

## **City of Appleton**

100 North Appleton Street Appleton, WI 54911-4799 www.appleton.org

# **Meeting Agenda - Final-revised Municipal Services Committee**

Tuesday, September 8, 2015 6:30 PM Council Chambers, 6th Floor

- 1 Call meeting to order
- 2. Roll call of membership
- 3. Approval of minutes from previous meeting

<u>15-1429</u> Minutes from August 11, 2015.

Attachments: Minutes from August 11, 2015.pdf

#### 4. Public Hearings/Appearances

#### 5. Action Items

Request from Hearthstone to appeal the "Guidelines for Signs in the Street Right -of-Way" to install a ground sign in the Memorial Drive right-of-way. If approved, sign shall be installed in location approved by the Department of Public Works and comply with the Zoning Code standards regarding animation.

Attachments: Hearthstone.pdf

15-1431 Request from Mr. Robert Klemp for a variance to the Street Terrace Policy for his fence and bushes outside of the 60-foot obstruction zone.

Attachments: Robert Klemp-633 N Linwood.pdf

Approve Amendment No. 3 to the Bloom Companies, LLC contract for the Jackman Street Shared Use Path Project to design modifications to the stairs so the decorative lights are integral to the stair structure in an amount not to exceed \$3,924.83 (Revised contract amount of \$91,500.83).

Attachments: Bloom Companies-Jackman St.pdf

Approve Amendment No. 1 to the Collins Engineers, Inc contract for the Bridge Dive Inspections to design repairs needed to pier #1 of the Olde Oneida Street Bridge over the Fox River caused by scour in an amount not to exceed \$4,213.88 (Revised contract amount of \$28,188.86).

Attachments: Collins Engineers Inc..pdf

15-1434 Addition of bike lanes on Roemer Road between Glendale Avenue and Capitol Drive.

<u>Attachments:</u> Bike lanes on Roemer Road.pdf

Boldt Company-Roemer Road.pdf

#### 6. Information Items

15-1435 Discussion of Front Yard Parking Ordinance, Section 19-91.

**Attachments:** Front Yard Parking Ordinance.pdf

15-1436 Inspection Division Permit Summary Comparison Report for August, 2015.

Attachments: Inspection Division Permit Summary August 2015.pdf

<u>15-1437</u> Twin Cities Bicycle Article.

Attachments: Twin Cities Bicycle Article.pdf

#### 7. Adjournment

Notice is hereby given that a quorum of the Common Council may be present during this meeting, although no Council action will be taken.

Reasonable Accommodations for Persons with Disabilities will be made upon Request and if Feasible. Please call Paula Vandehey at 832-6474 if you have any questions.



### **City of Appleton**

100 North Appleton Street Appleton, WI 54911-4799 www.appleton.org

# Meeting Minutes - Final Municipal Services Committee

Tuesday, August 11, 2015

6:30 PM

Council Chambers, 6th Floor

- 1. Call meeting to order
- 2. Roll call of membership

Present: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

Approval of minutes from previous meeting

15-1294

Minutes from July 12, 2015.

Attachments:

Minutes from July 21, 2015.pdf

Alderperson Dannecker moved, seconded by Alderperson Dalton, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

- 4. Public Hearings/Appearances
- 5. Action Items

15-1153

R/B as Amended-Alderperson Croatt-Bateman Street (Pacific St to Hancock St):

Bateman Street, from Pacific Street to Atlantic Street, be reconstructed with asphalt pavement and concrete curb and gutter to a width of 28' from back of curb to back of curb, which is 1' narrower than the existing street. Bateman Street, from Pacific Street to Atlantic Street, would be narrowed by 1' along the east side to save 3 existing street trees. Current on-street parking would be removed from the east side of the street.

Bateman Street, from Atlantic Street to Hancock Street, be reconstructed with concrete pavement and curb and gutter to a width of 29' from back of curb to back of curb, which is the same width as the existing street. On-street parking would be removed from this block of Bateman to improve maneuverability for fire trucks entering and exiting from Fire Station #1.

Alderperson Dannecker moved, seconded by Alderperson Coenen, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

15-1295

Request from Peter Bartman for an exception to the Street Terrace Policy to construct a planter box within the Rankin Street terrace area at 218 N. Rankin Street.

Attachments: Peter Bartman-Rankin St.pdf

Alderperson Dannecker moved, seconded by Alderperson Coenen, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

15-1296

Approve parking changes on the south side of Capitol Drive at Northbreeze Drive.

Attachments: Parking changes on Capitol Dr at Northbreeze Dr.pdf

Alderperson Dannecker moved, seconded by Alderperson Mann, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

15-1297

Approve parking changes on the south side of McArthur Street at Morrison Street.

Attachments: Parking changes on McArthur St at Morrison St.pdf

Alderperson Coenen moved, seconded by Alderperson Dalton, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

<u>15-1298</u> Approve installation of bike lanes on Prospect Avenue from Oneida Street to Sixth Street.

Attachments: Bike lanes on Prospect Ave from Oneida St to Sixth St.pdf

Alderperson Dannecker moved, seconded by Alderperson Coenen, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

15-1299

Approve proposed ordinance that establishes standards for composting in the Clty of Appleton.

Attachments:

Proposed Ordinance-Composting.pdf

Alderperson Dannecker moved, seconded by Alderperson Coenen, that the Report Action Item be recommended for approval. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann

#### 6. Information Items

15-1300

Inspection Division Permit Summary Comparison Report for July, 2015.

Attachments:

Inspection Division Permit Summary Comparison Report for July,

2015.pdf

15-1301

Act 55 impact on code enforcement at point of sale.

Attachments:

Act 55-.pdf

#### 7. Adjournment

Alderperson Dannecker moved, seconded by Alderperson Coenen, that the meeting be adjourned. Roll Call. Motion carried by the following vote:

Aye: 5 - Alderperson Dannecker, Alderperson Coenen, Alderperson Dalton, Alderperson Croatt and Alderperson Mann



August 26, 2015

Paula Vandehey—Director Department of Public Works City of Appleton 100 North Appleton Street Appleton, Wisconsin 54911

Dear Ms. Vandehey:

Hearthstone Historic House Museum at 625 W. Prospect Ave, Appleton, is in the process of performing necessary maintenance and restoration on the exterior of the building. The result will be preservation of the building as well as improved appearance to our many local and out-of-town guests. To that end we have been working with Kurt Craanen and Daniel Meissner to be sure we are following local codes where we can and getting the appropriate variances where the current codes conflict with the historic nature of the building and its purpose today as a museum. They have been extremely helpful in guiding us through the Building Committee Process to secure a variance on the height of the porch and stairway railings. Both Kurt and Daniel have been involved because Hearthstone in many ways is a unique property, zoned residential because it is indeed a house and was built for the purpose of family residence, but with many aspects of a commercial property. Today the purpose is no longer to house a family, since no one has resided in the house since 1986, but rather to serve as a museum reflecting what family life was like in the 1880's, preserve its and Appleton's place in history as the first residence in the world to receive electric power from a centralized Edison hydro-electric system, and to honor the contributions of Henry Rogers to the Appleton business community as recognized by the Wisconsin Historical Society.

In order to attract people to the museum, which is necessary for the on-going success of this "historic landmark," as Mayor Hanna referred to it in the Building Inspection Committee meeting granting the variance for railing height, we need to use a variety of methods to bring people to Appleton to tour the museum and make it easy to find when they are here. One of those critical methods is the use of a sign in a prominent location that will not only identify us but also convey our message. The current "identity" sign has served its purpose, but it is not visible to most traffic on Prospect Ave or Memorial Drive and has no means of conveying a message. For that reason we have applied for a Tourism Development Grant from the Fox Cities Convention and Visitors Bureau to help us pay for a sign that will better serve today's purposes. A copy of that application, which goes into some detail about the need



for a new sign, is included for your review. We had hoped for an approval of the grant subject to approval of the City of Appleton because we did not want to bother you with a sign application process if we could not secure the money for the sign. However, the Convention and Visitors Bureau declined our application because we do not have approval from the City of Appleton, but are open to a reapplication when City approval has been granted.

