



## REPORT TO CITY PLAN COMMISSION

**Plan Commission Meeting Date:** July 21, 2020

**Common Council Meeting Date:** September 2, 2020 (with Comprehensive Plan Amendment #1-20 and Rezoning #6-20)

**Item:** Preliminary Plat – Trail View Estates South

**Case Manager:** David Kress, Principal Planner

### GENERAL INFORMATION

**Owners/Applicants:** Emerald Valley Estates, LLC and B&H Properties, Inc. c/o Robert De Bruin

**Address/Parcel #:** Generally located between French Road and Cherryvale Avenue, south of the creek/trail corridor (Tax Id #31-1-6410-00, #31-1-7513-00, and #31-1-6411-00), including land recently annexed with the Trail View Estates South Annexation (formerly Town of Grand Chute Tax Id #101164606).

**Petitioner's Request:** The applicant is proposing to subdivide the property for single-family residential development.

### BACKGROUND

Parcel #31-1-7513-00 was annexed to the City in 1997 with the Northeast Annexation. On July 17, 2002, Common Council approved Rezoning #14-02 which rezoned parcel #31-1-7513-00 from R-1A Single-Family District to R-2 Two-Family District. Parcel #31-1-6410-00 was assigned a zoning classification of R-3 Multi-Family District in conjunction with the North French Road Annexation, which was approved by Common Council on October 19, 2011.

On July 15, 2020, Common Council adopted Ordinance 92-20 to annex parcel #31-1-6411-00 (formerly Town of Grand Chute Tax Id #101164606) to the City as the Trail View Estates South Annexation. The property was officially annexed to the City on July 21, 2020 at 12:01 a.m. The owner did not request a rezoning with the annexation petition, so the temporary AG Agricultural District was assigned for this parcel. If the temporary zoning classification is not amended within 90 days, the zoning reverts to AG Agricultural District, per Section 23-65(e) of the Municipal Code.

Comprehensive Plan Amendment #1-20 and Rezoning #6-20 are also being presented at this July 21, 2020 Plan Commission meeting. Comprehensive Plan Amendment #1-20 is a request to amend the City's Future Land Use Map from the Multi-Family Residential designation to the One and Two-Family Residential designation for parcels #31-1-6410-00 and #31-1-6411-00. Rezoning #6-20 is a request to rezone all three subject parcels from R-3 Multi-Family District, R-2 Two-Family District, and temporary AG Agricultural District to R-1B Single-Family District.

### STAFF ANALYSIS

**Existing Conditions:** The subject property consists of vacant, undeveloped land. The area to be platted for single-family development totals approximately 32.0110 acres, which will be divided into 127 lots.

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**Zoning Ordinance Review Criteria:** Rezoning #6-20 is also being presented at this Plan Commission meeting. The current lot development standards for the R-1B Single-Family District (Section 23-93 of the Municipal Code) are as follows.

- Minimum lot area: 6,000 square feet.
  - *The proposed lots range in size from 7,350 square feet to 15,746 square feet. All lots exceed this requirement.*
- Minimum lot width: 50 feet.
  - *The proposed lots range in width from approximately 51 feet to approximately 226 feet. All lots exceed this requirement.*
- Minimum front, side, and rear yard setbacks: 20 feet front yard (25 feet on arterial street), 6 feet side yard, and 25 feet rear yard.
  - *Required front yard setback appears to be shown on the Preliminary Plat. Setbacks will be reviewed through the building permit review process.*
- Maximum building height: 35 feet.
  - *This will be reviewed through the building permit review process.*
- Maximum lot coverage: 50%.
  - *This will be reviewed through the building permit review process.*

**Compliance with the Appleton Subdivision Regulations:** This subdivision complies with the Appleton subdivision regulations, except as described below. The applicant submitted a request for modification of Subdivision Ordinance regulations, which is attached to the staff report.

Per Section 17-25(d) of the Municipal Code, the right-of-way width of local streets shall not be less than 60 feet. A segment of proposed Gladiolus Place/Court is shown as 50-foot wide right-of-way. However, in this case, the Department of Public Works supports the 50-foot right-of-way coupled with some no parking restrictions.

Per Section 17-26(c)(2) of the Municipal Code, double frontage lots shall not be permitted except as required by Common Council where they are desirable to provide separation of development from traffic arterials or inharmonious uses, or to overcome disadvantages of topography or situation. The definition for double frontage lot, per the Subdivision Ordinance, means an interior lot having frontage on the front and on the rear of the lot. Proposed Lots 62-64 would create double frontage lots, having frontage on proposed Gladiolus Court and existing French Road. However, this appears to be a location where separating development from a traffic arterial is appropriate.

