# **OFFICIAL PUBLIC NOTICE**



# MEETING OF THE PLANNING COMMISSION

WEDNESDAY, JANUARY 04, 2023 AT 5:30 PM

COUNCIL ROOM AT THE MUNICIPAL BUILDING, 450 S. MAIN STREET, RICHLAND CENTER, WI 53581

#### AGENDA

#### CALL TO ORDER:

1. Roll call for the meeting, determine whether a quorum is present, and determine whether the meeting has been properly noticed

#### AFFIRMATION OF PROPER PUBLIC NOTICE OF THE MEETING

2. Affirmation of Proper Public Notice

#### **APPROVAL OF MINUTES:**

3. Approval of November 30, 2022 Minutes

#### ITEMS FOR DISCUSSION:

- 4. Stori Field Conceptual Planning Matt Muchow of Vierbicher
- 5. Industrial Park
- 6. Closed Session Development Incentive

a. The Chair may entertain a motion to enter into closed session pursuant to Wis. Stat, Sec 1985(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

b. Reconvene in open session pursuant to Wisconsin Stat, Sec 19.85(2). Roll call vote if motion is not unanimous.

7. Closed Session - Land Procurement

a. The Chair may entertain a motion to enter into closed session pursuant to Wis. Stat, Sec 1985(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

b. Reconvene in open session pursuant to Wisconsin Stat, Sec 19.85(2). Roll call vote if motion is not unanimous.

#### **DISCUSSION OF FUTURE AGENDA ITEMS**

8. Future Agenda Items

**Next Meeting Date** (Fourth Wednesday of the month - January 25th and/or February 22nd)

Set Next Meeting Date

#### ADJOURNMENT

9.

10. Adjournment

Posted this 3rd day of January, 2023 by 5:00 PM. Copy to the official newspaper the Richland Observer.

Aaron Joyce, City Clerk/Treasurer

PLEASE NOTE: That upon reasonable notice, a minimum of 24 hours in advance, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service contact Ashley Oliphant, City Administrator at 450 S. Main St., Richland Center, WI. 53581 or call 608-647-3466. Notice is hereby given that the council members who are not members of this committee may attend this meeting so as to constitute a quorum of the city council. Any such council member attendance will be for information gathering, discussion, and/or related purposes and will not result in the direct decision making by the city council at the committee meeting. The City of Richland Center is an equal opportunity employer, provider, and lender.



# PLANNING COMMISSI

5:30 PM – Wednesday, November 30, 2022 Council Room of the Municipal Building

Item 3.

# MINUTES

# CALL TO ORDER

Chair Todd Coppernoll called the meeting to order at 5:31 PM.

# **ROLL CALL/QUORUM**

Roll call conducted. Ryan Cairns and Mark Jelinek were absent. A quorum was present.

# AFFIRMATION OF PROPER PUBLIC NOTICE OF THE MEETING

Oliphant affirmed proper public notice was provided.

# **REVIEW AND APPROVE PREVIOUS MEETING MINUTES**

Motion by Fagerlund to approve the minutes of the October 26, 2022 meeting. Seconded by Miller Motion passed unanimously.

# PUBLIC HEARING REGARDING ORDINANCE AMENDMENT TO PERMITTED AND CONDITIONAL USES WITHIN THE INDUSTRIAL PARK DISTRICT

Chair Coppernoll opened the public hearing at 5: 32 PM. No members of the public participated in the hearing. After three requests for comment, the public hearing was closed at 5:33PM.

Motion by Tepley to close the public hearing. Seconded by Miller. Motion carried unanimously.