We have over the past several years tried to track where the people who visit Hearthstone come from by asking them to sign in and give us their name, address and e-mail address. Not everyone agrees to do that, but of those who gave us information in 2013, 23% were from zip codes in Appleton, Neenah and Menasha. 77% listed other zip codes. In 2014 48% were from Appleton, Neenah, and Menasha, 52% from other zip codes. Year to date in 2015, 32% have been from Appleton, Neenah, and Menasha, 68% from outside the immediate Fox Cities. In 2013 67 Wisconsin Zip Codes were represented, 72 Zip Codes from outside the state. In 2014, 52 Wisconsin Zip Codes were represented, 42 Zip Codes from outside the state. Year-to-date in 2015, 63 Wisconsin Zip Codes have been represented, 54 Zip Codes from outside the State of Wisconsin. We believe these numbers are significant. The majority of people who visit Hearthstone are not from Appleton and are probably not familiar with Hearthstone's location. We do give directions on our website, but simply put, we need to make it as easy as possible to find Hearthstone and for those who pass by on a regular basis to be reminded of our existence and value to the community.

The purpose of this letter and attachments is to begin the process of securing approval for a variance to the residential zoning regulation regarding signs. Historically museums may have been perceived by many as passive preservationists of the past and hence their approach to operations was passive. The type of sign that is permitted by code for a residential property fits that passive perception, but it is not adequate for today's museum that needs to be actively promoting its value to attract supporters and tourists in order to survive. That is where the commercial aspect of Hearthstone comes into play. We are a not-for-profit 501(c)3 organization. We are a business, and without some freedom to act like a business we can not survive. Consequently, we are seeking a Variance to allow a sign with an Electronic Message Unit strategically placed along Memorial Drive.

Signage and representation along Prospect Avenue and Memorial Drive are extremely important when considering the visibility and success of this benevolent property owner and institution. The intended use of the sign is not only to identify who we are, but also to inform the public of events, educational programs and tour information. Therefore, we feel a variance to allow an Electronic Message Unit is not only fair, but crucial in maintaining an enhanced presence along Prospect Avenue and Memorial Drive. It is our opinion that not allowing an Electronic Message Unit would be detrimental to our organization; and further, constitute an unnecessary, city imposed, hardship.



Please consider this an official request for your help with the process of appealing to the board for a sign variance so that we can reapply to the Convention and Visitors Bureau for their Tourism Development Grant. I will be happy to meet with you and/or your representative at a convenient time to share additional details, to answer any questions you may have and to further present our case.

Thank you.

Respectfully,

Ed Ully eleday Ed Hilgendorf, Vice President

Friends of Hearthstone

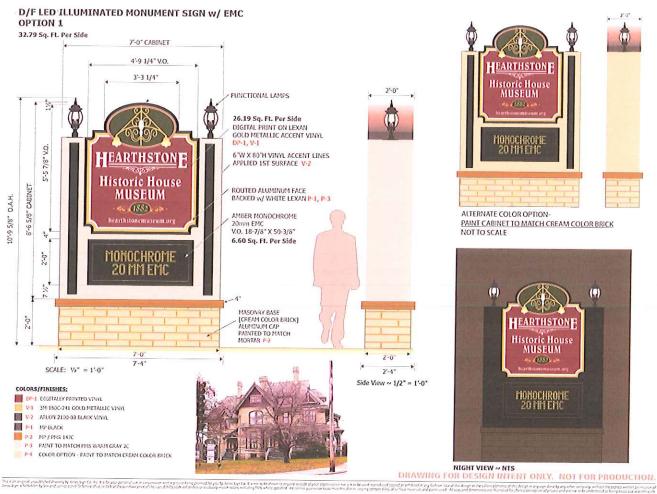
echilgen@gmail.com

715-226-0149



1711 Scheuring Road De Pere, W 54115 Ph: 800-536-7446 Fx: 920-983-9145

PROPO	DSAL SUBMITTED TO:	PROJ	ECT LOCATION:				
ATTN:	Hearthstone Historic House Museum Ed Hilgendorf 625 W Prospect Ave Appleton, WI 54911		Hearthstone Histo 625 W Prospect A Appleton, WI 549	ve	ise Museum		
Phone:	920-730-8204 Fax:	Est #	: 202001		Date:	6/26/2015	
QTY	DESCRIPTION			NoTx	UNIT PRICE	TOTAL	
	Fabricate and install the following:				\$ -	\$ -	
	(Pricing is based on artwork dated 06/19/15 and the	attach	ed qualifications)			-	
						-	
1	OPT 1: one (1) 10'-9 5/8" OAH x 7'-2" OAW, D/F, in	ternally	LED illuminated		18,578.32	18,578.32	
	monument sign with the following specifications:				10,010.02	-	
	8'-6 5/8"H x 7'W custom cabinet with digitally printe	d graph	ics on lexan.			-	
	2'H x 4'-7 1/2"W, D/F, monochrome AMBER, 20mm					<u> </u>	
		UL CHARGE SHOW	unctional lamps				
	Veneer masonry base with decorative aluminum posts and functional lamps.						
0	OPT 2: one (1) 11'-1/2" OAH x 6'-4" OAW, D/F, inte	rnally I F	ED illuminated		17,435.97		
	monument sign with the following specifications:	many L	D manimated		17,455.57		
	monument sign with the following specifications:  5'-8 9/16"H x 5'W custom cabinet with digitally printed graphics on lexan.						
	2'H x 4'-7 1/2"W D/F monochrome AMBER 20mm EMC						
	Decorative aluminum posts with functional lamps.						
	posto with functional lamps.						
	General Conditions included: project management, permit obtainment						
	General Conditions included: project management, permit obtainment,						
	dirt removal, removal and disposal of existing wood sign, pack, load and						
	estimated freight, 5 year warranty, 30 days free advertising on one Jones Sign						
	digital billboard						
1	DEDMIT 9 INCDECTION FEED TOD LINE I			<del>-  </del>		-	
	PERMIT & INSPECTION FEES: TBD, billed at cost per local Municipality.						
-	Online Color Tourist 50/					-	
	Option: Sales Tax at 5% and permits included on fine					-	
	Sales tax is not required if Exempt or Resale Certifica	te can b	e provided.			-	
Ship my ord	er in 7 weeks** from Permit receipt at no additional charge 50% DOWN, BAL	ANCE BEFOR	E SHIPMENT	Taxa	ble Amount:	18,578.32	
Ship my order in 6 weeks** from Permit receipt – add 10% to Total  X 50% DOWN BALANCE DUE FRIOR TO INSTALL  Non-Taxable Amount:  -						=	
Ship my order in 5 weeks** from Permit receipt – add 15% to Total 50% DOWN BALANCE DUE NET 10 DAYS 5.00% Sales Tax:							
Ship my ord	er in 4 weeks** from Permit receipt – add 25% to Total						
LEADTIME D		nitial indica erms listed	ating acceptance of payment	Gra	and Total: [	\$ 18,578.32	
ALL DOLOGO			avove.		-		
PRICES ARE I	IRE FLUS SALES TAX, FREIGHT, FROJECT MANAGEMENT, PERMIT COSTS AND OBTAIN VALID FOR 30 DAYS ONLY AND DO NOT INCLUDE ELECTRICAL HOOKUP	MENT FEES					
		Phone:	920-425-9855				
	uthorized By:	Date:	•				
Your ac	ACCEPTAN ceptance of this proposal is expressly limited to the terms and conditions of between the parties. No different or additional term	intained he	rein and the reverse side here	ot, and a	s such shall constitute Sign Co., Inc.	the entire agreement	
JONES :	SIGN CO., INC. DATE		PURCHASER			DATE	
BY			BY				









