



AMENDED

AGENDA FOR LONG RANGE PLANNING COMMITTEE MEETING NOTICE

A Long Range Planning Committee meeting will be held on **Tuesday, July 27, 2021 at 5:30 PM**
in the **Council Chambers at City Hall, 819 Superior Avenue, Tomah, WI.**

Join Zoom Meeting

<https://us06web.zoom.us/j/93324698850?pwd=clJMMXQyN3BpNjYxeW1jM1JVUkhkdz09>

Meeting ID: 933 2469 8850 | Passcode: LRPC1234

Dial by your location: +1-312-626-6799 US (Chicago)

1. AGENDA:

- A. Call to Order - Roll Call
- B. [Approval of June 22, 2021 Long Range Planning Committee Meeting Minutes](#)
- C. [Reviewing Certificate of Appropriateness - 1021 Superior Ave \(Signage\)](#)
- D. [Downtown Design Standards Amendment - Colors & Materials](#)
- E. [Discussion of Hydraulic Analysis and Study of Deer Creek and Related Areas](#)
- F. TID 8 Amendment Map and Discussion
- G. Building Inspector Project Updates
- H. Administrator Updates

2. NEXT MEETING DATE: August 24, 2021

3. ADJOURNMENT

NOTICE: It is possible that a quorum of members of other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information. No action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice. Please note that, upon reasonable notice, 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 JoAnn Cram, City Clerk, at 819 Superior Avenue, Tomah, WI 54660.



LONG RANGE PLANNING COMMITTEE MINUTES

The City of Tomah Long Range Planning Committee (LRPC) met in regular **TELECONFERENCE SESSION** on **Tuesday, June 22, 2021** at 5:30 p.m. via Zoom teleconference. The meeting access information was provided on the posted agenda. The meeting agenda notice was posted at City Hall and on the City's website in compliance with the provisions of Section 19.84 Wisconsin Statutes.

Call to Order – Roll Call: Member Chair Remy Gomez called the meeting to order at 5:33 p.m. Members present: Adam Gigous, Remy Gomez, Jeff Holthaus, Tina Thompson, and Joanne Westpfahl. Absent: Mike Murray, Dustin Powell, Pete Reichardt and Shawn Zabinski. Quorum present.

Also in attendance: City Administrator Brad Hansen and Deputy City Clerk Berta Downs.

Approval of May 25, 2021 Minutes: Motion by Westpfahl, second by Thompson to approve the minutes of the May 25, 2021 meeting. Motion carried.

Reviewing Certificate of Appropriateness – 115 W La Crosse Street (Signage): First Congregational United Church of Christ has submitted an application for certificate of appropriateness for signage at 115 W La Crosse Street, Tomah. The proposed sign will be single-sided, internally illuminated, ground sign that will measure 72" high by 84" wide and replace the existing sign. The sign will include a full color electronic message center.

Motion by Thompson, second by Gigous to approve the Certificate of Appropriateness for the First Congregational United Church of Christ at 115 W La Crosse Street, Tomah, as submitted. Motion carried.

Building Inspector Project Updates: No updates at this time.

Administrative Updates: Hansen advised currently attempting to get new business by amending our TID and adding another TID. The city is also looking at possibly adding a fifth TID to cover the southeast area of the City.

Next Meeting Date: July 27, 2021.

Adjournment: Motion by Westpfahl, seconded by Thompson to adjourn at 5:41 p.m. Motion carried.

Respectfully submitted by:

Berta Downs

Berta Downs, Deputy City Clerk, June 22, 2021

Certificate of Appropriateness

City of Tomah: Building/Site Improvement Review Application for Certificate of Appropriateness

Address of Property:

1021 Superior Ave., Tomah

Property Owner Name:

Associated Accounting - Ron Brieske

Property Owner Address (if different from Address of Property):

Street

Municipality

State

Property Owner Phone Number: (Home/Mobile):

608-372-7100

Have you reviewed the Downtown Tomah Design Standards (if applicable)?



Yes



No



Not Applicable

Have you reviewed the City's Historic Preservation Ordinance (if applicable)?



Yes



No



Not Applicable

Is your property a historic site, in a historic district, or contain a historic structure?



Yes



No

Scope of project to include: (Please check appropriate items.)

☐ New Construction☐ Siding

Signage

☐ Building Addition☐ Landscaping / Fencing☐ Exterior Lighting☐ Façade Restoration☐ Parking / Rear Access☐ Other: _____☐ Awning/Canopy/Shutters☐ Doors, Windows, & Entrances☐ Roofing☐ Exterior Painting

Briefly explain the proposed work: (Attach extra sheets if necessary.)

