gardens is a financially self-sustaining social enterprise focused on job training for people in need in a park-like setting in downtown Appleton.
- 1.1.2. Riverview Gardens will undertake sustainable agricultural production on the site of the former Riverview Country Club in Appleton, Wisconsin. Much of the property will be used for biomass production, arbo-forestry, planting beds, and hoophouse agricultural production.
- 1.1.3. Riverview Gardens will use buildings and equipment in a similar manner to Riverview Country Club.
- 1.1.4. The existing trail system will be extended to approximately two miles of trails will include fourteen picnic areas open for public daytime non-profit recreational use.

1.2. Surrounding Streets, Zoning, Properties, and Structures

- 1.2.1. The Riverview Gardens property is bounded primarily by Single Family Residential properties on W. River Rd., S. Riverview Ln., W. Seymour St. and both Single Family and Multi-Family Residential on S. Oneida St. and S. Olde Oneida St. The property is also adjacent to the Fox River, U.S. Government Lock and Dam property, Fox Valley Nursery, ManorCare Health Services, and Riverview Lutheran Church and School. The *Survey Map* offers more detail of the surrounding streets, zoning, and adjacent properties.

1.3. Property Lines and Dimensions

- 1.3.1. 70.98 acres of property are included in this Special Use Permit. Please see the *Survey Map* for detailed property lines, special use delineation, and property dimensions.

1.4. Existing Buildings

- 1.4.1. The Riverview Community Center will be housed in the existing 16,362 sq. ft. Riverview Country Club Clubhouse as seen on the *Zone Map*. The Riverview Community Center will be used for weddings, meetings, recitals, community gatherings, and office space, similar to use during the time of Riverview Country Club. The kitchen will be used both for food processing of produce grown on site and as a restaurant. Applicable State and City licenses will be obtained before the kitchen is used in this manner.
- 1.4.2. The Garden Center will be used for equipment maintenance, produce washing and storage, office space, and employee break room. This 3600 sq. ft. building, located on the southern part of property as seen on the *Zone Map*, was used for similar purposes as the Riverview Country Club Grounds Shop.
- 1.4.3. The other three existing garages and sheds on property are labeled as Storage Buildings A, B, and C on the *Zone Map* and have areas of 960 sq. ft., 864 sq. ft., and 480 sq. ft., respectively. They will be used as they were by the Riverview Country Club to store equipment and tools.
- 1.4.4. As part of Riverview Garden's (RVG) initiative to fully utilize the property and maximize job training opportunities, RVG plans to add a permanent hydroponic greenhouse structure over the existing swimming pool providing a controlled

environment for year round growth. The greenhouse will be connected to the existing bath house which will be updated to serve as a packing area for harvested goods prior to distribution. The increased production will generate additional revenue towards financial sustainability. (see attached model)

The existing bath house is 2088 SF and the cabana is 1224 SF

1.4.5. As part of Riverview Garden's (RVG) initiative to fully utilize the property and maximize job training opportunities, RVG plans to add a greenhouse/farm building near the Seymour Street entrance, and just west of the existing garden center building. The greenhouse/farm building will provide a permanent and protected space and storage for the starts program.

1.4.6. Existing buildings occupy 25,802 sq. ft. of property. Proposed structures are listed in 1.17 Proposed Buildings and Structures. See 1.17.4 for a summation of total existing and proposed building square footage compared to lot size.

1.5. Yard Setbacks

1.5.1. The Riverview Gardens property has limited direct road frontage. As seen on the *Survey Map*, all existing buildings comply with building yard setback limits, as they were with Riverview Country Club. As seen on the *Zone Map*, all proposed hoophouse structures will be in excess of 100 feet from any property line. The pool house deck area has 0 set-back from side yards. The greenhouse/farm building will be set back a minimum of 40 feet from the property line.

1.5.2. Of the front, side, and rear yard agricultural planting setbacks that apply throughout the Riverview Gardens property line, the rear yard 25 foot setback is the most restrictive. No agricultural planting will take place within a uniform buffer zone of 25 feet from the property line, as seen on the *Zone Map*.

1.6. Parking

1.6.1. The maximum anticipated number of staff members and volunteers present at once at the Riverview Gardens and Riverview Community Center is 60. Due to the capacity of the Riverview Community Center, a maximum of 260 visitors are expected during special events in the Gardens or the Community Center. There are 138 parking spaces in total at the Riverview Gardens property.

1.6.2. The main parking lots are at 1101 S. Oneida St, as seen on the *Zone Map*. The primary lot has 95 parking stalls and the adjacent overflow lot has 38 parking stalls. These are the same lots previously used by staff and guests of Riverview Country Club.

1.6.3. Five staff-only parking stalls exist at 242 W. Seymour Street. This location, as seen on the *Zone Map*, is consistent with use by the Riverview Country Club.

1.6.4. A designated bicycle parking space exists at 242 W. Seymour St. A 12' metal bike rack is placed on existing asphalt pavement outside the Garden Center.

1.6.5. Please see 1.12 Driveways for parking ingress and egress and 1.13 Snow Storage for more information on parking area snow removal.