Per Section 17-26(e) of the Municipal Code, residential lots backing on Highway 41, Highway 441, and other arterial streets as determined by the City shall be platted with extra depth to permit generous distance between buildings and such traffic ways, such lot depth being a minimum of 150 feet. Proposed Lot 63 is shown backing on an arterial street (French Road) with a lot depth of approximately 130 feet. However, some existing lots north of the subject area, that also back onto French Road, have a similar lot depth.

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Pursuant to Section 17-3(f) of the Municipal Code, when the Common Council finds that extraordinary hardship or injustice will result from strict compliance with this ordinance, it may vary the terms thereof to the extent deemed necessary and proper to grant relief, provided that the modification meets the following three standards:

- (1) The modification is due to physical features of the site or its location.
- (2) The modification is the least deviation from this ordinance which will mitigate the hardship.
- (3) The modification is not detrimental to the public interest and is in keeping with the general spirit and intent of this ordinance.

Based upon the above analysis, as well as the applicant's written justification for the requested modifications, it would appear the standards established by Section 17-3(f) Modification of Regulations have been met.

**Access and Traffic:** Vehicular access to the subject lots is provided by an existing collector street, Cherryvale Avenue, which connects to Gladiolus Place and an extension of Golden Gate Drive. Vehicular access is also provided by an extension of existing Tulip Trail. The street right-of-way for Golden Gate Drive, Callalilly Lane, Gladiolus Place/Court, Tulip Trail, and Begonia Drive will be dedicated to the public with the Final Plat. All streets are shown as 60-foot wide right-of-way, except for a 50-foot wide segment of Gladiolus Place/Court. Outagamie County has no objections to the proposed street names. The City's street name policy would not typically allow for two words (Golden Gate Drive) and the street suffix "Trail" (Tulip Trail), but these are street extensions from the Village of Little Chute. The newly-established street names appear to comply with the City's street name policy.

### **Surrounding Zoning Classification and Land Uses:**

North: R-1B Single-Family District, NC Nature Conservancy District, and Town of Grand Chute. The adjacent land uses to the north are currently a mix of single-family residential and public open space uses, including the Apple Creek corridor and recreational trail.

South: Village of Little Chute. The adjacent land uses to the south are currently single-family residential.

East: R-3 Multi-Family District and R-1B Single-Family District. The adjacent land to the east is currently vacant, undeveloped land.

West: P-I Public Institutional District and Town of Grand Chute. The adjacent land uses to the west are currently single-family residential and public open space uses, including the USA Youth Sports Complex.

**Appleton Comprehensive Plan 2010-2030:** Community and Economic Development staff has reviewed this proposal and determined it is compatible with the One and Two-Family Residential designation being requested with *Comprehensive Plan 2010-2030 Future Land Use Map Amendment #1-20*. Listed below are related excerpts from the City's *Comprehensive Plan 2010-2030*.

#### *Goal 1 – Community Growth*

*Appleton will continue to provide opportunities for residential, commercial, and industrial growth, including appropriate redevelopment sites within the downtown and existing neighborhoods, and greenfield development sites at the City's edge.*

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### *Goal 3 – Housing Quality, Variety, and Affordability*

*Appleton will provide a variety of rental and ownership housing choices in a range of prices affordable to community residents, and ensure that existing housing is adequately maintained in terms of physical quality and market viability.*

#### **OBJECTIVE 5.3 Housing and Neighborhoods:**

*Provide a range of housing options that meet the needs and appeal to all segments of the community and allows residents to age in place.*

*Policy 5.3.3 Plan for a supply of developable land suitable for residential development.*

#### **OBJECTIVE 10.1 Land Use:**

*Provide an adequate supply of suitable land meeting the demand for development of various land uses.*

#### **OBJECTIVE 10.4 Land Use:**

*Plan for compact, efficient, and fiscally responsible growth of residential, commercial, and industrial development in new neighborhoods in order to implement the principles of smart growth.*

*Policy 10.4.1 Continue to guide residential growth to locations either contiguous to or within presently urbanized areas. As peripheral development occurs, it should be at a compact, urban density to ensure new neighborhoods can be efficiently served by public infrastructure.*

**Parks and Open Space:** Section 17-29 of the Municipal Code requires parkland dedication or fee in lieu of dedication for residential subdivisions. Since no parkland will be dedicated on the subject property, park fees will be due prior to the City signing the Final Plat. Rezoning #6-20 proposes to rezone the property to R-1B Single-Family District. For lots zoned R-1B Single-Family District, park fees are \$300 per lot.