# DISCUSSION AND POSSIBLE ACTION ITEMS

<u>Ordinance Amendment to Permitted and Conditional Uses Within the Industrial Park District</u> Motion by Fagerlund to recommend to the Common Council the adoption of the proposed amendments to Chapter 410 of the Code of Ordinances as follows:

- 1. Include statement in 410.02 indicating more than one permitted use can exist on a parcel
- Add 410.02(18) Commercial vehicle and equipment storage buildings with required restroom. Must be constructed with a permanent concrete foundation, a poured concrete floor, and adhere to Section 410.06.
- 3. Add 410.02(19) Business offices.
- 4. Add 410.02(20) Commercial Indoor Recreation Facilities
- 5. Fix typo of "sue" to "use."
- 6. Strike 410.03(3)
- 7. Strike 410.04(7)
- 8. Strike 410.04(18)

Seconded by Wilson. Motion carried unanimously.

## Industrial Park Site Preparation

Glasbrenner described five lots with the industrial park that possess natural features which are not conducive to building as they stand, undesirable plotting, utility connection challenges, and missing lot

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corners. Glasbrenner indicated the challenges affecting these parcels have and continue to present barriers for sale and necessitate additional work be completed.

To gather a better understanding of the financial impact of improving these lots, Glasbrenner was in communication with an engineering firm. The cost to address the deficiencies from replating to obtaining DNR permits for land disturbance, would be approximately \$25,000. To remove fill and establish a buildable grade on Lot 7 only, it was estimated to cost an additional \$30,000-\$40,000 which is prohibitive to potential developers.

Member of the public Gary Manning advised there is great sand at this location and recommended working with the County Highway Department to have them haul the sand out for their use thus reducing the City's cost.

Glasbrenner asked the Planning Commission to forward a request to the Finance Committee seeking to allocate \$25,000 towards addressing deficiencies within the industrial park.

Motion by Tepley to recommend to the Common Council to allocate \$25,000 from the business RLF fund for site preparation/work throughout the industrial park. Seconded by Miller. Motion carried unanimously.

## Industrial Park Lot 28 CSM Review & Approval

A CSM was completed which identified lot corners and replaced pins, determined the floodplain boundary, and established a road right of way and setback. The Public Works Director hauled spoil from the 7<sup>th</sup> St project to this location making this lot buildable.

Motion by Wilson to approve the CSM for Lot 28 Bowen on Circle Drive and recommend to the Common Council to adopt Resolution 2022-TBD for the public dedication of land as a public way to the City of Richland Center in accordance with the CSM. Seconded by Tepley. Motion carried unanimously.

## Review and Award RFP for 291 N Jefferson Street Demolition

Glasbrenner advised four proposals were received. The proposals were reviewed and scored by staff. Of the four proposals received, Gary Manning's was the lowest cost, which was almost \$9,000 less than the next lowest bid. Glasbrenner stated the staff recommendation was to award Gary Manning the RFP.

Gary Manning addressed the Planning Commission. He advised his bid was to complete the exact scope of work as described in the RFP. Manning inquired how soon he could move equipment to the site if awarded and indicated he can begin demolition as soon as approved. The Mayor authorized Mr. Manning to move equipment to the site at his convenience.

It was requested to have Mr. Manning sign and date a copy of the RFP acknowledging his full understanding of the RFP requirements and expectations. Mr. Manning complied with the request.

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5:30 PM – Wednesday, November 30, 2022 Council Room of the Municipal Building

Motion by Coppernoll to award the RFP to Gary Manning and forward recommendation to the Common Council. Seconded by Tepley. Motion carried unanimously.

### UPDATES ON ONGOING PROJECTS

- <u>Stori</u>: Vierbicher actively working with City employees to complete conceptual plan. Once available, the conceptual plan will be provided.
- <u>460 W 1<sup>st</sup> Street</u>: Continuing the process to prepare this lot for sale.
- <u>Campus</u>: With the recent events, Glasbrenner expressed his hope for significant cooperation from the County with the Planning Commission in paving the way for the future of the campus.
- Panorama: Rising interest rates have slowed progress.
- <u>Zoning Code Rewrite</u>: In the process of obtaining quotes and conducting meetings with various firms. Gathering data to determine the next steps.
- <u>Wayfinding</u>: Process was delayed due to rebranding efforts. However, the rebranding process is ending allowing for forward progress on wayfinding signage.