Adding / Changing dimensional lettering to exterior of building

Last Modified: March 2, 2017

Page 1 of 2

Design Standards Checklist

CITY OF TOMAH

819 SUPERIOR AVENUE
TOMAH, WI 54660
Ph: (608) 374-7429
Fax: (608) 374-7444

INSPECTION
DEPARTMENT**APPLICATION FOR SIGN PERMIT**

DATE

6-30-21

Zingler Sign on behalf of Associated Accounting

(Applicant's Name)

6125 County Hwy O, Tomah, WI 54660

(Applicant's mailing address)

608-378-3316

(Phone #)

1021 Superior Ave., Tomah

(Address / Location of proposed sign)

Dimensional lettering applied to building

(Description of proposed sign installation)

Does hereby apply for permission to place a sign, on the described premises, to comply with City Ordinance # 52-150. The fee of \$ 40.00 to be paid at the time of application.

Attached to this application is a complete drawing of the proposed sign, including location on premises, distance from lot lines, sign dimensions, and building frontages (wall signs only).



(Signature of applicant)

(This section for office use only)

PERMIT: **GRANTED / DENIED**

Shane Rolff, Building Inspector

Date

Certificate of Appropriateness

City of Tomah: Building/Site Improvement Review Application for Certificate of Appropriateness

Please submit the following information:

- One historical (if available) and one modern photograph of building
- Eight (8) copies of plans of proposed work, including color and/or material samples if appropriate.
- A completed downtown design standards checklist

Estimated total cost/budget for proposed project:

10,000.-

Do you have any questions or concerns?

None

I understand the criteria for this application, approval and reviews by the Long Range Planning Committee and/or Historic Preservation Commission (check with Zoning Administrator if unknown whom will review), and agree to be subject to the Downtown Design Standards and/or Historic Preservation Ordinance (if applicable) for the above described work in accordance with City ordinances.

Signed:

[Signature]

Date:

6-30-21

Property Owner / Applicant

Greg A. Zingler - Zingler Sign

FOR OFFICE USE ONLY

Application Number:

Shane Ratff

Received By:

Date of Meeting:

Approved or Denied?:

6-30-21

Date Received:

Conditions of Approval or Reasons for Denial:

Last Modified: March 2, 2017

Page 2 of 2

Design Standards Checklist

Checklist

Instructions

If a section of these standards does not apply to the proposed project (e.g. *parking standards for a facade renovation project*) the entire section can be skipped by checking the "does not apply" box ☐ NA. If any part of a section does apply, please fill out the entire section with checks for completed standards and cross out ☐ for any that do not apply.

In addition to this checklist, a site plan shall be submitted, including (as applicable):

- ☐ Trash and recycling containers
- ☐ Pedestrian pathways
- ☐ Parking and circulation
- ☐ Landscaping
- ☐ Stormwater management features
- ☐ Lighting

Applicant
Staff / ZA
LRPC

SIGNAGE DESIGN

Sign Type Usage Standards

☐ NA

Comments (office use only):

Existing

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

1. All signs conform to the sign design and maintenance requirements in the City's Zoning Ordinance, -AND- have applied/acquired sign permit

2. The project does not include following sign types: roof-mounted, pole, external neon cabinet/canister, billboard, -AND- there is no canopy in the public right-of-way.

3. All ground signs, if any, utilize monument-style design.

4. Ground signs do not extend higher than the mean street grade following the restriction shown below.

- ☐ Downtown Core Only: 5 feet
- ☐ Transitional Area Only: 8 feet

5. Signage on awnings, marquees and canopies is > 75% of the front valance, flat profile, and/or roof. - AND - no signage is placed on the side of the structure.

6. LED changeable messaging sign incorporated in monument sign does not comprise > 30% of the sign area, inclusive of the base area.