#### **Paula Vandehey**

From:

Kurt Craanen

**Ross Buetow** 

Sent:

Friday, August 28, 2015 3:12 PM

To: Cc: Paula Vandehey

Subject:

Fwd: 625 W. Prospect Ave.- Sign

FYI

Sent from my iPhone

Begin forwarded message:

From: Ed and Clare Hilgendorf <echilgen@gmail.com>

Date: August 28, 2015 at 3:00:16 PM CDT

To: Kurt Craanen < Kurt.Craanen@appleton.org>

Subject: Re: 625 W. Prospect Ave.- Sign

The proposed sign will be located immediately west of the second plinth/column south from the northwest corner of the veranda. It will extend ten to seventeen feet from the current sidewalk. Although this location may require a street occupancy permit, we believe it is the best compromise available, considering the right of way runs so close, perhaps unreasonably close, to the house. That location is approximately 70 feet from the corner of the intersection and should not affect visibility adversely for cars turning at the intersection. Placing the sign any further south we believe will limit the visibility of the sign to northbound traffic on Memorial Drive because trees immediately off the end of the bridge block the view of that portion of the Hearthstone property to motorists until they leave the bridge. Although we sincerely hope the City of Appleton never decides to install a right turn lane again from northbound Memorial Drive to eastbound Prospect Ave, we understand, should that happen, that the memorial garden and sign may have to be moved. Until that time we will have the advantage of visibility and representation that we believe the sign will give us.

Thank you. Ed Hilgendorf

On Thu, Aug 27, 2015 at 12:07 PM, Kurt Craanen < Kurt.Craanen@appleton.org > wrote:

Ed:

Yes, that is plenty of time.



Effective Date: 10-15-2014

## GUIDELINES for Signs in the Street Right-of-Way

These guidelines have been established to determine which signs may be administratively approved to be installed within the street right-of-way. Requests for signs not meeting these requirements will be denied. Appeals will be to the Common Council through the Municipal Services Committee.

#### **GROUND SIGNS**

No ground signs may be installed within the street right-of-way.

#### PROJECTING SIGNS/AWNINGS

Projecting signs meeting the following criteria may be administratively approved to be installed within the street right-of-way:

- 1. Minimum clearance of 10 feet between the bottom of the sign and the normal grade.
- 2. Maximum projection of 4 feet into the street right-of-way.
- 3. Maximum size of sign within the street right-of-way is 35% of the wall size abutting the street frontage, or 350 square feet, whichever is less.
- 4. Maximum size of a changeable copy sign within the street right-of-way is 48 square feet.

#### **BANNERS**

See Banner Policy

#### SANDWICH BOARD SIGNS

See Sandwich Board Sign Policy

by Appleton GIS

#### ROBERT C. KLEMP

1819 N. Appleton Street Appleton, WI 54911 robertklemp@gmail.com Home: (920) 739-2671

Cell: (920) 851-6784

Dear Ms Paula Vandehey,

I'am writing you per your letter dated August 18, 2015 about conc earns with my rental property at 633 N Linwood Ave..

The two items that need to be addressed are the hedges and fence which you are saying need to be removed. My question about this is the previous owner of this property had these items up for the past 40 years, so why is it that we have to take them down.

I would like to request for me and my son to attend the nest Municipal Services Committee meeting September 8th at 6:30 pm. My hope is to understand why I have to remove these items when in the past 40 years there wasn't a problem. Also these items help keep my property clean of as much debris as possible from getting into my yard. I could understand is this street was a traveled road but it isn't.

I look forward in being able to speak about this property at the meeting.

Thank you and hope you can understand what I'm talking about.

Robert C Klemp

lock suitable to lock either the starting lever, throttle, steering apparatus, gearshift lever or ignition system. No person shall permit a passenger vehicle to stand or remain unattended on any street, alley or in any other public place, except an attended parking area, unless either the starting lever, throttle, steering apparatus, gear shift lever or ignition system of the vehicle is locked and the key for such lock is removed from the vehicle.

(Code 1965, §10.20)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

#### Sec. 19-9. Obstruction of street by trains.

No person shall permit any railroad car, engine or tender on any railroad to stand or remain in any street in the City so as to obstruct the free passage of vehicles and pedestrians along such street and across such railroad track more than ten (10) minutes at any time, except the intersection of the railroad tracks and Second Street may not be obstructed more than thirty (30) minutes for the loading and unloading of passengers, mail and railway express.

(Code 1965, §10.16)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

# Sec. 19-10. Obstruction of view at intersection by vegetation, fence, etc.

#### (a) Vegetation or structures in terraces.

- (1) All bushes, shrubs, weeds, vegetation, signs and fences, excepting trees on which limbs have been trimmed to a height of ten (10) feet above the ground, located in the terrace of any street within sixty (60) feet of the cross-street right-of-way in the approach direction and thirty (30) feet from the cross-street right-of-way in the nonapproach direction of any intersection in the City, are a public nuisance and dangerous to the safety and welfare of the people of the City. No new trees shall be planted in the terrace within the distances given in this subsection.
- (2) The property owner or the person in possession of property abutting any street in the city within the distance from any intersection given in subsection (a)(1) of this section shall remove any such bushes, shrubs, weeds, vegetation, signs and fences and shall trim any trees to a height of ten (10) feet above the ground. Such bushes,

shrubs, weeds or other vegetation, if not so removed, shall be removed by the City without notice and the expense thereof reported to the City Clerk, who shall enter the same on the tax roll as a special charge against the benefited property.

- (b) Vegetation or structures on private property.
  - (1) No owner or occupant of any property abutting a public street shall permit any trees, shrubs, bushes, weeds, signs, structures, wall or fences on his property to be so placed and maintained as to obstruct the vision of a user of the street at its intersection with another street or public thoroughfare. There shall be a vision corner on all corner lots located in zoning districts that require a minimum twenty- (20-) foot setback from street property lines. The vision corner is described as the triangular area enclosed by a straight line connecting a point on each street right-of-way line, which point is twenty-five (25) feet from the intersection of the right-of-way lines. Fences, walls, signs or structures erected in such vision corners shall not exceed three (3) feet in height. The fence, wall, sign or structure shall be a minimum of two-thirds (2/3) open to vision, equally distributed throughout the fence length and height located within the defined vision corner. Plantings in such vision corners shall be maintained in such a fashion as to provide unobstructed vision from three (3) feet above the centerline elevation of the abutting pavement to ten (10) feet above the centerline elevation.
  - (2) The provisions of subsection (b)(1) of this section shall also apply to those corner lots located in zoning districts that require a ten-(10-) foot setback from street property lines, except in those cases the vision corner is described as the triangular area enclosed by a straight line connecting a point on each street right-of-way line, which point is twenty (20) feet from the intersection of the street right-of-way.