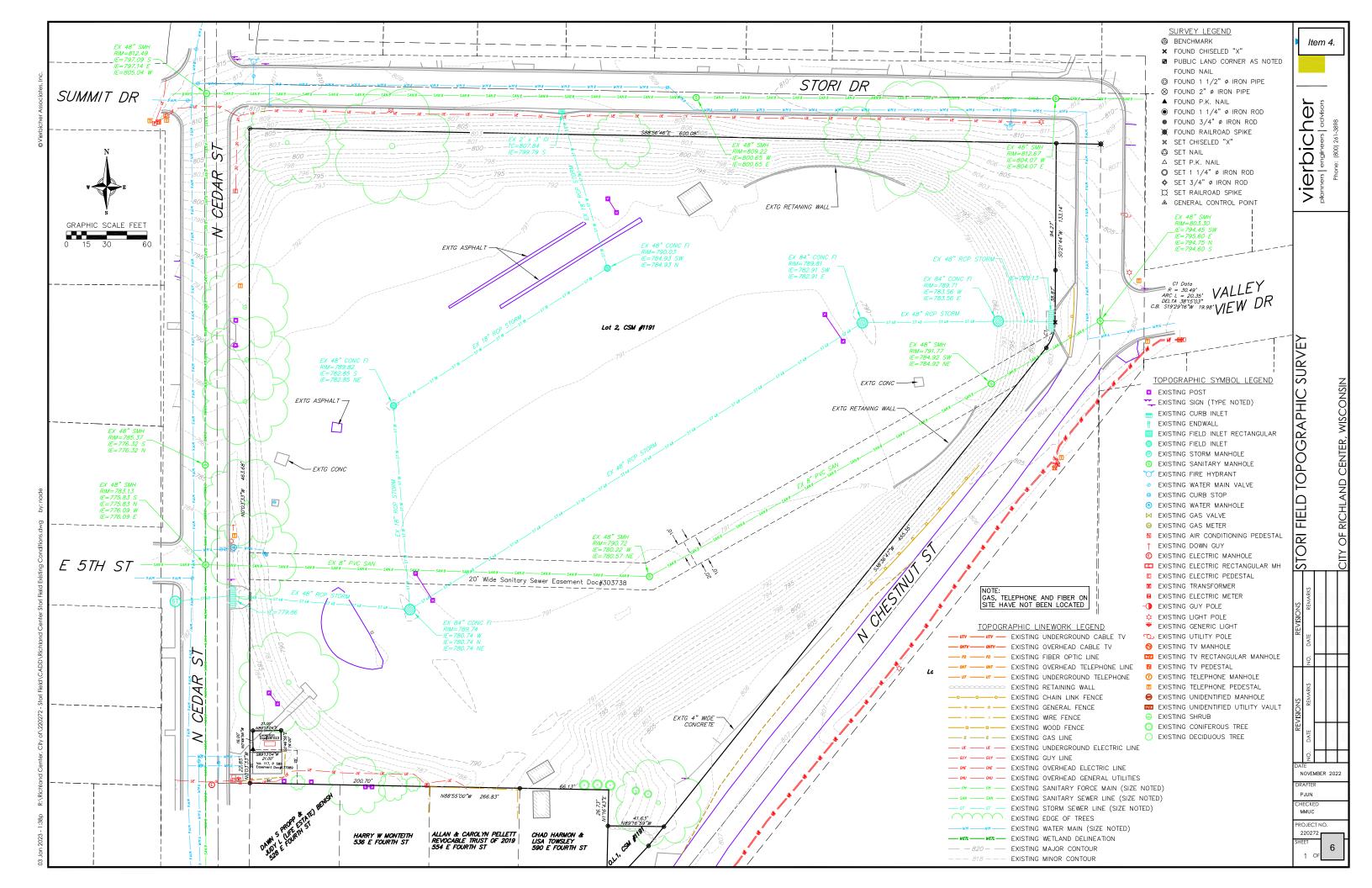
## **SET NEXT MEETING DATE** (fourth Wednesday of the month, December 28, 2022, at 5:30PM).