1.7. Existing Trees, Shrubs, and Grasses

1.7.1. Existing trees and shrubs from Riverview Country Club will be maintained except where they are in danger of falling and causing damage or they are an invasive species.

1.7.2. Existing plant types and future plant types have been categorized into four zones listed in *1.24 Planting Area and Plant Types*. These plant zones and an aerial photograph displaying existing plants are visible on the *Zone Map*.

1.8. Refuse Containers and Enclosures

1.8.1. Inorganic waste and recyclable materials will be disposed in their respective dumpsters located at the Riverview Community Center. The existing dumpsters are at the same location as the former Riverview Country Club, as shown on the *Zone Map*, and are entirely enclosed by an existing privacy fence.

1.8.2. The existing enclosure around the Riverview Community Center refuse containers.



1.9. Signage

1.9.1. The primary sign for Riverview Gardens will be located at the intersection of S. Oneida St. and S. Olde Oneida St, the same site as the existing sign for Riverview Country Club as seen on the *Zone Map*.

1.9.2. The proposed sign will professionally display the Riverview Gardens logo along with Stone Cellar's logo and will not exceed the height or width of the old sign. New sign completed in August of 2014.

1.9.3. Old Riverview Country Club main sign at S. Oneida St. and S. Olde Oneida St.



1.9.4. Secondary on-site signage will adequately mark the trail system and parking lots and will provide direction throughout the property.

1.10. Exterior Lighting Fixtures

1.10.1. The Garden Center, Pump House, and Storage Building B are each lit by one downward-pointing external lighting fixture. The Riverview Community Center main

parking lot is lit by two downward-pointing external lighting fixtures. These exterior light fixtures were installed and used by Riverview Country Club. Riverview Gardens presently has no plans for additional external lighting fixtures.

1.11. Fences and Retaining Walls

- 1.11.1. An existing 6' high chain link fence with privacy slats runs 310' surrounding the former Riverview Country Club Pool and Cabana area. A privacy fence surrounds the dumpster and recycling area outside the Riverview Community Center as seen in photo 1.8.2. There are no proposed future fences. Existing fence to remain.
- 1.11.2. There are no retaining walls on the Riverview Gardens property. There are no proposed future retaining walls.

1.12. Driveways

- 1.12.1. The primary existing entranceway of Riverview Gardens is at the intersection of S. Olde Oneida St. and S Oneida St. As seen on the *Survey Map*, the main driveway runs directly into S. Olde Oneida and provides ingress and egress to and from the primary parking lots and Riverview Community Center. See 1.11.2 for a photo of the main driveway intersection.
- 1.12.2. An existing secondary entrance to Riverview Gardens is located at 242 W. Seymour St. As seen on the *Survey Map*, a short driveway leads from W. Seymour between residential lots and leads to a small staff-only parking lot at the Garden Center.
- 1.12.3. An existing secondary entrance to Riverview Gardens is located on S. Onieda St. through an adjacent property as displayed on the *Survey Map*. This gravel drive has an existing cement driveway apron and goes from S. Oneida St. towards the asphalt path leading to Storage Buildings B and C. The entrance is used for landscape and commercial vehicle deliveries to the Garden Center to reduce the impact of otherwise travelling through residential neighborhoods.
- 1.12.4. Existing secondary entrance and adjacent properties on S. Oneida St.



1.13. Snow Storage

- 1.13.1. Snow storage areas adjacent to all driveways and parking lots will be consistent with previous use by Riverview Country Club to maintain plant health and vehicular circulation. Please see the *Zone Map* for specific snow storage locations.

1.14. General Landscaping Concept

- 1.14.1. See 1.24 *Planting Area and Plant Types* for a description of current and future planting areas related to landscaping.

1.15. Hours of Operation

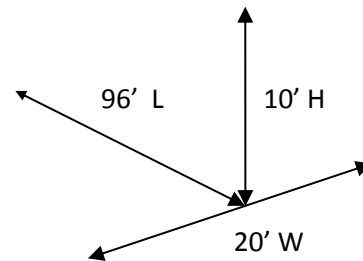
- 1.15.1. The two-mile trail system on property will be open from sunrise to sunset for public daytime use. The trails will open no earlier than Fall of 2012. More information about the trails is included in *1.23.1 Public Programs* and a full trail map is shown on the *Zone Map*.
- 1.15.2. Staff and volunteers will operate between 7 am-9 pm, using no mechanical equipment outside the hours of 7 am-8 pm. See *1.18 Vehicles, Equipment...* for more information on equipment use.
- 1.15.3. Distribution and retail sales of products will occur within the hours of 8 am-8 pm.
- 1.15.4. Riverview Community Center has yet to formalize a business plan, but will be open for events in hours consistent with use by Riverview Country Club.

1.16. Employees

- 1.16.1. Up to 60 staff members and volunteers are expected daily at Riverview Gardens and Riverview Community Center and will be active from 7am -9pm as described in *1.15 Hours of Operation*.
- 1.16.2. All activities and volunteers on the Riverview site will be supervised by the Riverview Gardens Management.