**Technical Review Group (TRG) Report:** This item appeared on the June 30, 2020 Technical Review Group agenda. Comments were received from participating departments and captured in the stipulations found below.

## **RECOMMENDATION**

The Trail View Estates South Preliminary Plat, as shown on the attached maps, **BE APPROVED** subject to the following conditions:

1. The owner/applicant shall submit to the City the Final Plat within 36 months after the last required approval of the Preliminary Plat. If the Final Plat is not submitted within said 36 months, the City (and any other approving authority) may refuse to approve the Final Plat and shall recommence the procedure for Preliminary Plat approval or may extend the time for submission of the Final Plat.
2. The description at the top of the page reads "... being part of of the Southwest ...". Delete the duplicate "of" as needed.

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3. The Preliminary Plat and Rezoning #6-20 being acted on at the same Common Council meeting. Rezoning #6-20 must be approved by Common Council in order for the R-1B Single-Family District zoning to take effect.
4. A note under supplementary data indicates a proposed zoning of R-2, which does not match the application submitted for Rezoning #6-20. Revise the note as necessary.
5. Prior to City signatures being affixed to the Final Plat, park fees shall be paid to the City of Appleton Finance Department pursuant to Section 17-29 of the Municipal Code. The payment amount will be impacted by the zoning classification and number of lots and/or dwelling units.
6. In the supplementary data notes, the r/w area and net area are not adding up to the total area. Revise these notes as necessary.
7. For some lots, such as Lots 2 and 17, the lot area is covered up by the lot depth dimension. Revise as necessary.
8. Grant relief from the double frontage lot requirements for proposed Lots 62-64, per Section 17-3(f) of the Municipal Code and as stated previously in the staff report.
9. Grant relief from the minimum lot depth requirement for residential lots backing on arterials for proposed Lot 63, per Section 17-3(f) of the Municipal Code and as stated previously in the staff report.
10. Grant relief from the minimum right-of-way width requirement for a segment of proposed Gladiolus Place/Court, per Section 17-3(f) of the Municipal Code and as stated previously in the staff report. In this case, the Department of Public Works supports the 50-foot R/O/W coupled with some no parking restrictions.
11. Clarify whether the 10' utility easement (per 1<sup>st</sup> Addition to Applecreek Estates) will be released.
12. On the Preliminary Plat, the street is labeled Begonia Drive, but on other related documents (e.g. Preliminary Drainage & Grading Plan), it says Edelweiss Drive. Revise the other documents to match the Preliminary Plat.
13. A Stormwater Permit with Stormwater Management Plan (SWMP) is required. An application was submitted for review on July 13, 2020. A formal review by the City's stormwater review consultant is ongoing. Additional comments are expected pending the results of that review, which may impact the Preliminary Plat and any subsequent submittals.
14. A preliminary review of the SWMP indicates the development is proposed to be served by two regional stormwater ponds: The City's Holland Road Pond for flows that drain generally north, and the Village of Little Chute North French Pond for flows that drain generally south.
15. The stormwater permit application is to include a formal request to the City to use Holland Pond for tributary flows.