(Code 1965, §10.15, Ord 67-00, §1, 8-19-00) Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

#### Sec. 19-11. Low-speed vehicles.

(a) Definition. Low-speed vehicle means a self-

Supp. #83



DEPARTMENT OF PUBLIC WORKS

Engineering Division 100 North Appleton Street Appleton, WI 54911 (920) 832-6474 FAX (920) 832-6489

Adopted January 1, 2011

#### CITY OF APPLETON STREET TERRACE POLICY

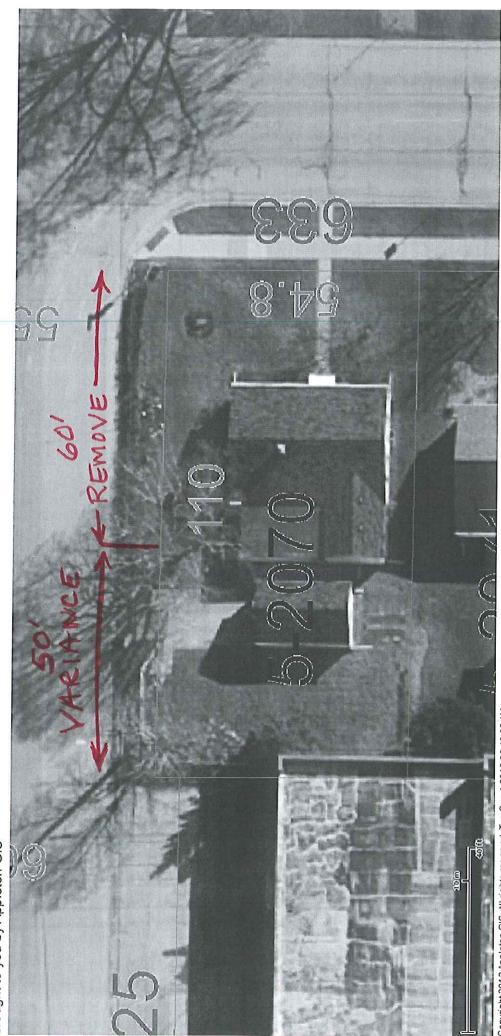
The following conditions are <u>not</u> acceptable uses of street terraces unless a street occupancy permit request is approved by the Municipal Services Committee and Common Council:

- 1. Plants in excess of 3 feet in height.
- Hedges.
- 3. Traffic hazards such as rocks, railroad ties, etc.
- 4. Loose stone, mulch or sand surfaces.
- 5. Vegetable gardens.
- 6. Trees
- 7. Plants within 3 feet of a fire hydrant.

All other uses of street terraces are acceptable contingent upon the following:

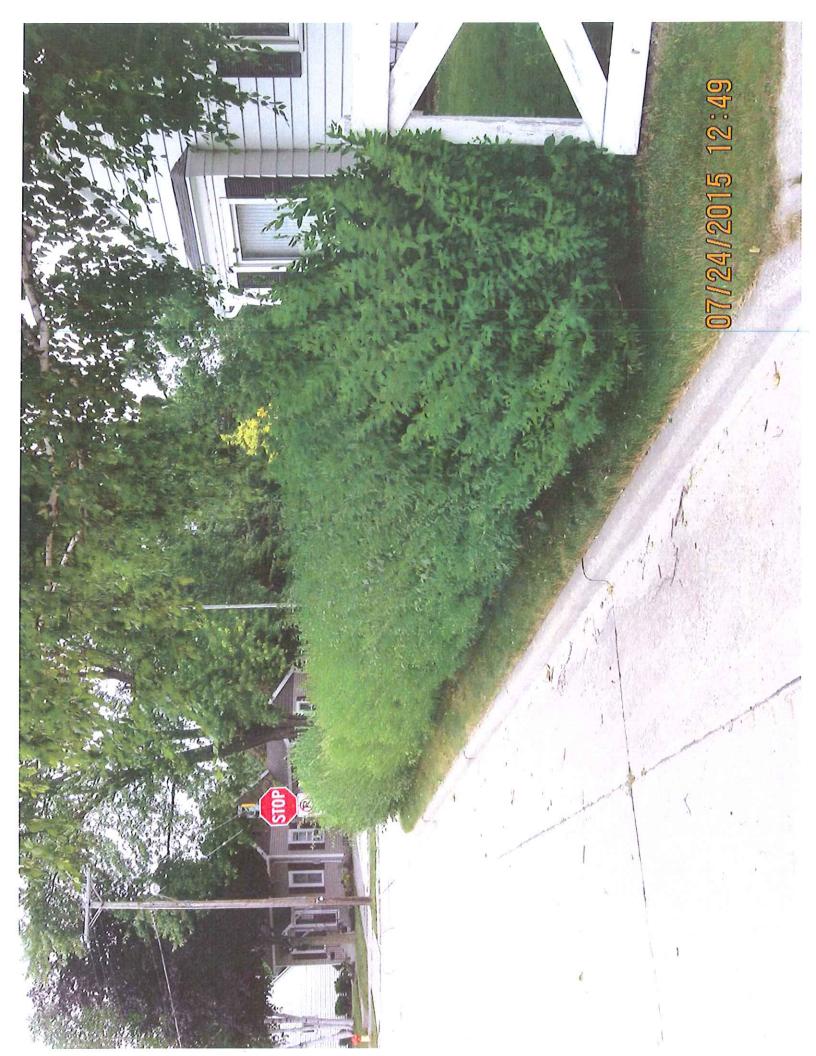
- 1. Compliant with Weed Control Ordinance.
- 2. Elevation flush with sidewalk.
- 3. City's restoration cost to work in the terrace limited to cost of typical terrace.

All Council approved exceptions to this policy require a certificate of insurance and a \$40 annual street occupancy permit.



City of Appleton brought to you by Appleton GIS

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#### AMENDMENT NO. 3 TO THE CONTRACT BETWEEN THE CITY OF APPLETON (OWNER) AND BLOOM COMPANIES, LLC (ENGINEER) FOR

Jackman Street Project, Including a Shared Use Path

The contract made and entered into by and between the OWNER and ENGINEER, dated January 3, 2013, amended on March 12, 2014, amended on November 6, 2014, and is hereby amended as set forth on the following pages.

This amendment is for extra work regarding the Stairs in the southeast quadrant.

Bloom Companies will perform the additional tasks described in Attachment A - Scope of Work, for a lump sum change of \$3,924.83. This will bring the total fee for this contract from \$87,576.00to \$91,500.83.

In witness whereof, the parties hereto have caused this amendment to be executed and approved on the date signed by their authorized officers or representatives.

For the ENGINEER	For the OWNER
Ву:	_ By:
Title:	_Title:
Date:	_ Date:
Attachments:	
Attachment A – Scope of Work	
Attachment B – Schedule	

Attachment C - Fee

#### **ATTACHMENT A**

#### **SCOPE OF WORK**

#### **GENERAL DESCRIPTION**

This amendment is for extra work regarding the stairs in the southeast quadrant.

#### **DECORATIVE RAILS AT NEW BRIDGE ABUTMENTS**

The scope of the stairs shall be revised to include the following:

- Two extra piles at top landing
- Light posts added to the stairs
- Modifications to the concrete retaining wall at the top landing to accommodate piles, light pole, and extra rail on south side.
- Extra rail on south side of top landing.
- · Adding conduit to top landing

Bloom will provide plans and technical specifications for the stairs. The plans will be included in a separate bid package that is associated with WisDOT Project ID 4984-09-00, Prospect Avenue Bridge over Jackman Street, City of Appleton, Prospect Avenue, Outagamie County.

The City of Appleton will assemble and complete the bid package, advertise the bid package, and select the contractor.





August 28, 2015

Mr. Chad M. Weyenberg, P.E. City of Appleton Department of Public Works 100 North Appleton Street Appleton, WI 54911

Bridge Dive Inspections in the City of Appleton (Unit Y-15)
Amendment #1- Bridge B44-0886, Olde Oneida Street over Fox River Pier Repairs

Dear Mr. Weyenberg:

As you are aware Collins recently completed and submitted the underwater inspection and reports for eleven bridges owned by the City of Appleton. During the inspection of Bridge B44-0886, the inspection team leader noted that the upstream column of Pier 1 exhibited deterioration at its intersection with the stream bedrock. The City of Appleton has therefore requested Collins prepare an amendment / proposal to provide for repair of the piers. A copy of our proposal is attached for your consideration.