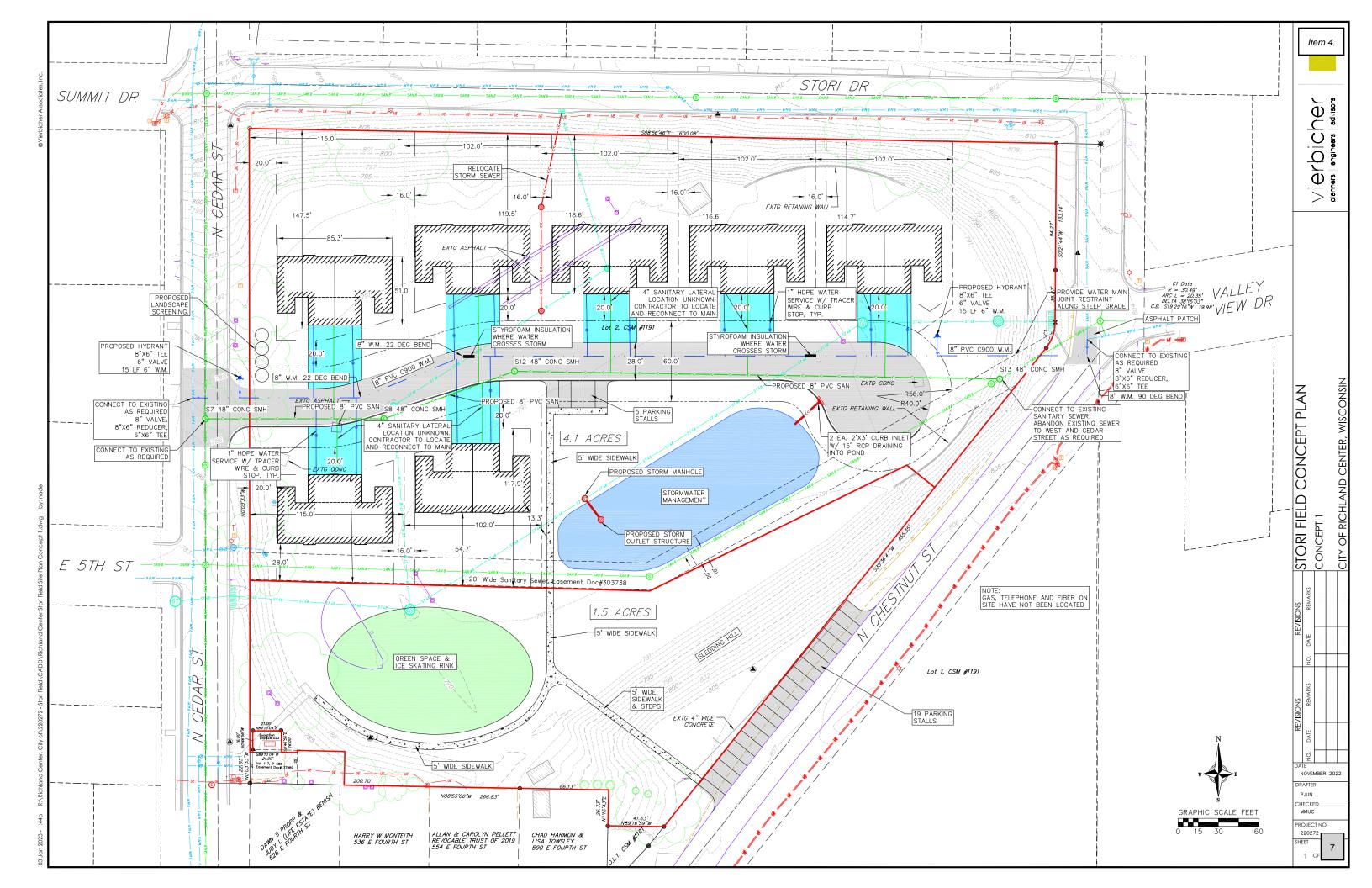
The next meeting of the Planning Commission will be December 28, 2022 at 5:30PM. This meeting may be rescheduled if needed.