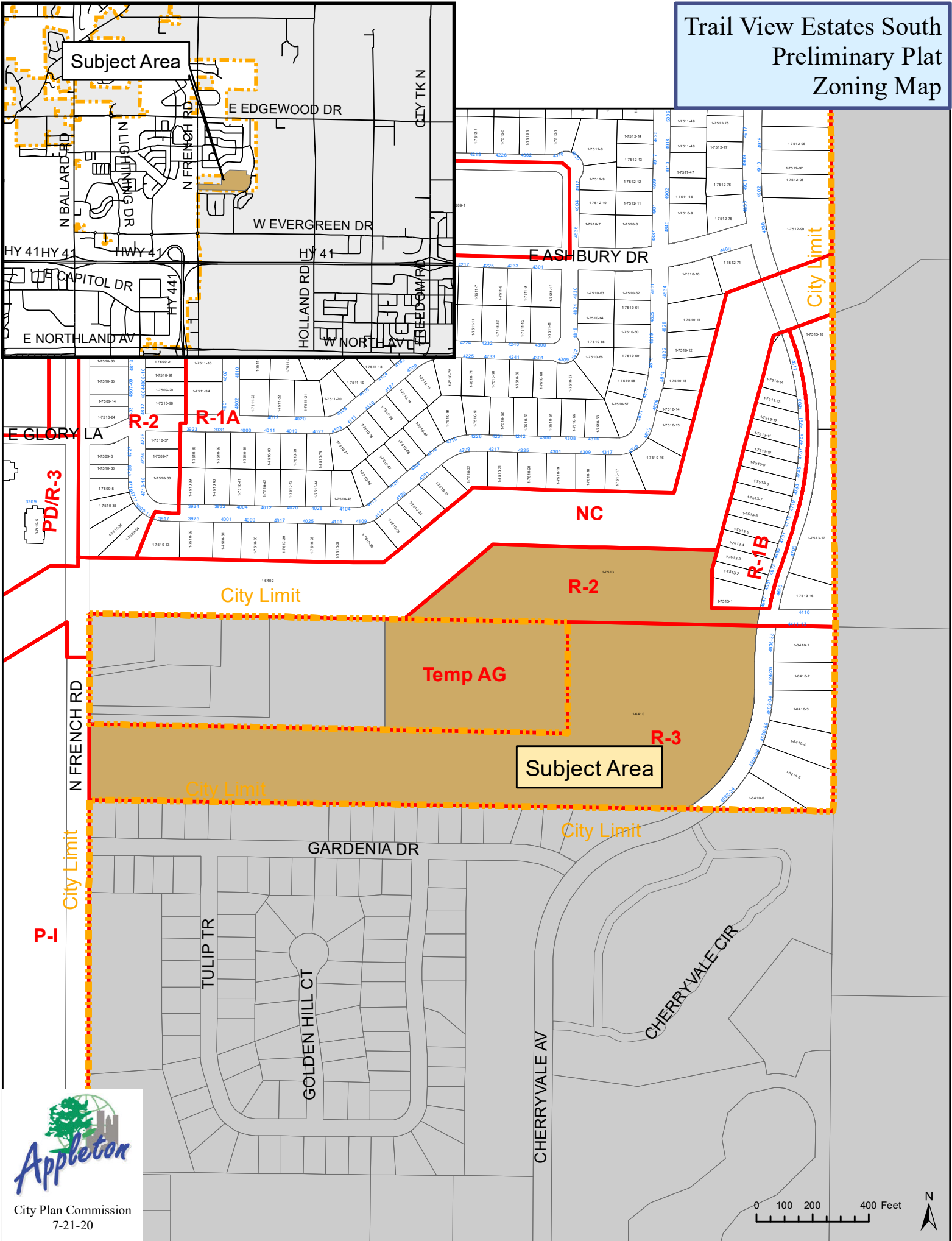
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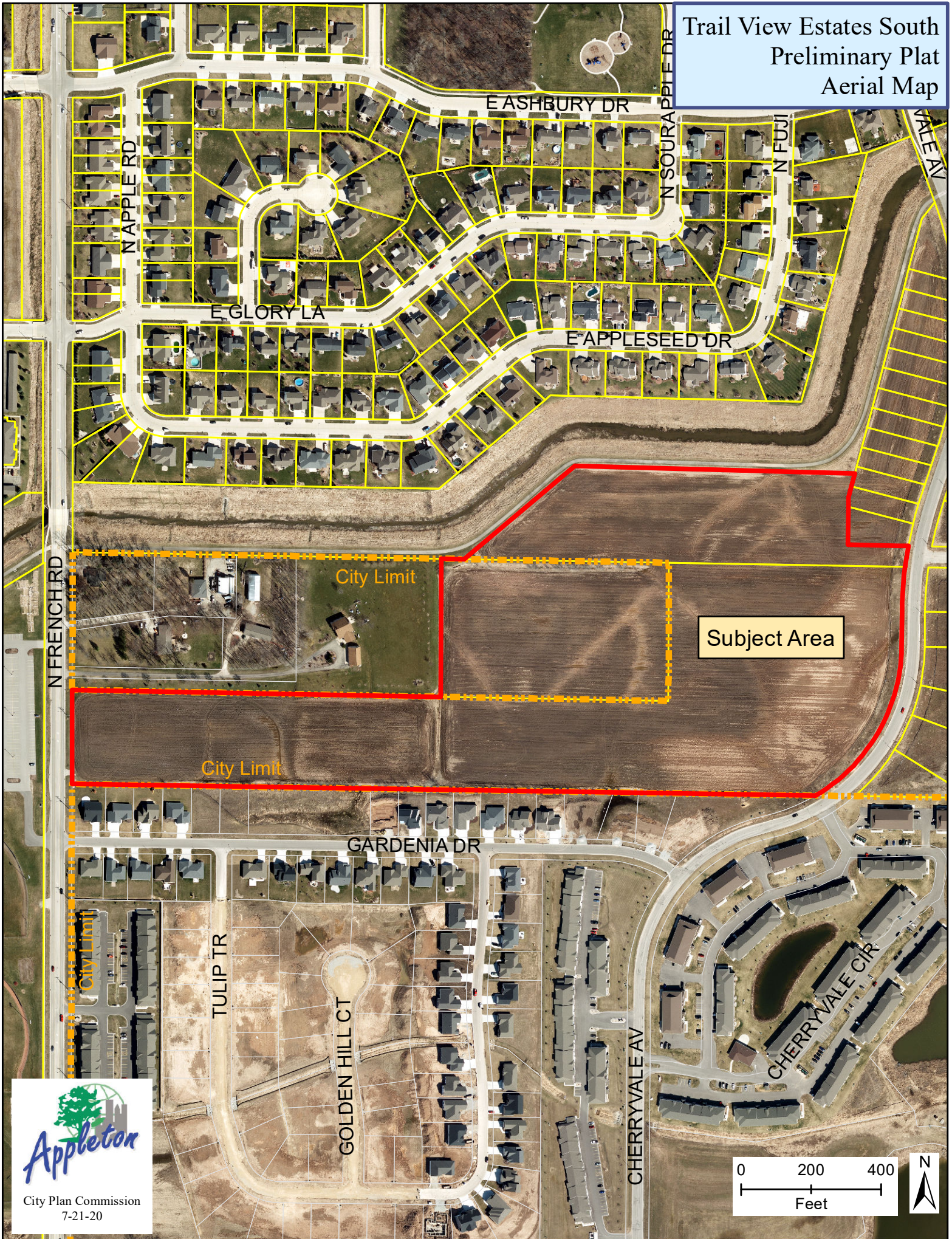
16. The stormwater permit application is to include the following for flows that drain to the Village of Little Chute:
  - a. Written approval from the Village for all flows directed to the Village.
  - b. Written approval from the Village to use North French Pond for all flows tributary to the Village.
  - c. Written confirmation from the Village that North French Pond is in place and suitable for meeting the applicable stormwater management requirements for new development.
17. A 20'-wide Outlot shall be provided between Golden Gate Drive and the existing Apple Creek Trail in the vicinity of Lot 110 to accommodate pedestrian access to the trail.
18. Show an access control restriction along French Road.
19. Development is subject to conditions of the Intergovernmental Cooperation Agreement between the Village of Little Chute and City of Appleton that was approved in 2013 and amended in 2020.
20. Development is subject to conditions of the Land Dedication Agreement between B&H Properties, Inc. and the City of Appleton that was approved by Common Council on June 5, 2013.
21. Show floodland and shoreland boundaries and the contour line lying a vertical distance of two feet above the elevation of the 100-year recurrence interval flood. Per Section 17-26(i)(1) of the Municipal Code, subdivided lots shall have at least 50% of the minimum required lot area, based upon the respective zoning district, at least two feet above the elevation of the 100-year recurrence interval flood.
22. South of the plat boundary, a connection to Gardenia Drive shown as “proposed” Tulip Trail needs to be dedicated as public right-of-way.
23. All requirements from the City of Appleton Department of Public Works, Engineering Division shall be met to the satisfaction of the City Engineer prior to the City affixing signatures on the Final Plat.