If there are any questions regarding this submittal, please do not hesitate to contact me at (920) 252-2418/smiller@collinsengr.com or Roy Forsyth at (414) 282-6905/rforsyth@collinsengr.com. If you are in agreement with our amendment please sign in the allotted space below. Our team looks forward to working with the City of Appleton on this project.

Very truly yours,

**COLLINS ENGINEERS, INC.** 

Steven J. Miller, P.E.

Regional Manager

Amendment #1 Approved for the City of Appleton	Date:,	2015
Signature / Title	<u> </u>	
CC: File		
CC: File Attachments:		



#### **PROJECT UNDERSTANDING**

During July 2015, Collins Engineers performed an underwater diving inspection on Bridge B44-0886, Olde Oneida Street over the Fox River. During that inspection the inspection team leader noted that the upstream column of Pier 1 exhibited deterioration at its intersection with the stream bedrock. This proposal to provide for repair of the pier has been prepared at the request of the City of Appleton. A general description of the pier arrangement, the inspection notes and inspector recommendations is provided below.

#### **Pier Descriptions**

Each of the bridges' piers consist of a concrete cap beam supported by two each concrete columns founded on bedrock / piles. The original 1945 structure plans for the piers indicate the 8'-6" x 4'-6" elliptically shaped columns were to be embedded up to 4 feet into the bedrock stream bed and also keyed to the bedrock with four each 8 foot long piles (see attached drawing). Additionally, each of the columns was to be cast into 5/16" thick steel casing form work to be left in place.

#### Inspection Notes & Recommendations (See Attached Inspection Report)

Pier 1- is located immediately downstream of a dam on the Fox River. The inspection team leader's inspection notes indicate that the casing on the upstream column at the pier stops 8" above bedrock (see attached sketch). The as-built conditions at this location appear to be different than the original design plans. Additionally, the column concrete below the casing has eroded around its full perimeter with up to 1 ft. to 1.5 ft. of penetration. The piles at this column were not visible during the inspection. It is anticipated that the proximity of the pier to the upstream dam may be a factor in the concrete deterioration / erosion.

Pier 2- The team leader's inspection notes indicate that the upstream column is located within a 3 foot deep excavated hole in the bedrock. The bottom of the columns steel casing was found to be approximately at bedrock level, however no significant undermining or deterioration of the concrete was found.

Piers 3 to 9- the steel casings of all pier columns exhibited surface corrosion with a maximum 1/8: deep pitting. No scour or undermining was detected or noted.

Recommendations- Based on the inspection and further discussions with the City of Appleton it has been recommended that Pier 1 be repaired.



#### PROJECT APPROACH

Upon notice to proceed from the City of Appleton, Collins Engineers, Inc. will prepare the plans, specifications and an estimate to provide for repair of the pier column. It is anticipated that two repair alternatives will be studied and that those alternatives might include 1) Construction of repairs in the dry with a cofferdam 2) Construction of repairs underwater. The final recommended alternative will depend on various factors including, but not limited to cost, environmental considerations, constructability and other factors.

Scope of Work- It is estimated that the following work will be required to design repairs for the pier:

Task D	Pescription Pescription	
•	Existing Plans & Design Document Review	
•	Development of Alternatives (2 each)	
•	Repair Design	
•	Plans, Specifications & Estimate	
•	Project Coordination & Administration	

Fee Estimate- Collins proposes to accomplish the above noted work for a Lump Sum Price of \$4,213.88. This amount includes all labor, materials and expenses necessary to accomplish the work as noted.

#### Fee Assumptions

- 1. Two alternatives for pier repair will be analyzed and developed based on costs, constructability and other factors. The alternatives will be verbally discussed with the City and a recommended alternative will be progressed based on those discussions. A formal written design report will not be developed or submitted to the City.
- 2. Collins will utilize WisDOT or City of Appleton specific specifications for non-special materials and workmanship; however Collins will prepare any special specifications required for the project. Boilerplate (front-end) specifications will be provided by the City of Appleton.
- 3. Geotechnical Investigation- A geotechnical investigation if required will be completed by others. The cost of geotechnical investigation is not included in this proposal.
- 4. Field Survey- Topographic elevations of pier elements, stream beds etc. will be assumed elevations. The costs for survey work (neither field nor hydrographic) are not included in this proposal. \*
- 5. Construction Phase Services\*- For the purposes of this proposal, we are defining construction phase services to include: attendance at preconstruction meetings, answering of contractor questions, construction inspection, shop drawing reviews, contractor payment approvals, post construction inspection and other construction related activities.



6. Preparation and the securing of any permits required for the project are not included in this estimate.\*

\*These services can be completed by Collins; however, are not included in this estimate.

# Consultant Contract Total Fee Computation

Bridge Dive Inspections-Amendment 1 City of Appleton, WI

\$4,213.88	\$4,213.88	Total
\$0.00	\$0.00	Direct Expenses
\$4,213.88	\$4,213.88	Total Labor
39	39	Number of Staff Hours
Total for Contract	N/A	Project ID

DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

#### September 2, 2015

- «Owner\_First\_Name» «Owner\_Middle\_Init» «Owner\_Last\_Name»
- «Owner\_Address»
- «Owner\_CityState» «Owner\_Zipcode»

Dear Roemer Road property owner,

This letter is to inform you that the City of Appleton is proposing to install bike lanes on Roemer Road. This work is planned to take place this Fall and would serve as an important connection between the bike lanes that already exist on Glendale Avenue and Capitol Drive.

Studies have shown bike lanes are becoming increasingly important as more residents trend toward choosing alternative means of transportation, like bicycles and mass transit. In light of those trends, bike lanes on this section of Roemer Road are an important part of the City's five-year bike lane plan.

In order to accommodate the bike lanes, parking would need to be removed from both sides of Roemer Road in the section between Northland Avenue and Capitol Drive. However, in the section between Glendale Avenue and Northland Avenue, the roadway is a bit wider, so parking could be retained on one side (While state law prohibits parking in bike lanes, loading and unloading activities *are* normally allowed). A drawing is included with this letter to show you the proposed configuration.

This project will be on the Municipal Services Committee meeting agenda on September 8th at 6:30 p.m. at City Hall If you choose to attend, you will have the opportunity to share with the committee your opinion on the plan before any vote is taken.

If you are unable to attend the meeting, feel free to contact your alderperson (Kyle Lobner, <u>district13@appleton.org</u>, 574-2092) or me (<u>eric.lom@appleton.org</u>, 832-3958), with any questions or feedback.