#### ADJOURNMENT

The meeting adjourned at 6:35 PM Motion to adjourn by Tepley. Seconded by Miller. Motion carried unanimously

Minutes respectfully submitted by Ashley Oliphant





#### Opinion of Probable Cost 12/21/2022 Stori Field Concept 1 City of Richland Center

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity		Unit Price	Item Total
Street &	Site work					
1	Mobilization	LS	1	\$	18,000.00	\$ 18,000.00
2	Site Clearing & Grubbing	LS	1	\$	2,000.00	\$ 2,000.00
3	Temporary Traffic Control	LS	1	\$	1,500.00	\$ 1,500.00
4	Remove Existing Asphalt	SY	290.0	\$	5.00	\$ 1,450.00
5	Common Excavation (Estimated 2,300 CY +/-)	LS	1	\$	27,600.00	\$ 27,600.00
6	Strip, Salvage, & Re-Spread Topsoil (Estimated 800 CY +/-)	LS	1	\$	8,000.00	\$ 8,000.00
7	Excavation Below Subgrade (EBS) (Excavation Only)	CY	30	\$	15.00	\$ 450.00
8	Base Aggregate Dense - 1 1/4"	TON	770	\$	15.00	\$ 11,550.00
9	Base Aggregate Dense - 3" (Includes Base for EBS)	TON	1590	\$	15.00	\$ 23,850.00
10	Finish Grading In Prep. Of Stone Base	LF	535	\$	5.00	\$ 2,675.00
11	Sawcut Asphalt	LF	200	\$	5.00	\$ 1,000.00
12	HMA Pavement - Upper Layer 1.75"	TON	230	\$	110.00	\$ 25,300.00
13	HMA Pavement - Lower Layer 1.75"	TON	230	\$	110.00	\$ 25,300.00
14	Remove Existing Building	LS	1	\$	4,000.00	\$ 4,000.00
15	Asphaltic Tack Coat	SY	2150	\$	0.40	\$ 860.00
16	Street Sign - Stop Sign (R1-1) and Street Name Assembly	EA	1	\$	750.00	\$ 750.00
17	Restoration W/ Seed, Mulch, & Fertilizer	SY	6000	\$	4.00	\$ 24,000.00
18	New Tree	EA	4	\$	600.00	\$ 2,400.00
19	Inlet Protection - Type D	EA	2	\$	200.00	\$ 400.00
20	Clear Stone Tracking Pad	TON	50	\$	20.00	\$ 1,000.00
21	Silt Fence	LF	400	\$	3.50	\$ 1,400.00
22	Remove Existing Curb & Gutter	LF	60	\$	6.00	\$ 360.00
23	Concrete Curb & Gutter - 30"	LF	555	\$	22.00	\$ 12,210.00
			Subtot	al - S	treet & Site work	\$ 196,055.00
			Contingency (10%)			\$ 19,605.50
			Profes	siona	l Services (12%)	\$ 25,879.26
					Total -	\$ 241,539.76

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
<b>Sanitary</b>	Sewer						
24	Sanitary Sewer - 8" PVC	LF	600	\$	55.00	\$	33,000.00
25	Sanitary Sewer - Connect to Existing	EA	2	\$	1,500.00	\$	3,000.00
26	Sanitary Sewer Televising	LF	600	\$	3.00	\$	1,800.00
27	Sanitary Sewer - 48" Dia. Manhole	EA	4	\$	5,500.00	\$	22,000.00
28	Sanitary Sewer Service Lateral - 4" PVC	LF	400	\$	40.00	\$	16,000.00
29	Sanitary Sewer- 4" Wye Only	EA	7	\$	400.00	\$	2,800.00
30	Abandon Existing Sanitary Sewer	LS	1	\$	3,000.00	\$	3,000.00
31	Select Granular Backfill (Trucked-In)	CY	150	\$	15.00	\$	2,250.00
		Subtotal - Sanitary Sewe				\$	83,850.00
		Contingency (10%) \$				8,385.00	
		Professional Services (12%) \$					11,068.20
					Total -	\$	103,303.20