# Trail View Estates South Preliminary Plat Zoning Map





Trail View Estates South  
Preliminary Plat  
Aerial Map





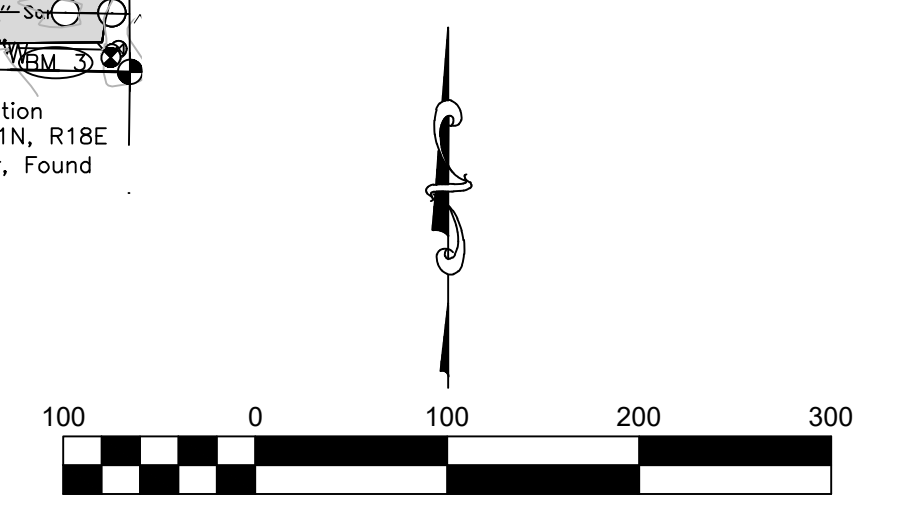
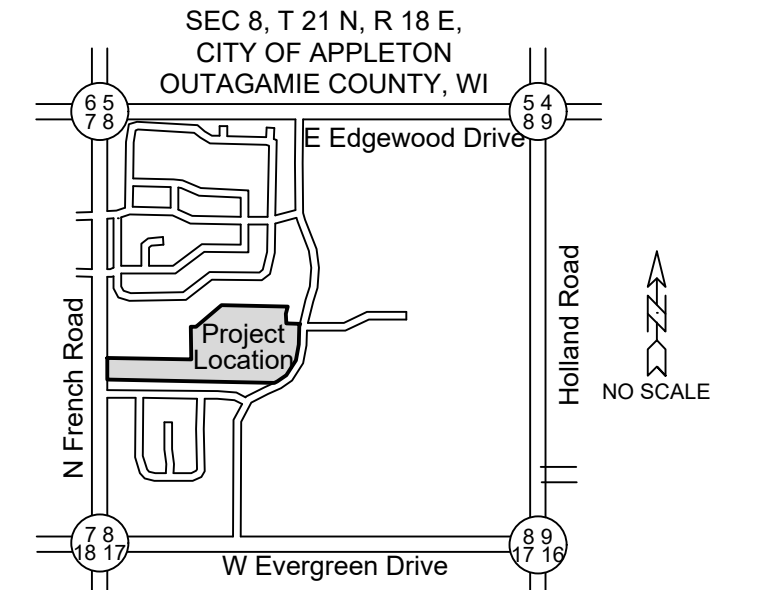
# Trail View Estates South

All of Outlot 1, Trail View Estates, being part of the Southwest 1/4 of the Northwest 1/4 and part of the Southeast 1/4 of the Northwest 1/4; and all of Outlot 1, Certified Survey Map 7878 and part of Lot 2, Certified Survey Map 3566, all being part of the Northwest 1/4 of the Southwest 1/4 and part of the Northeast 1/4 of the Southwest 1/4 of Section 8, Township 21 North, Range 18 East, City of Appleton, Outagamie County, Wisconsin

Preliminary Plat of



## LOCATION MAP



Bearings are referenced to the East line of the Northeast 1/4, Section 08, T21N, R18E, bearing N88°59'32"W, base on the Outagamie County Coordinate System.

### Storm Structures

| Structure # (City ID) | Rim    | Inv    | Size | Material | Direction |
|-----------------------|--------|--------|------|----------|-----------|
| INL A                 | 733.32 | 729.92 | 12"  | PVC      | SE        |
| MH B                  | 733.64 | 728.34 | 12"  | PVC      | NW        |
|                       |        | 728.84 | 12"  | PVC      | NE        |
|                       |        | 728.84 | 12"  | PVC      | E         |
|                       |        | 730.24 | 12"  | PVC      | SE        |
|                       |        | 727.34 | 27"  | RCP      | N         |
|                       |        | 727.34 | 27"  | RCP      | S         |
| INL C                 | 733.31 | 729.94 | 12"  | PVC      | SW        |
| INL D                 | 732.71 | 729.12 | 12"  | PVC      | W         |
| INL E                 | 732.60 | 728.75 | 12"  | PVC      | NW        |
| MH F(CF-3)            | 732.63 | 727.84 | 21"  | RCP      | N         |
|                       |        | 727.78 | 12"  | PVC      | SW        |
|                       |        | 727.80 | 12"  | PVC      | SE        |
| INL G                 | 732.24 | 728.54 | 12"  | PVC      | NW        |
| INL H                 | 732.22 | 728.40 | 12"  | PVC      | NE        |
| INL I                 | 732.19 | 728.50 | 12"  | PVC      | SE        |
| INL J                 | 732.31 | 727.84 | 12"  | PVC      | SW        |
| MH K(CF-2)            | 732.57 | 727.37 | 12"  | PVC      | NW        |
|                       |        | 727.07 | 18"  | PVC      | SE        |
|                       |        | 727.12 | 12"  | PVC      | E         |
|                       |        | 726.88 | 21"  | RCP      | W         |
| INL L                 | 731.58 | 726.79 | 12"  | PVC      | SE        |
| INL M                 | 731.48 | 726.85 | 12"  | PVC      | W         |
| MH N(CF-1)            | 731.88 | 725.08 | 18"  | PVC      | NE        |
|                       |        | 725.68 | 12"  | PVC      | N         |
|                       |        | 725.68 | 12"  | PVC      | E         |
|                       |        | 724.88 | 36"  | HDPE     | SE        |
|                       |        | 724.97 | 36"  | HDPE     | NW        |
| CB O                  | 729.63 | 726.31 |      | PVC      | N         |
|                       |        | 726.16 |      | PVC      | W         |
| CB P                  | 733.18 | 730.30 | 12"  | PVC      | E         |
| INL Q                 | 733.29 | 730.46 | 12"  | PVC      | E         |
| INL R                 | 733.01 | 729.67 | 12"  | PVC      | E         |