Sincerely,

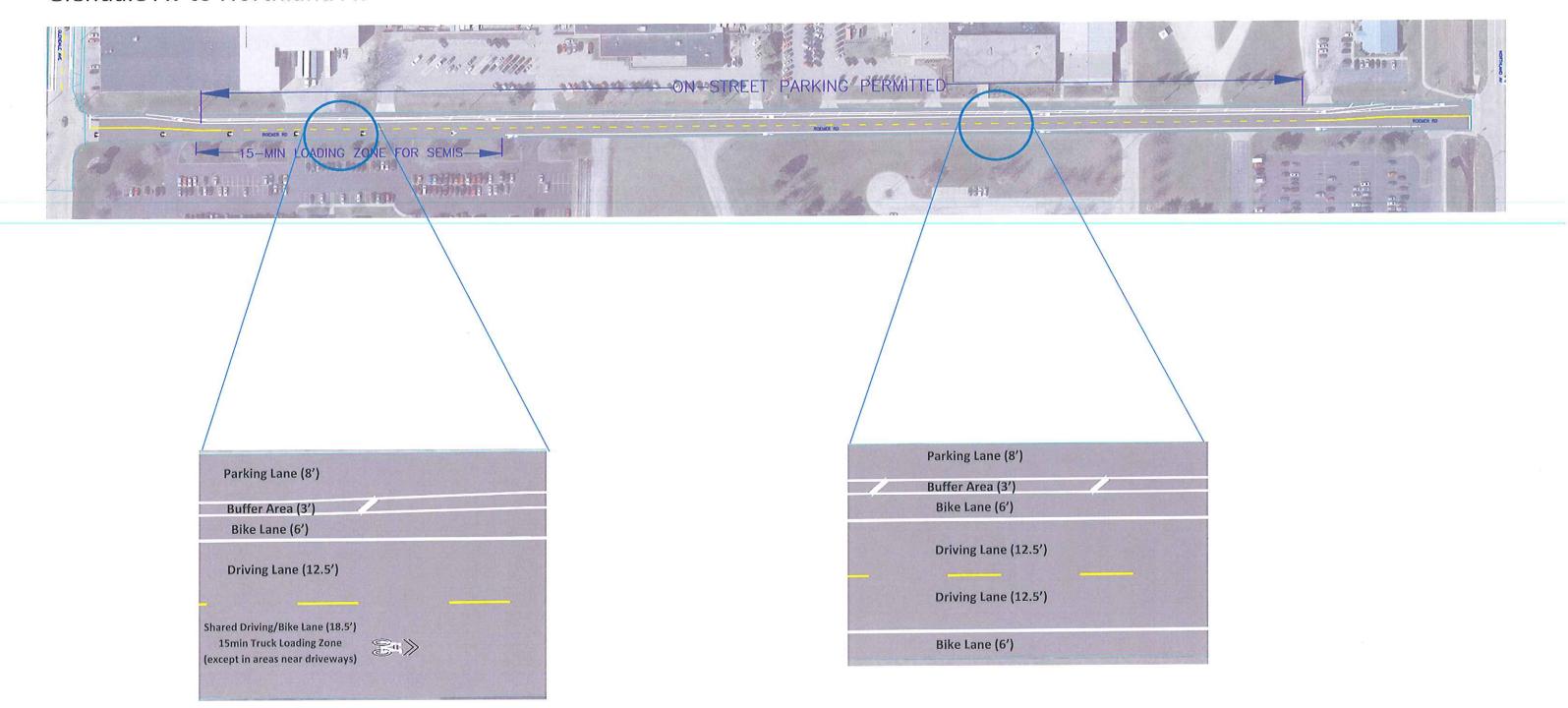
Eric S. Lom, P.E. City Traffic Engineer

C: Alderperson Kyle Lobner (District 13)

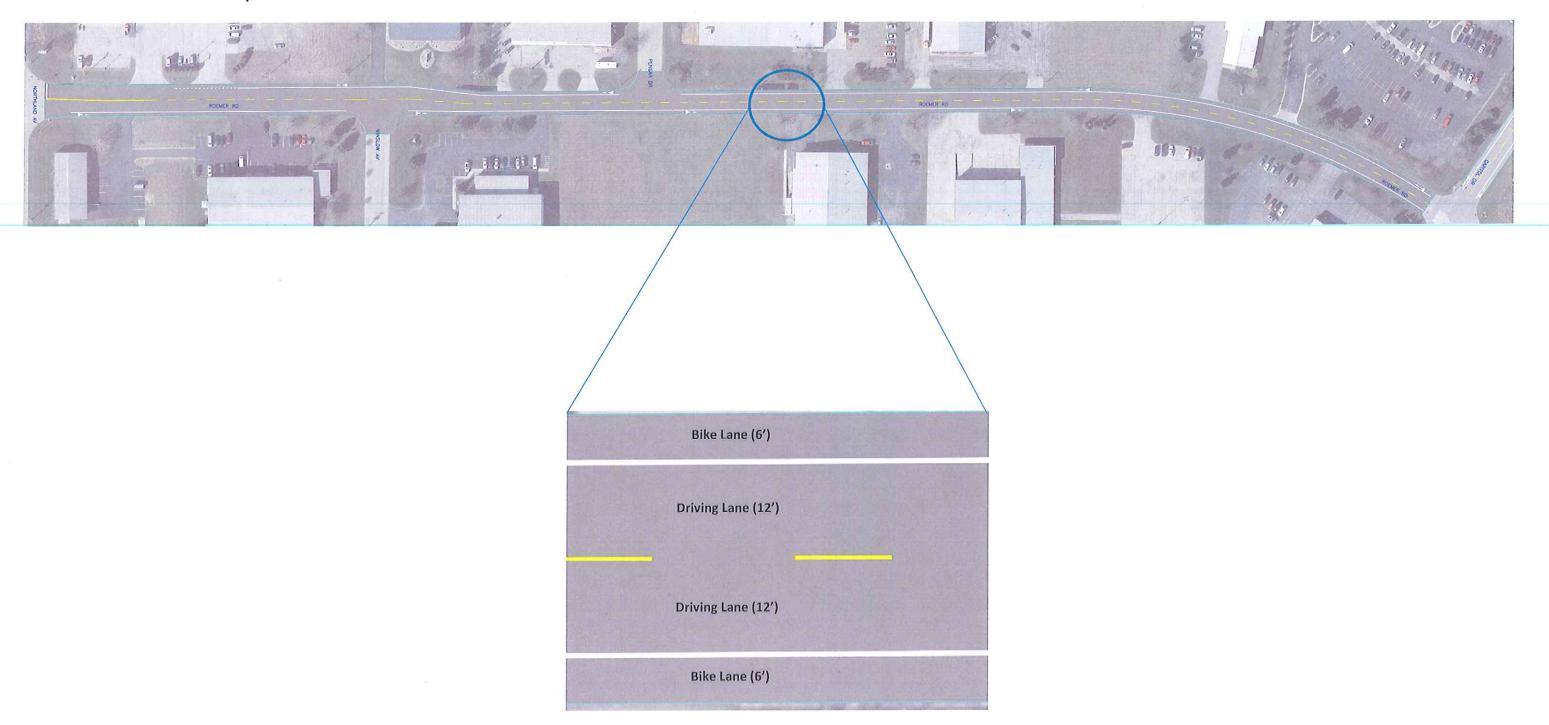
Attachment

Page 1 of 1 City of Appleton Traffic Section 9/2/2015

# Glendale Av to Northland Av



# Northland Av to Capitol Dr





August 13, 2015

Paula Vandehey Director of Public Works City of Appleton 100 North Appleton Street Appleton, Wisconsin 54911

Re: Encouraging Wellness

Dear Paula,

On behalf of The Boldt Company and in particular our Wellness Committee, we are writing to express support for your plans to add bicycle lanes on Roemer Road. We have several employees who regularly ride their bikes to work. We especially like the design, which you shared with us, that maintains parking on the west side of the street. We do occasionally have a need for "overflow" parking and if the street is not available, we would need some time to develop additional onsite parking.

We would like to also request that you consider completion of the sidewalks on the west side of Roemer Road as well. We have over 200 employees who work at our Roemer Road headquarters and many of them would appreciate a safer route for walking to and from work, for a lunchtime walk or for a "walking meeting". With the recent improvements on Glendale, our block could provide a very nice one mile circuit.

If you have any questions please let me know.

Sincerely,

Jeffery T. Niesen

Executive Vice President HR & Risk



#### **MEMO**

...meeting community needs...enhancing quality of life."

TO:

Municipal Services Committee

FROM:

Paula Vandehey, Director of Public Works

s TA

DATE:

September 1, 2015

SUBJECT:

Discussion of Front Yard Parking Ordinance, Section 19-91.

As we discussed, with the State Budget Adoption, Municipalities are no longer allowed to enforce ordinances such as Appleton's Front Yard Parking Ordinance, Section 19-91 at point of sale. Knowing that we need to amend our Ordinance language, gives us an opportunity to review the current requirements for any other potential changes the Council would wish to make. Following is a list of discussion topics.