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Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
Park and	d Sledding Hill						
32	HMA Pavement - Parking Stalls - 3"	TON	90.00	\$	130.00	\$	11,700.00
33	Pavement Marking - 4"	LF	460.00	\$	10.00	\$	4,600.00
33	Poured Concrete Steps	VSF	250	\$	70.00	\$	17,500.00
34	Concrete Sidewalk (5")	SF	2720	\$	7.00	\$	19,040.00
35	Handrail	LF	50	\$	80.00	\$	4,000.00
			Subtotal - P	ark a	nd Sledding Hill	\$	56,840.00
		Contingency (10%				\$	5,684.00
		Professional Services (12%			Services (12%)	\$	7,502.88
					Total -	\$	70,026.88

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
Water Di	istribution						
36	Water main - 6" C-900	LF	50	\$	65.00	\$	3,250.00
37	Water main - 8" C-900	LF	685	\$	70.00	\$	47,950.00
38	Water Main - Connect to Existing	EA	2	\$	2,000.00	\$	4,000.00
39	Gate Valves - 6"	EA	2	\$	2,350.00	\$	4,700.00
40	Gate Valves - 8"	EA	2	\$	3,000.00	\$	6,000.00
41	Styrofoam Insulation	EA	4	\$	125.00	\$	500.00
42	Water Service Lateral - 1" HDPE	LF	720	\$	32.00	\$	23,040.00
43	Water Service - Corporation, Curb Stop, Union, and Box	EA	14	\$	550.00	\$	7,700.00
44	Hydrant - New w/ Marker Flag	EA	2	\$	6,450.00	\$	12,900.00
45	Select Granular Backfill (Trucked-In)	CY	200	\$	15.00	\$	3,000.00
			Subtoto	al - V	ater Distribution	\$	113,040.00
		Contingency (10%			ntingency (10%)	\$	11,304.00
		Professional Services (12%				\$	14,921.28
					Total -	\$	139,265.28

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
Storm Se	ewer & Storm Water Management						
46	Storm Sewer - 15" RCP	LF	50	\$	75.00	\$	3,750.00
47	Storm Sewer - 18" RCP	LF	150	\$	80.00	\$	12,000.00
48	15" RCP Apron Endwall W/out Pipe Gate	EA	1	\$	1,200.00	\$	1,200.00
49	Storm Sewer Manhole - 48"	EA	2	\$	4,250.00	\$	8,500.00
50	Storm Sewer Curb Inlet - 2' x 3' Precast Box W/ Frame & Grate	EA	2	\$	2,600.00	\$	5,200.00
51	Remove Existing Storm Sewer	LS	1	\$	2,000.00	\$	2,000.00
52	Stormwater Pond Outlet Structure	LS	1	\$	10,000.00	\$	10,000.00
53	Stormwater Management Pond	LS	1	\$	40,000.00	\$	40,000.00
		Subtotal - Storm Sewer & Storm Water Mgm					82,650.00
		Contingency (10%)					8,265.00
		Professional Services (12%)				\$	10,909.80
					Total -	\$	101,824.80

Total - Stori Field Development	\$ 532,435.00
Contingency (10%)	\$ 53,243.50
Professional Services (12%)	\$ 70,281.42
Total -Stori Field Development	\$ 655,959.92
Cost Per Unit	\$ 46,854.28
Cost Per Unit w/o Park Improvements	\$ 41,852.36

This Engineer's Opinion of Probable Cost is made on the basis of our experience and qualifications. It represents our best judgment as experienced and qualified design professionals based on our information available at the time the cost opinion is made. It should be recognized that Vierbicher Associates, Inc. does not have control over the cost of materials or services furnished by others, over market conditions, or contractors methods of determining their prices. Accordingly, Vierbicher Associates, Inc. cannot and does not guarantee that bids or actual costs will not vary from this opinion.