### CURVE TABLE

| Curve | Radius   | Chord Direction | Chord Length | Arc Length | Central Angle |
|-------|----------|-----------------|--------------|------------|---------------|
| C1    | 1105.18' | S 05°29'50" W   | 188.94'      | 189.17'    | 9°48'26"      |
| C2    | 500.00'  | S 29°58'47" W   | 490.69'      | 512.88'    | 58°46'19"     |

### Sanitary Structures

| Structure # (City ID) | Rim    | Inv    | Size | Material | Direction |
|-----------------------|--------|--------|------|----------|-----------|
| MH 1                  | 734.16 | 719.49 | 10"  | PVC      | S         |
|                       |        | 719.74 | 8"   | PVC      | W         |
| MH 2                  | 733.64 | 719.30 | 10"  | PVC      | E         |
|                       |        | 719.06 | 10"  | PVC      | S         |
|                       |        | 719.30 | 10"  | PVC      | W         |
|                       |        | 719.21 | 10"  | PVC      | N         |
| MH 3                  | 732.97 | 718.56 | 10"  | PVC      | N         |
|                       |        | 718.56 | 10"  | PVC      | S         |
|                       |        | 719.56 | 8"   | PVC      | W         |
|                       |        | 719.56 | 8"   | PVC      | E         |
| MH 4                  | 733.60 | 717.80 | 10"  | PVC      | N         |
|                       |        | 717.80 | 8"   | PVC      | S         |
| MH 5                  | 732.94 | 717.34 | 10"  | PVC      | N         |
|                       |        | 717.34 | 10"  | PVC      | SW        |
| MH 6                  | 732.00 | 717.34 | 10"  | PVC      | NE        |
| MH 7                  | 734.23 | 719.73 | 10"  | PVC      | W         |
|                       |        | 719.73 | 12"  | PVC      | E         |

### SUPPLEMENTARY DATA

- Total Area = 1,382,148 SF 32.0110 acres
- R/W Area = 302,993 SF 6.9558 acres
- Net Area = 1,086,522 SF 24.9431 acres
- Number of Lots = 127
- Average lot size = 8,423 SF
- Lineal feet of street = 5,360 LF
- Zoning  
Existing zoning = R-2, R-3, Gen Ag  
Proposed zoning = R-2

Approving Authorities  
City of Appleton  
Objecting Authorities  
Department of Administration

NOTES:  
1. Utility and Drainage Easements will be shown on Final Plat

### SURVEYOR'S CERTIFICATE

I, James R. Sehloff, hereby certify that this Preliminary Plat is a correct representation of all existing land divisions and features, and that I have complied with the preliminary plat requirements for the City of Appleton.

James R. Sehloff, P.L.S. No. S-2692 Date

### LEGEND

|                        |                         |   |                                  |   |                    |
|------------------------|-------------------------|---|----------------------------------|---|--------------------|
| —CATV—                 | Underground Cable TV    | ○ | Sanitary MH / Tank / Base        | □ | CATV Pedestal      |
| —FO—                   | Underground Fiber Optic | ○ | Clean Out / Curb Stop / Pull Box | □ | Gas Regulator      |
| —OH—                   | Overhead Electric Lines | ○ | Inlet                            | □ | Sign               |
| —San—                  | Sanitary Sewer          | ○ | Catch Basin / Yard Drain         | ○ | Deciduous Tree     |
| —Sto—                  | Storm Sewer             | ○ | Water MH / Well                  | ○ | Coniferous Tree    |
| —E—                    | Underground Electric    | ○ | Hydrant                          | ○ | Benchmark          |
| —G—                    | Underground Gas Line    | ○ | Utility Valve                    | ○ | 1/2" Rebar Found   |
| —T—                    | Underground Telephone   | ○ | Utility Meter                    | ○ | 3/4" Rebar Found   |
| —W—                    | Water Main              | ○ | Light Pole / Signal              | ○ | 1" Iron Pipe Found |
| —Fence—                | Fence - Wood            | ○ | Guy Wire                         | ○ | Government Corner  |
| —Treeline—             | Treeline                | ○ | Electric Pedestal                | ○ | Recorded As        |
| —Culvert—              | Culvert                 | ○ | Electric Transformer             | ○ | Asphalt Pavement   |
| —Index Contour—        | Index Contour           | ○ | Telephone Pedestal               | ○ | Concrete Pavement  |
| —Intermediate Contour— | Intermediate Contour    | ○ | Telephone Manhole                | ○ | Gravel             |
| —Phase line—           | Phase line              | ○ |                                  | ○ |                    |