#### **NEW DRIVEWAYS**

19-91(c) – All new driveways on one- (1-) and two- (2-) family residential properties, as well as those properties with three (3) dwelling units, shall be paved with concrete, asphalt, brick or a similar hard surface within one (1) year of construction.

Are you good with this language as is, or would you also like to:

- a. Allow for new "carriage driveways"?
- b. Allow for new gravel driveways?
- c. Allow for new dirt driveways?

#### EXISTING DRIVEWAYS

19-91(c) — Those existing driveways on one- (1-) and two- (2-) family properties, as well as those properties with three (3) dwelling units, that are not currently paved with such materials shall be so paved prior to the sale of the property or, within six (6) months after the property is sold.

For existing driveways, would you like the existing requirements to be enforced or:

- a. Allow existing carriage driveways to remain?
- b. Allow existing gravel driveways to remain?
- c. Allow existing dirt driveways to remain?

If not, should we change the ordinance language to allow properties found in non-compliance one year to come into compliance with the Code?

Can City staff (such as Assessor doing a revaluation of the property) find a non-compliance driveway or must it be complaint initiated only?

#### APPLETON CODE

(Code 1965, §10.17(2); Ord 4-93, §1, 1-6-93; Ord 142-93, §1, 9-15-93; Ord 143-93, §1, 9-15-93; Ord 154-93, §1, 9-15-93; Ord 154-93, §1, 9-15-93; Ord 155-93, §1, 9-15-93; Ord 137-95, §1, 12-20-95; Ord 154-01, §1, 9-10-01, Ord 68-05, §1, 5-7-05; Ord 107-05, §1, 1-1-06; Ord 122-05, §1, 1-1-06; Ord 96-10, §1, 6-22-10; Ord 103-10, §1, 1-1-11; Ord 112-12, §1, 10-23-12)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

# Sec. 19-91. Parking in front and side yard in residential district; parking on terraces.

- (a) *Purpose*. The purpose of this section is to clearly define acceptable areas for parking vehicles within the front yard or side yard, as defined in Chapter 23, of private properties in order to address off-street parking issues and maintain the acceptable appearance of City neighborhoods.
- (b) Residential driveway. Residential driveway means that area leading directly from the street to a garage, carport, or rear yard parking area.
- (c) Front yard. No person shall park or store any motor vehicle, or recreational vehicle of 26 feet or less. i.e., a "camping trailer", "fifth-wheel trailer", "motor home" or "recreational vehicle" as those terms are defined by §340.01, Stats., as well as boat trailers and boats. utilities trailers, trailered snowmobiles, trailered jet-ski(s) or fishing shanties in the front yard of any residential district except upon a residential driveway and shall be subject to temporary recreational vehicle parking restrictions set forth in §19-92. No recreational vehicle or boat greater than 26 feet in length may be parked or stored in the front yard of any residential district. Any vehicle parked in the front yard, shall be parked within the driveway area in such a manner as to maintain all wheels on the driveway surface, and shall neither obstruct the sidewalk nor extend onto the driveway apron. driveways on one- (1-) and two- (2-) family residential properties, as well as those properties with three (3) dwelling units, shall be paved with concrete, asphalt, brick or a similar hard surface within one (1) year of construction. Those existing driveways on one- (1-) and two- (2-) family properties, as well as those properties with three (3) dwelling units, that are not currently paved with such materials shall be so paved prior to the sale of the property or, within six (6) months after the property is sold.
- (d) Side yard. No person shall park or store any motor vehicle, "camping trailer", "fifth-wheel trailer", "motor home" or "recreational vehicle" as those terms are defined by §340.01, Stats., as well as boat trailers and trailered boats, pick-up camper tops, utilities trailers,

trailered snowmobiles, trailered jet-ski(s) or fishing shanties in the side yard of any residential district unless the side yard parking area is no greater than twelve (12) feet wide and extends no farther than the rear plane of the principal structure on the property. Side yard parking areas are required to be hard surfaced and subject to the requirements of this section, including the requirement for a permit for the installation of said hard surface.

- (e) Permits. The Inspections Supervisor shall issue a driveway extension permit or a side yard parking pad permit upon the filing of a proper application, which shall be on a form furnished by the Director and shall describe the nature of the work, material to be used, measurements, plans and/or specifications of the proposed extension as well as such other information as may be required for inspection. Permits shall be issued prior to the start of the work. Fees for this permit shall be kept on file with the City Clerk.
- (f) Extensions to the driveway surface, beyond the area previously described in section (d), are permissible provided all of the following apply:
  - The property owner has obtained appropriate driveway extension permit; and,
  - Both the extension and driveway are paved as provided in sec. (d) above; and,
  - (3) The extension is no greater than twelve (12) feet wide; and,
  - (4) The paved area is no longer than the length of the driveway, extending from the edge of the City's right-of-way to a carport, rear yard parking area or garage. For the purpose of creating a parking pad, the paved area may extend along the side of the principal structure on the property and may extend to the rear plane of said structure; and,
  - (5) Whenever practicable, the extension shall be located on the side of the driveway such that it extends toward the nearest side lot line. When such a configuration is not possible, the property owner may install an extension no greater than four (4) feet into the greater front yard. Any extension into the greater front yard of the property that is more than four (4) feet wide shall require approval from the Municipal Services Committee.
  - (6) This section shall not apply toward paved circular driveways.

## Department of Public Works Inspections Division Permit Summary Count YTD Comparison

Report Date: 9/1/2015

x <sup>N</sup> u	Pe	ermit Summary Count	YTD Comparison	
		01/01/15 Thru	08/31/15	Report
Appleton  Appleton  "meeting community is				
" meeting community i	needsenhancing quality	of life."	Total	Total
Dammid	Year .	Permit	Estimated	Receipt
Permit Type	Issued	Count	Cost	Amount
BUILDING	255000	222,11		
POTEDTIAO	2014	637	44,167,630	209,456.53
	2015	704	117,562,773	257,108.55
		10.52 %	166.17 %	22.75 %
DISPLAY SIGN				a #70.00
	2014	117	622,093	3,570.00
	2015	92	592,532	2,820.00
		-21.37 %	-4.75 %	-21.01 %
ELECTRICAL				
	2014	628	5,460,630	81,545.12
	2015	640	7,440,732	86,896.53
		1.91 %	36.26 %	6.56 %
EROSION CNTL				
_	2014	11		1,700.00
	2015	34		4,650.01
		209.09 %	%	173.53 %
HEATING				
1 (2) ( ) = 1 ( )	2014	564	7,715,781	41,748.95
	2015	485	11,877,577	44,328.92
		-14.01 %	53.94 %	6.18 %
PLAN REVIEW				
, 5, 1, 1, 1, 1, 2, 1, 1	2014	99		33,717.50
	2015	85		37,780.00
		-14.14 %	%	12.05 %
PLUMBING				
	2014	317	3,441,049	24,595.80
	2015	359	5,015,766	40,395.22
		13.25 %	45.76 %	64.24 %
SEWER				
	2014	108	738,222	9,404.00
	2015	133	1,471,969	11,620.00
		23.15 %	99.39 %	23.56 %
WELL				
	2014	10		300.00
	2015	Ż		60.00
		-80.00 %	%	-80.00 %

# Department of Public Works Inspections Division Permit Summary Count YTD Comparison 01/01/15 Thru 08/31/15

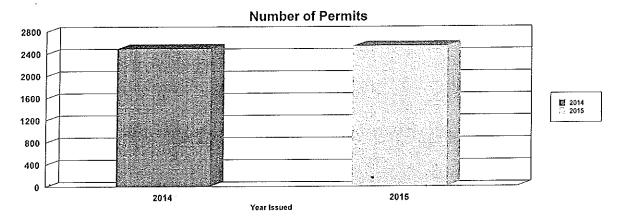
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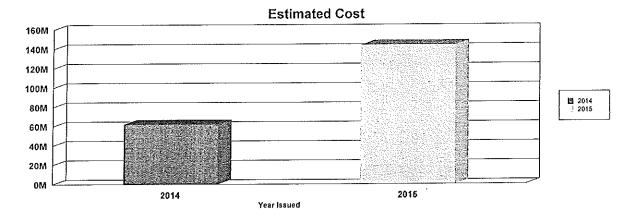
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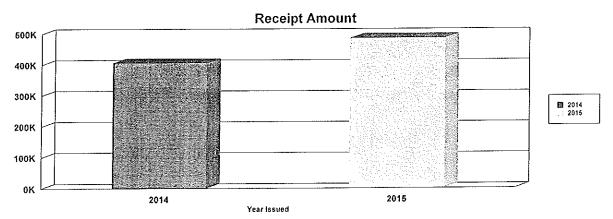
Appleton

"...meeting community needs...enhancing quality of life."