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#### Opinion of Probable Cost 12/21/2022 Stori Field Concept 2 City of Richland Center

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total
Street &	Site work					
1	Mobilization	LS	1	\$	18,000.00	\$ 18,000.00
2	Site Clearing & Grubbing	LS	1	\$	2,000.00	\$ 2,000.00
3	Temporary Traffic Control	LS	1	\$	1,500.00	\$ 1,500.00
4	Remove Existing Asphalt	SY	290.0	\$	5.00	\$ 1,450.00
5	Common Excavation (Estimated 2500 CY +/-)	LS	1	\$	27,600.00	\$ 27,600.00
6	Strip, Salvage, & Re-Spread Topsoil (Estimated 1000 CY +/-)	LS	1	\$	8,000.00	\$ 8,000.00
7	Excavation Below Subgrade (EBS) (Excavation Only)	CY	30	\$	15.00	\$ 450.00
8	Base Aggregate Dense - 1 1/4"	TON	770	\$	15.00	\$ 11,550.00
9	Base Aggregate Dense - 3" (Includes Base for EBS)	TON	1590	\$	15.00	\$ 23,850.00
10	Finish Grading In Prep. Of Stone Base	LF	535	\$	5.00	\$ 2,675.00
11	Sawcut Asphalt	LF	200	\$	5.00	\$ 1,000.00
12	HMA Pavement - Upper Layer 1.75"	TON	230	\$	110.00	\$ 25,300.00
13	HMA Pavement - Lower Layer 1.75"	TON	230	\$	110.00	\$ 25,300.00
14	Remove Existing Building	LS	1	\$	4,000.00	\$ 4,000.00
15	Asphaltic Tack Coat	SY	2150	\$	0.40	\$ 860.00
16	Street Sign - Stop Sign (R1-1) and Street Name Assembly	EA	1	\$	750.00	\$ 750.00
17	Restoration W/ Seed, Mulch, & Fertilizer	SY	7000	\$	4.00	\$ 28,000.00
18	New Tree	EA	4	\$	600.00	\$ 2,400.00
19	Inlet Protection - Type D	EA	2	\$	200.00	\$ 400.00
20	Clear Stone Tracking Pad	TON	50	\$	20.00	\$ 1,000.00
21	Silt Fence	LF	400	\$	3.50	\$ 1,400.00
22	Remove Existing Curb & Gutter	LF	60	\$	6.00	\$ 360.00
23	Concrete Curb & Gutter - 30"	LF	555	\$	22.00	\$ 12,210.00
			Subtot	al - St	reet & Site work	\$ 200,055.00
		Contingency (10%)				\$ 20,005.50
			Profes	sional	Services (12%)	\$ 26,407.26
					Total -	\$ 246,467.76

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
Sanitary	Sewer						
24	Sanitary Sewer - 8" PVC	LF	600	\$	55.00	\$	33,000.00
25	Sanitary Sewer - Connect to Existing	EA	2	\$	1,500.00	\$	3,000.00
26	Sanitary Sewer Televising	LF	600	\$	3.00	\$	1,800.00
27	Sanitary Sewer - 48" Dia. Manhole	EA	4	\$	5,500.00	\$	22,000.00
28	Sanitary Sewer Service Lateral - 4" PVC	LF	440	\$	40.00	\$	17,600.00
29	Sanitary Sewer- 4" Wye Only	EA	8	\$	400.00	\$	3,200.00
30	Abandon Existing Sanitary Sewer	LS	1	\$	3,000.00	\$	3,000.00
31	Select Granular Backfill (Trucked-In)	CY	150	\$	15.00	\$	2,250.00
		Subtotal - Sanitary Sewe				\$	85,850.00
		Contingency (10%) \$			\$	8,585.00	
		Professional Services (12%) \$				11,332.20	
					Total -	\$	105,767.20