1.17. Proposed Buildings and Structures

- 1.17.1. Hoophouses are frame structures covered by 6 mil greenhouse plastic membrane. Hoophouses at Riverview Gardens will be 20'W x 96'L x 10'H (1,920 sq. ft. land area, 15,079 cu. ft. interior volume) and will be used solely for agricultural production. Riverview Gardens will apply for appropriate city permits before construction begins.
- 1.17.2. An example of a 20' x 96' x 10' hoophouse structure in Appleton with a 3' compost and mulch pile on the side.



- 1.17.3. Starting in 2012, Riverview Gardens proposes to build 10 hoophouses per year for the next three years. The location and proposed year of each of these hoophouses is shown on the *Zone Map*. There will be grasses, shrubs, and trees with maturity heights of 3' to 10' to 70' as dense visual screening in Zones 4 and 2 between the proposed hoophouse locations and surrounding properties.
- 1.17.4. Existing buildings occupy 25,802 sq. ft. of the Riverview Gardens property. Completion of 30 hoophouses will add 57,600 sq. ft. of structures to the property. In total, buildings, *including the new greenhouse/farm building, will compose 93,978 sq. ft., or 3.04%* of the 3,091,900 sq. ft property. Note: Original calculation included bathhouse and cabana building. The hydroponic greenhouse will add 7776 SF. *The*

greenhouse/farm building will add 2800 SF. 20 hoopouses have been completed to date.

1.18. Vehicles, Equipment, Tools, Materials, and Fuel Storage

1.18.1. Non-snow removal equipment will not be used outside the hours 7 am-8 pm. The type of equipment used at Riverview Gardens will be consistent with equipment used at Riverview Country Club.

1.18.2. Anticipated use of vehicles and equipment throughout the year.

Equipment	Intended Use
Utility carts	Used daily throughout the year
Lawn mowers	Used daily in the summer
Motorized weed trimmers	Used daily in the summer
Roto-tillers	Used daily in the spring and fall
Small tractor	Used occasionally in spring, summer, and fall
Plows and snow blowers	Used during the winter as necessary

1.18.3. Gardening tools, maintenance tools, utility vehicles, and machinery will be stored in the garages and sheds on property labeled as Storage Buildings A-C on the *Zone Map*. Tool, machine, and fuel will be stored in the maintenance garage in the Garden Center. Plants, planting materials, and produce will be stored in the Garden Center.

1.19. Pesticide and Fertilizer Use

1.19.1. Riverview Gardens will not apply any chemicals or pesticides.

1.20. Use of Manure and Agricultural Waste

1.20.1. All organic waste generated by agricultural use will be composted on-site. Compost will be spread in growing areas on the site. See *1.22 Composting and Waste Management* for more information on composting.

1.21. Land Disturbing Activity

1.21.1. Riverview Gardens will not participate in any land-disturbing activity that will result in increased erosion on the site. Soil will only be disturbed during the planting processes.

1.22. Composting and Waste Management

1.22.1. All organic waste generated by agricultural use will be composted on-site in two locations on the Riverview Gardens property, as displayed on the *Zone Map*. Most composting of large brush, yard waste, and organic material will take place on a concrete pad and dividers used by Riverview Country Club for the same purpose. Composting will also take place between and inside hoopouses.

1.22.2. The original concrete composting site on property is well-screened from all surrounding properties by dense forest. Composting between hoopouses will not exceed 3' high, allowing the compost to be well screened by 3' grasses as well as newly-planted rows of trees and shrubs with maturity heights above 10', as described in *1.17 Proposed Buildings and Structures*.

1.22.3. Concrete divisions at the existing wooded compost site.



1.22.4. A ratio of 3 parts brown materials to 1 part green materials will be maintained in order to create an aerobic, nuisance-free and odor-free compost operation. All materials being composted will be covered with mulch in order to avoid attracting animal pests and generating unwanted odors. Compost will be turned as needed in order to maintain an aerobic environment and proper C:N ratios in excess of 20:1.

1.22.5. Inorganic waste and recyclable materials will be disposed of in commercial bins located at the Riverview Community Center as described in *1.8 Refuse Containers and Enclosures*.

1.23. Public Programs and Public Non-Profit Recreational Use

1.23.1. A trail system and fourteen picnic areas will be open for public, non-profit recreational use throughout the year. The trails will be open from sunrise to sunset. Two miles of trails will connect the east (Oneida St.), south (W. Seymour St.), southwest (Riverview Ln.), and northwest (River Rd.) sides of property as shown on the *Zone Map*. Existing trails on the property are 8' wide asphalt trails. New trails, as shown on *Zone Map*, will be laid as wood mulch until they can be covered in asphalt.

1.23.2. Riverview Gardens and Riverview Community Center will host public and community events such as meetings, weddings, recitals, educational programming, and other events onsite. The use of the property and Community Center building will be similar to the previous use by Riverview Country Club.

1.23.3. All agricultural utility buildings at Riverview Gardens will be closed to the public.

1.24. Planting Area and Plant Types

1.24.1. A majority of the acreage at Riverview Gardens will be used for agricultural activities. The existing and future planting has been divided into four agricultural zones as shown on the *Zone Map*.