### BENCHMARKS (NAVD 88 per City Benchmarks)

- BM 1 Fire Hydrant 3703, Top Shoulder ±383' S of Cheryvale and Golden Gate Dr. Int West Right of way of Cheryvale Elev 737.03
- BM 2 Fire Hydrant 3701, Top Shoulder ±414' N of BM 1 West Right of way of Cheryvale Elev 737.39
- BM 3 Fire Hydrant 3702, Top Shoulder ±257' E of BM 2, S. Right of way of Golden Gate Dr. Elev 737.82

There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified \_\_\_\_\_, 20\_\_\_\_

Department of Administration



**DAVEL ENGINEERING & ENVIRONMENTAL, INC.**  
Civil Engineers and Land Surveyors

1164 Province Terrace, Menasha, WI 54952  
Ph: 920-991-1866 Fax: 920-441-0804  
www.davel.com





**APPLICATION FOR SUBDIVISION ORDINANCE  
CHAPTER 17, MODIFICATION OF REGULATIONS**

Community and Economic Development Department  
100 N. Appleton St. Appleton, WI 54911  
PH: 920-832-6468  
FAX: 920-832-5994

**RECEIVED  
JUN 15 2020  
CITY OF APPLETON  
COMM/ECON DEV**  
Stamp date received

REVISED APPLICATION RECEIVED 07/16/20

| PROPERTY OWNER  |                              | APPLICANT (owner's agent) |   |
|-----------------|------------------------------|---------------------------|---|
| Name            | Emerald Valley Estates       | Name                      | Robert A DeBruin                          |
| Mailing Address | 1718 Van Zealand Ct WI 54140 | Mailing Address           | 1718 Van Zealand Ct Little chute WI 54140 |
| Phone           | 920-687-7201 Fax             | Phone                     | 920-687-7201 Fax                          |
| E-mail          | Bob@Debruinassociates.com    | E-mail                    | Same                                      |

| PROPERTY INFORMATION  |                                       |  |
|---|---------------------------------------|--|
| Property Tax # (31-0-0000-00) 31-1-6410-00, 31-1-7513-00 & 101-1-6460-60      |                                       |  |
| Site Address/Location Cherryvale Avenue                                       |                                       |  |
| Legal Description of Land (may be attached as separate sheet)<br>See Attached |                                       |  |
| Current Zoning:<br>R-2, R-3 & Ag  | Proposed Zoning:<br>R1B               | Proposed lot area:<br>7500 SF+/_ per lot |
| Current Uses:<br>Ag Field   | Proposed Uses:<br>Single Family Homes | Proposed Lot dimensions:<br>60' by 125   |

**THIS REQUEST IS FOR A MODIFICATION UNDER THE TERMS OF SECTION(S) OF THE SUBDIVISION ORDINANCE.**

We are requesting a variance Section 17-25(d) to the minimum road width. We are requesting a portion of Gladiolus Place and all of Gladiolus Court to be allowed to be 50' in width due to Reduced width in the parent parcel, by allowing the reduced width this will allow the lots to have an additional 5 feet in depth allowing for more buildable area on the proposed lot.

Sec. 17-26(e) requires a minimum lot depth of 150 feet, Lot 63 only has 140 foot of depth this is due to giving Lot 61

Enough width to be buildable with street setbacks.

6-12-20 *Robert A DeBruin*  
Date Owner/Agent Signature (Agents must provide written proof of authorization)

| OFFICE USE ONLY |                            |                |                           |
|-----------------|----------------------------|----------------|---------------------------|
| FILE # _____    | Application Complete _____ | ____/____/____ | Date Filed ____/____/____ |
| Fee \$0         |                            |                |                           |

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.