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Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
Park and	d Sledding Hill		· · · · ·				
32	HMA Pavement - Parking Stalls - 3"	TON	90.00	\$	130.00	\$	11,700.00
33	Pavement Marking - 4"	LF	460.00	\$	10.00	\$	4,600.00
33	Poured Concrete Steps	VSF	250	\$	70.00	\$	17,500.00
34	Concrete Sidewalk (5")	SF	3240	\$	7.00	\$	22,680.00
35	Handrail	LF	50	\$	80.00	\$	4,000.00
			Subtotal - P	ark o	and Sledding Hill	\$	60,480.00
		Contingency (10%)				\$	6,048.00
		Professional Services (12%)			Il Services (12%)	\$	7,983.36
		Total -				\$	74,511.36

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
Water Di	istribution						
32	Water main - 6" C-900	LF	50	\$	65.00	\$	3,250.00
33	Water main - 8" C-900	LF	685	\$	70.00	\$	47,950.00
34	Water Main - Connect to Existing	EA	2	\$	2,000.00	\$	4,000.00
35	Gate Valves - 6"	EA	2	\$	2,350.00	¢	4,700.00
36	Gate Valves - 8"	EA	2	Ψ \$	3,000.00	\$ \$	6,000.00
37	Styrofoam Insulation	EA	4	\$	125.00	↓ \$	500.00
38	Water Service Lateral - 1" HDPE	LF	830	\$	32.00	\$	26,560.00
39	Water Service - Corporation, Curb Stop, Union, and Box	EA	16	\$	550.00	\$	8,800.00
40	Hydrant - New w/ Marker Flag	EA	2	\$	6,450.00	\$	12,900.00
41	Select Granular Backfill (Trucked-In)	CY	200	\$	15.00	\$	3,000.00
			Subtoto	al - V	Vater Distribution	\$	117,660.00
		Contingency (10%)				\$	11,766.00
			Profess	siono	al Services (12%)	\$	15,531.12
					Total -	\$	144,957.12

Bid Item Ref. No.	Description	Unit of Measure	Estimated Quantity	Unit Price		Item Total	
Storm Se	ewer & Storm Water Management						
42	Storm Sewer - 15" RCP	LF	350	\$	75.00	\$	26,250.00
43	Storm Sewer - 18" RCP	LF	150	\$	80.00	\$	12,000.00
44	15" RCP Apron Endwall W/out Pipe Gate	EA	1	\$	1,200.00	\$	1,200.00
45	Storm Sewer Manhole - 48"	EA	3	\$	4,250.00	\$	12,750.00
46	Storm Sewer Curb Inlet - 2' x 3' Precast Box W/ Frame & Grate	EA	2	\$	2,600.00	\$	5,200.00
47	Remove Existing Storm Sewer	LS	1	\$	2,000.00	\$	2,000.00
48	Stormwater Pond Outlet Structure	LS	1	\$	10,000.00	\$	10,000.00
49	Stormwater Management Pond	LS	1	\$	40,000.00	\$	40,000.00
		Subto	otal - Storm Sewe	er&S	torm Water Mgmt	\$	109,400.00
				Coi	ntingency (10%)	\$	10,940.00
			Profess	iona	Il Services (12%)	\$	14,440.80
					Total -	\$	134,780.80
			Total - Sto	ri Fie	ld Development	\$	573,445.00
			Contingency (10%)				
			Profess		Il Services (12%)		75,694.74
			Total -Sto	ri Fie	ld Development	\$	706,484.24

This Engineer's Opinion of Probable Cost is made on the basis of our experience and qualifications. It represents our best judgment as experienced and qualified design professionals based on our information available at the time the cost opinion is made. It should be recognized that Vierbicher Associates, Inc. does not have control over the cost of materials or services furnished by others, over market conditions, or contractors methods of determining their prices. Accordingly, Vierbicher Associates, Inc. cannot and does not guarantee that bids or actual costs will not vary from this opinion.

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44,155.27

39,498.31

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Cost Per Unit \$

Cost Per Unit w/o Park Improvements \$