1.24.1.1. Zone 1 (green): Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, and deciduous bushes.

1.24.1.2. Zone 2 (yellow): Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, deciduous bushes *and* fruit and nut producing trees, bushes, ground cover, and perennial herbs. *The greenhouse/farm building will be located in Zone 2.*

1.24.1.3. Zone 3 (orange): Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, and deciduous bushes. Fruit and nut producing trees, bushes, ground cover, perennial herbs *and* annual fruits, vegetables, and herbs.

1.24.1.4. Zone 4 (red): Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, and deciduous bushes. Fruit and nut producing trees,

bushes, ground cover, and perennial herbs. Annual fruits, vegetables, and herbs *and* hoophouses.

1.25. Restrooms and Sanitary Facilities

1.25.1. The Riverview Community Center (1101 S. Oneida St.) has two sets of male and female restrooms and one unisex single occupancy restroom. The Garden Center contains two unisex single occupancy restrooms. The locker room associated with the pool has one set of male and female restrooms. The greenhouse/farm building will have one unisex restroom.

1.26. Produce Cleaning and Preparation

- 1.26.1. Produce grown on site will be cleaned in the Riverview Garden Center and greenhouse/farm building, using City of Appleton water.
- 1.26.2. Produce grown on site will be cleaned and prepared in the kitchen of the Riverview Community Center.

1.27. Sales Area

1.27.1. Currently, Riverview Gardens has not finalized plans for sales to the public, although Commercial Zoning for sales will be pursued on adjacent S. Oneida St. properties seen on the *Survey Map* and in the photo in 1.12.4. Sales will also occur at the Riverview Community Center.

1.28. Water Sources

- 1.28.1. Two water sources will be used for agricultural production;
- 1.28.1.1. City of Appleton water from the Garden Center and greenhouse/farm building will be used for washing produce and watering nursery plants.
- 1.28.1.2. An existing well and pump house in the southwest corner of the property feeds an underground irrigation system for Riverview Gardens. The well and pump were installed and used for irrigation by Riverview Country Club. The well water is not certified as potable and will not be used to clean produce.
- 1.28.1.3. The existing 224 sq. ft. pump house (with well inside) is screened on the back side by 12' evergreens.