	2014	2015
Permits	2491	2534
Estimated Cost	62,145,405.00	143,961,349.00
Receipt Amount	406,037.90	485,659.23







# twin city sidewalks

...the view from the sidewalks of Minneapolis and Saint Paul...

10.8.15

#### Bicycling Debate is Rooted in a Generation Gap

My dad owns five cars.\* Four of them actually run, and three of them are parked every day on the streets around his house in Saint Paul.

(So even though I haven't owned a car in a decade, from a familial standpoint, I'm hardly doing my part to minimize our impact on the environment.)



(My dad and stepmom testifying against the Griggs traffic circle in 2012.)

You see, my dad has always loved driving. So when three years ago the city planned a fancy new bike route next to his house, he came before the City Council to testify against the project.

From his perspective, it's understandable. Making parking more difficult, slowing down cars, spending tax dollars... For my dad, all of these things are nuisances. I can see why he wouldn't understand the need for a bike route next to his house. From his perspective, I get it.

Here's how my dad ended his testimony against the bike route [about 1:10:00]:

[Lots of testimony... dramatic pause.]

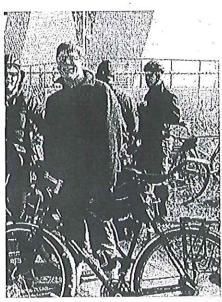
And my son's a biker. He rides a bicycle everywhere all the time, even in the winter. He would be totally in favor of that bike route. But there's no point in the roundabout at Portland and Griggs, and not much point in the rest of it.

#### My Generational Perspective

It's true. I've been living and bicycling around Saint Paul for ten years, and have devoted a great deal of my time to working on projects like the Griggs Bicycle Boulevard, so much so that I even wrote a dissertation about it.

But for me, after a decade of trying to ride in Saint Paul without getting killed, good bike routes are a big deal. After I heard that my parents testified against the bike boulevard that I'd been working on for years, I was a bit shocked. Since then, my father and I have had many (often fruitless) conversations about the project.

The bike route went ahead anyway, thanks to unique Federal funding and support by a few visionary city council members. And now, today, the traffic circle sits there at the end of my dad's street. His driving and parking experiences aren't impacted that



(This is me. Look at that stupid rear blinky light.)

much. In fact, he sometimes admits to enjoying tooling around the traffic circle.

I love my father, despite his many cars. And as the years have gone by, I think he's started to soften his stance against the bike route.

And every time I go to visit him, I bike there, often at night. As he watches me ride off, waving from the stoop, I know he wants me to be safe.

#### Bridging the Generation Gap

Even though he still doesn't understand why the traffic circle was a good idea, I hope that I've talked him into trusting me when I tell him that it makes life safer for me as I make my way around Saint Paul. In fact, with a bike route on Griggs, I'm more likely to bike past his house and stop for an afternoon visit, and I know he loves when I pass by and say hello.

If you spend any time working on bike advocacy in Saint Paul or Minneapolis, you quickly realize that much of the debate is generational. For older people who have driven their whole lives, it's almost impossible to understand the bike movement. Time after time, attending public hearings you see a row of older people get up and testify about the importance of parking, and how bicycle infrastructure will ruin their quality of life. And it makes total sense given where these folks are coming from. The Baby Boomer generation has grown up driving cars.

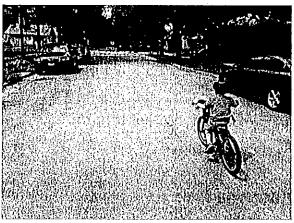
The automobile generation gap is particularly apparent for me and my father. He has always loved driving. When he got to take the family on road trips across the country, it was probably the happiest I've ever seen him. Nothing compared to the freedom of the open road, with thousands of miles of interstate driving on the calendar. He still loves large American cars, the bigger the better, and will drive across town to save a few cents on a gallon of gas.

(I.e. he once simultaneously owned two Cadillac Fleetwoods, length 225 inches, or about 2.5 Smart Cars. Hint: that equals 5 Smart Cars, i.e. a "car2go Yahtzee.")

#### The Next Generation

I don't expect car dependent boomers like my dad to understand bicycling. And I don't expect them to get out from behind the wheel and start riding bikes around town. But I do expect them to listen and respect the next generation.

For the last few years, I've been trying to change his mind about the bike boulevard next to his house. Even though he still doesn't like it, I think he's started to listen. I feel like he's



(My nephew Edgar learning how to ride a bike on Portland Avenue, )

beginning to understand that having bike routes is important to me, even if he doesn't get it.

And really, that's all that younger people are asking. The next generation has different priorities than their parents. We don't want to have to drive everywhere. We don't necessarily want to own houses or two cars, and biking is a crucial factor to how we value our cities. All we're asking from our parent's generation, the people that are on social security and own lots of our national wealth, is that they give us a little bit of breathing room. That might involve small sacrifices on their part, maybe having to cross the street or pay a dollar to park, or to devote a little bit of tax money toward some bike-friendly concrete. But what we're asking isn't too much...

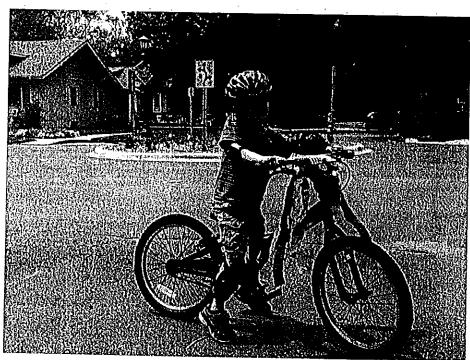
The other day I was over at my dad's house. I biked there, of course, and my little nephew Edgar was visiting. He's 6 years old and had just learned how to ride a bicycle of his own.

Edgar isn't that good yet. Basically, you still have to run alongside him while he pedals, holding his bike up so that he doesn't wobble over. He's all adorned in helmets, elbow and knee pads.

But it was pretty awesome to see him going down the street. I flopped along side in my sandals, trying to keep up. As he neared the bike boulevard and traffic circle at the end of the street, the very one that my dad had testified against three years prior, an SUV came speeding up. Thankfully, it slowed down and went around the circle as little Edgar pedaled away.

The streets we're building now are going to last for decades. They're not about my dad's generation. They're about my six-year-old nephew, and what kind of city he's going to want to live in as he gets older.

I can only hope that the older generation, the people who overwhelmingly vote, pay taxes, and show up for public meetings, can give the rest of us the benefit of the doubt. You don't have to understand everything about the new wave of city dwellers. All you have to do is listen. We need safe streets. It's time to make it happen.



[Edgar in front of the Griggs Avenue traffic circle.]