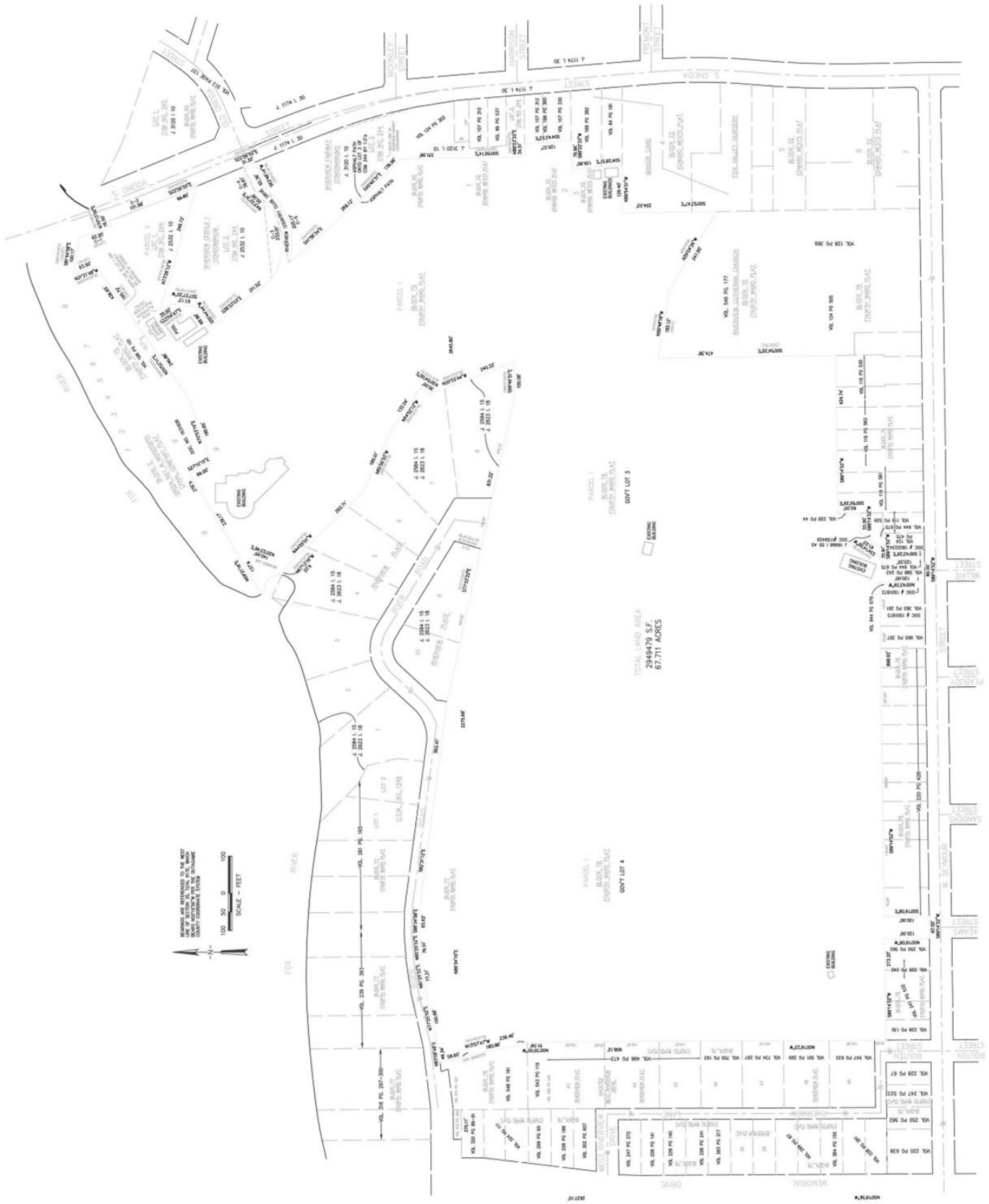


1.29. Security

1.29.1. Buildings will be locked when not in use. Tools and machinery will be properly stored and locked when not in use. All agricultural utility buildings will be closed to the public.

1.29.2. The Riverview Community Center is equipped with an alarmed security system. A similar alarmed security system is proposed for the Garden Center.

2. Survey Map



3. Zone Map

Note: Greenhouse/Farm Building will be built just west of the existing Garden Center Building near the Seymour Street entrance.



3.1. Zone Map Key

	Zone 1 - Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, and deciduous bushes.
	Zone 2 - Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, deciduous bushes <i>and</i> fruit and nut producing trees, bushes, ground cover, and perennial herbs. <i>Proposed Greenhouse/Farm Building in 2018/2019</i>
	Zone 3 - Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, and deciduous bushes. Fruit and nut producing trees, bushes, ground cover, perennial herbs <i>and</i> annual fruits, vegetables, and herbs.
	Zone 4 - Native grasses, prairie plantings, existing trees, existing ground cover, deciduous trees, and deciduous bushes. Fruit and nut producing trees, bushes, ground cover, and perennial herbs. Annual fruits, vegetables, and herbs <i>and</i> hoophouses.
	Existing Buildings (7) – 1.4 Existing Buildings Riverview Community Center – Public events, community gatherings, office space. Garden Center – Equipment maintenance, produce washing and storage, office space. Storage Buildings (A, B, C) – Machine, equipment, and supplies storage. Well and Pump House – Well-water source. Pool and Cabana – Proposed Hydroponic Greenhouse in 2015
	Proposed Hoophouses 2013 (10) – 1.17 Proposed Buildings and Structures North/East Group
	Proposed Hoophouses 2014 (10) – 1.17 Proposed Buildings and Structures North/West Group
	Proposed Hoophouses (10) hoophouses for future development South Group
	Composting Areas (2) – 1.22 Composting and Waste Management Existing Compost Site, Hoophouse Site
	Driveway/Ingress/Egress (3) – 1.12 Driveways Main Oneida Entrance, Secondary Oneida Entrance, Secondary Seymour Entrance
	Parking (3) – 1.6 Parking Main Parking Lot, Overflow Parking, Staff Parking
	Snow Storage (11) – 1.13 Snow Storage Primary Entrance, Primary Parking Lot, Seymour Entrance, Seymour Staff Parking
	Existing Asphalt Trails – 1.23.1 Public Programs and Non-Profit Recreational Use
	New Trails – 1.23.1 Public Programs and Non-Profit Recreational Use
	Picnic Areas (14) – 1.23.1 Public Programs and Non-Profit Recreational Use
	Fences (2) – 1.11 Fences and Retaining Walls Pool/Cabana, Dumpster Screening
	25' Property Buffer – 1.5 Yard Setbacks No planting zone.

4. Legal Description

4.1. American Land Title Survey, McMahon Group, Neenah, 12-16-2011

All of Block Eighty-three (83), FOURTH WARD PLAT, City of Appleton, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, excepting therefrom the premises described in Volume 124 of Deeds, page 302; Volume 513 of Deeds, page 137; Jacket 1174, Image 30; Jacket 2532, Image 10; Certified Survey Map No. 244, recorded in Volume 2 of Certified Survey Maps on page 244, and Certified Survey Map No. 245 recorded in Volume 2 of Certified Survey Maps on page 245, and Jacket 3120, Image 10.

All that part of Lots Three (3) and Four (4), in Block Twenty-two (22), of EDWARD WEST'S PLAT, City of Appleton, Wisconsin, according to the recorded Assessor's Map of said City, described as follows:

Commencing at the Southwest corner of said Lot 3 and run thence South along the West line of said Lot 4, a distance of 75 feet; thence East to the Southwest corner of the lands as described in Volume 64 of Deeds, page 181; thence North along the West line of the lands as described in Volume 64 of Deeds, page 181 and Volume 188 of Deeds, page 382, to the North line of said Lot 3; thence West along the North line of said Lot 3, to the Northwest corner of said Lot 3; thence South along the West line of said Lot 3 to the place of beginning.

Lot One (1), in Block Twenty-two (22), EDWARD WEST'S PLAT, City of Appleton, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, excepting therefrom the premises described in Volume 107 of Deeds, page 310; Volume 89 of Deeds, page 537 and further excepting the North 40 feet of the East 120 feet of said Lot 1, and less Jacket 1174, Image 30 and less Certified Survey Map No. 244 recorded in Volume 2 of Certified Survey Maps on page 244.

Lot Two (2), in Block Twenty-two (22), EDWARD WEST'S PLAT, City of Appleton, Outagamie County, Wisconsin, according to the Recorded Assessor's Map of said City, excepting therefrom the premises described in Volume 107 of Deeds, page 312, Volume 198 of Deeds, page 360 and Volume 107 of Deeds, page 330 and Jacket 1174, Image 30.

All of Block Seventy-five (75), FOURTH WARD PLAT, City of Appleton, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, excepting therefrom the premises described in Volume 198 of Deeds, page 101; Jacket 1174, Image 30; Jacket 2532, Image 10; Jacket 2584, Image 15; Certified Survey Map No. 244; and Certified Survey Map No. 245.

All that part of Lot Nine (9), in Block Two (2), GREEN BAY AND MISSISSIPPI CANAL COMPANY PLAT, City of Appleton, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, as described in Volume 195 of Deeds, page 207.

All of Block Seventy-seven (77), FOURTH WARD PLAT, City of Appleton, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, excepting therefrom the premises described in Volume 239 of Deeds, page 393; Volume 261 of Deeds, page 185; Volume 316 of Deeds, page 297; Volume 320 of Deeds, page 89; Volume 548 of Records, page 161; Volume 912 of Records, page 665; Volume 914 of Records, page 537; and Jacket 2623, Image 18.

All of Block Seventy-eight (78), FOURTH WARD PLAT, City of Appleton, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, excepting therefrom the premises described in Volume 220 of Deeds, page 428; Volume 247 of Deeds, page 272; Volume 247 of Deeds, page 272; Volume 247 of Deeds, page 532; Volume 220 of Deeds, page 638; Volume 250 of Deeds, page 562; Volume 228 of Deeds, page 67; Volume 228 of Deeds, page 130; Volume 228 of Deeds, page 140; Volume 228 of Deeds, page 141; Volume 228 of Deeds, page 189; Volume 228 of Deeds, page 241; Volume 228 of Deeds, page 242; Volume 228 of Deeds, page 261; Volume 283 of Deeds, page 217; Volume 269 of Deeds, page 66; Volume 299 of Deeds, page 87; Volume 320 of Deeds, page 89; Volume 324 of Deeds, page 111; Volume 364 of Deeds, page 133; Volume 496 of Deeds, page 473; Volume 501 of Deeds, page 295; Volume 543 of Records, page 119; Volume 547 of Records, page 633; Volume 548 of Records, page 161; Volume 705 of Records, page 193; Volume 734 of Records, page 297; Volume 362 of Deeds, page 607; Volume 498 of Deeds, page 435 and as Document No. 1620575, AND ALSO except that portion subdivided as Riverview Plat.

All of Block Seventy-six (76), FOURTH WARD PLAT, City of Appleton, Outagamie County, Wisconsin, according to the recorded Assessor's Map of said City, excepting therefrom the premises described in Volume 220 of Deeds, page 428; Volume 228 of Deeds, page 44; Volume 383 of Deeds, page 261; Volume 546 of Records, page 177; Volume 124 of Deeds, page 475; Volume 119 of Deeds, page 529; Volume 119 of Deeds, page 561; Volume 119 of Deeds, page 562; Volume 119 of Deeds, page 530; Volume 124 of Deeds, page 503; Volume 128 of Deeds, page 369; Volume 944 of Records, page 679; Volume 944 of Records, page 675; Volume 965 of Records, page 357; Jacket 2623, Image 18 and Jacket 16998, Image 55, as Document No. 1159429.

A parcel of land located in Block Seventy-six (76), FOURTH WARD PLAT, City of Appleton, Outagamie County, Wisconsin, according to the Recorded Assessor's Map of said City, more fully described as follows: Commencing at the West 1/4 corner stone of said Section; thence due South along the West line of the Southwest 1/4 of said Section, 1258.67 feet (recorded as 1256.60 feet) to the North line of Seymour Street extended to the West; thence North 89°34' East along the North line of Seymour Street, 1709.20 feet (recorded as 1709.80 feet) to the Southeast corner of lands as described in Volume 588 of Deeds, page 243, the point of beginning; thence North 0°26' West along the East line of said described parcel, 110.00 feet to the Northeast corner of said described lands; thence South 89°34' West along the North line of said described parcel, 60.00 feet to the Northwest corner of said described parcel; thence South 0°26' East, along the West line of said described parcel, 110.00 feet to the Southwest corner of said described parcel and the North line of Seymour Street; thence North 89°34' East along the North line of Seymour Street, 60.00 feet to the Southeast corner of said described parcel, the point of beginning. LESS the East 6.23 feet thereof, being in Section Thirty-five (35), Township Twenty-one (21) North, Range Seventeen (17) East.

ALSO EXCEPTING from all of the above described premises all that part conveyed to the City of Appleton for street and/or highway purposes.

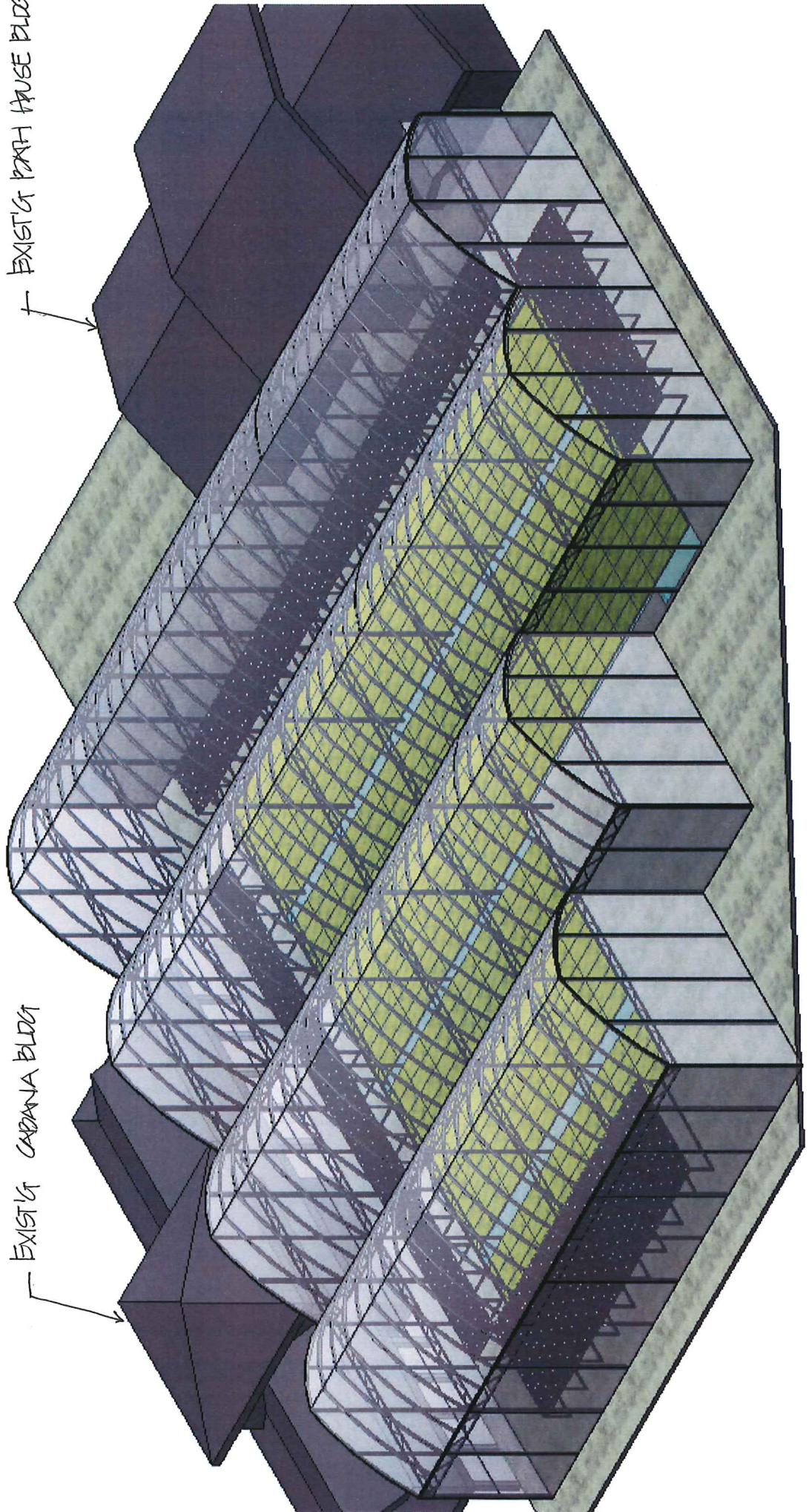
PARCEL 1I:

Lot One (1) of Certified Survey Map No. 244, filed in the office of the Register of Deeds for Outagamie County, Wisconsin, in Volume 2 of Certified Survey Maps on page 244, as Document No. 793571, being part of Blocks 75 and 83, Fourth Ward Plat and part of Lot 1, Block 22, Edward West's Plat, located in the Northeast 1/4 and Northwest 1/4 and the Southeast 1/4 of Section Thirty-five (35), Township Twenty-one (21) North, Range Seventeen (17) East, City of Appleton, Outagamie County, Wisconsin.

Together with a perpetual easement for ingress and egress as described in Jacket 2532, Image 12, as Document No. 791226; and together with a non-exclusive easement for ingress and egress over and across that particular ingress and egress easement reserved in Declaration of Condominium for Riverview Circle I Condominium recorded in Jacket 2640, Image 38-48, as Document No. 793897. The exact location of which is more particularly set forth on Exhibit "A" of said Declaration of Condominium.

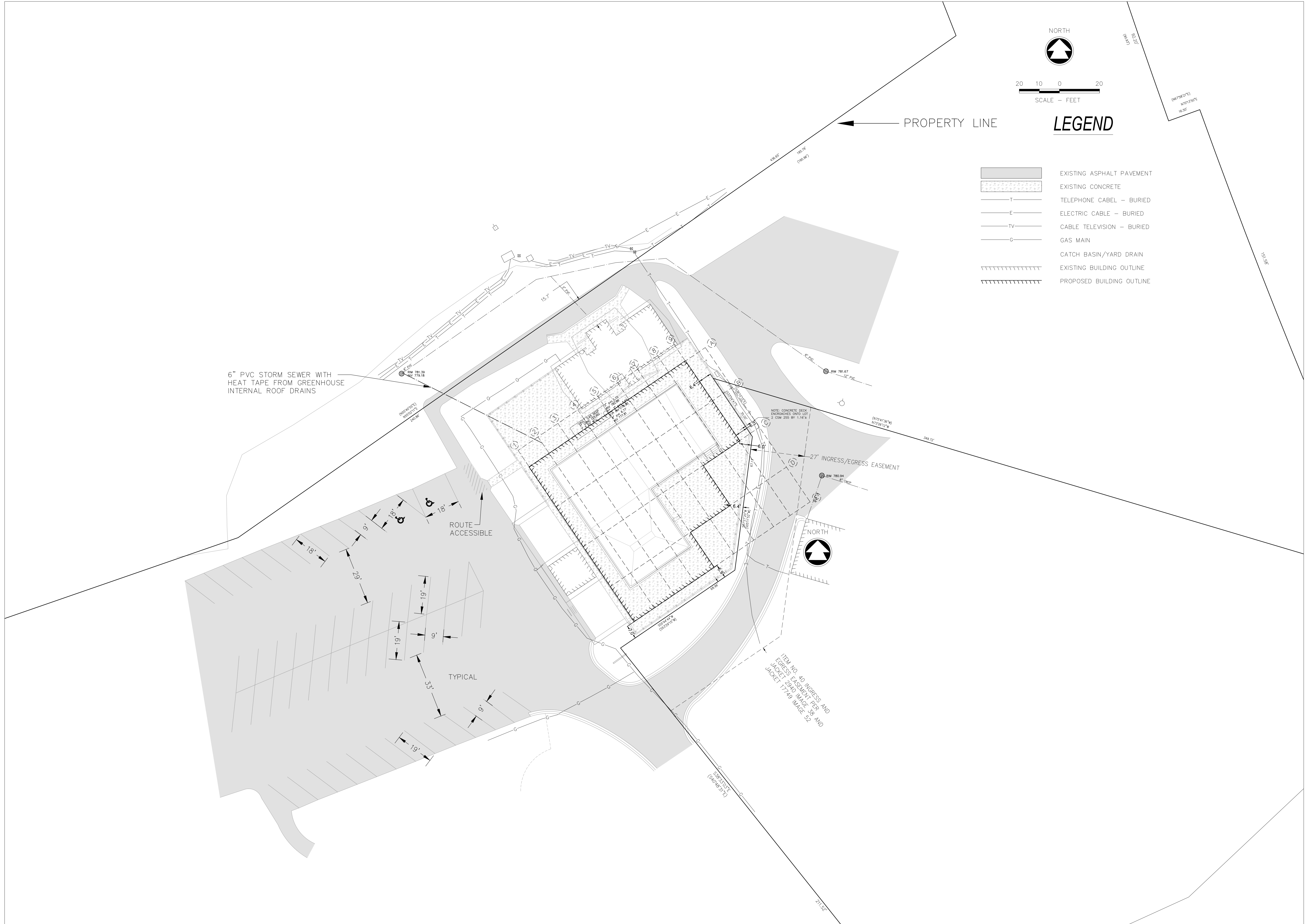
EXIST'G PATH HOUSE BLDG

EXIST'G CABANA BLDG



RVG GREENHOUSE MODEL

skelliker, W:\PROJECTS\RO984\950291\00_ACAD\6547 Riverview Gardens-Sheet - C101 NO AERIAL FOR EMAIL.dwg, layout1, Plot Date: 6/23/2015 12:33 PM, xrefs: (topo riverview gardens cc c opp, 63)



20 10 0 20
SCALE - FEET

LEGEND

- EXISTING ASPHALT PAVEMENT
- EXISTING CONCRETE
- TELEPHONE CABEL - BURIED
- ELECTRIC CABLE - BURIED
- CABLE TELEVISION - BURIED
- GAS MAIN
- CATCH BASIN/YARD DRAIN
- EXISTING BUILDING OUTLINE
- PROPOSED BUILDING OUTLINE

6" PVC STORM SEWER WITH HEAT TAPE FROM GREENHOUSE INTERNAL ROOF DRAINS

ROUTE ACCESSIBLE

TYPICAL

NOTE: CONCRETE BECK ENDOUCHES ONTO LOT 2 CSM 255 BY 1.1621

ITEM NO. 40 INGRESS AND EGRESS EASEMENT PER JACKET 2340 IMAGE 38 AND JACKET 1745 IMAGE 32

Revisions	Description	Date
1	Parking Dimensions/Storm Lead	5/19/15
2	Vault Dimensions	6/09/15
3	Adjusted Layout to Meet Setbacks	6/23/15

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