7. Signage is > 25% of each storefront display window/door area, excluding product display.

Design Standards Checklist

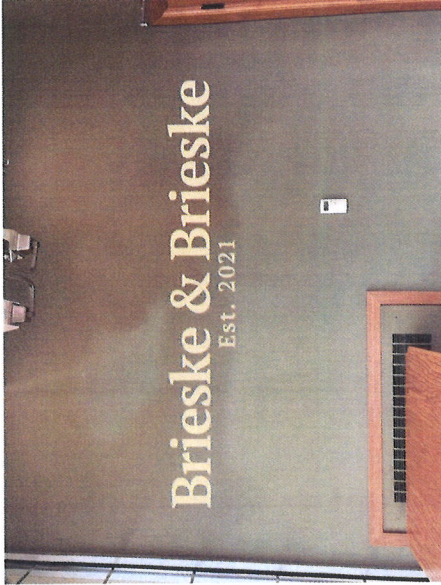
Design Standards Checklist

	Applicant	Staff / ZA	LRPC	
1. Signs are placed to fit in with the building's overall architectural composition -AND- do not significantly obscure the building's architectural features.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sign Placement, Installation & Lighting Standards <div style="border: 1px solid black; padding: 2px; width: fit-content;">NA</div> Comments (<i>office use only</i>): <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
2. Placement of signs and mounting systems do not obscure windows or doorways, including door, glass panes, and corresponding trim and supports.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
3. Signage on masonry buildings are mounted through the mortar joints rather than through the masonry itself, if possible.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Signs do not extend above the roofline, cornice or parapet, whichever is lowest.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
5. If a historic sign board area exists above the transom windows, the primary wall sign is placed inside this space -AND- does not extend above, below or beyond the edges of the signboard area.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Awnings are not internally illuminated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Exterior lamps are located and shielded to prevent the casting of direct light or glare on roadways, adjacent properties and the sky, -AND- does not interfere significantly with the sign or sign bracket.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Downtown Core Only , if wall/projecting sign is internally illuminated, the sign face (background) is opaque with only push thru lettering/symbols illuminated.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. There are no color changing and "chasing" LED features.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

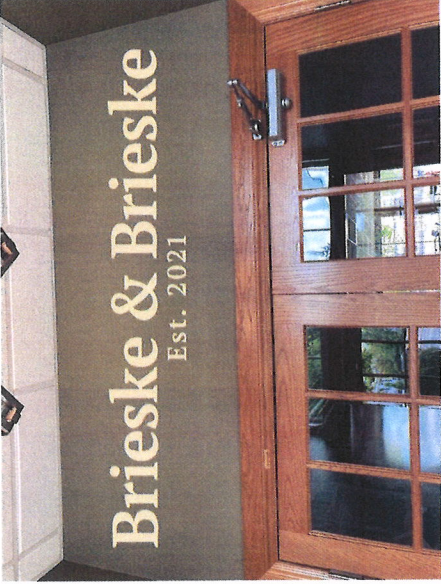
Checklist

	Applicant	Staff / ZA	LRPC	
Sign Materials, Colors & Lettering Standards <div>NA</div> Comments (office use only):	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Sign substrate is either MDO, Aluminum, or Aluminate. Acrylic material, if used, simulates metal or wood.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	2. The sign style, color and materials complement the character of the building and other signage.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Highly reflective material is not used.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. The color tones between the sign's lettering/symbols and background have sufficient contrast to make the sign clearly legible.
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. The main lettering and predominant background does not use fluorescent colors.
SITE DESIGN				
Street Relationship Standards <div>NA</div> Comments (office use only): N/A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. Downtown Core Only , primary structures will be built no more than 3-FT from the front property line, except a portion of the building may be set back per the following limitations: <ul style="list-style-type: none"> <input type="checkbox"/> The space provides an outdoor seating area, a hardscape plaza, or similar accessible pedestrian space, AND <input type="checkbox"/> 25%, or minimum of 10-FT, of the building width is built to the restricted setback, -AND- <input type="checkbox"/> Maximum setback of 10-FT.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Transitional Area Only , primary structures will be built within 25-FT of the front property line.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. There is at least one functional building entrance provided on the facade facing the (most prominent) street.

Design Standards Checklist



LOCATION: FRONT ENTRANCE - INTERIOR
 DIMENSIONS: 64" WIDE
 COLOR: IVORY
 LETTERING DEPTH: 1/8"
 MOUNT: DOUBLE-SIDED ADHESIVE TAPE
 PRICE (INCLUDES INSTALL): \$350.00



LOCATION: REAR ENTRANCE - INTERIOR
 DIMENSIONS: 70" WIDE
 COLOR: IVORY
 LETTERING DEPTH: 1/8"
 MOUNT: DOUBLE-SIDED ADHESIVE TAPE
 PRICE (INCLUDES INSTALL): \$375.00



LOCATION: INTERIOR GLASS PANEL
 DIMENSIONS: 78" WIDE
 COLOR: BLACK AND MAROON
 LETTERING DEPTH: 1/8"
 MOUNT: DOUBLE-SIDED ADHESIVE TAPE
 PRICE (INCLUDES INSTALL): \$987.00



LOCATION: EXTERIOR FRONT - DOUBLE-SIDED GROUND SIGN
 DIMENSIONS: 84" WIDE
 COLOR: BLACK AND MAROON
 LETTERING DEPTH: 1/2"
 MOUNT: STUD MOUNT INTO FACE OF EXISTING SIGN
 PRICE (INCLUDES INSTALL): \$3216.00



LOCATION: EXTERIOR FRONT - TOP LOCATION
 DIMENSIONS: 106" WIDE
 COLOR: BLACK AND MAROON
 LETTERING DEPTH: 1/2"
 MOUNT: STUD MOUNT INTO FACE OF BUILDING
 PRICE (INCLUDES INSTALL): \$2951.00 (LIFT REQUIRED)

LOCATION: REAR EXTERIOR WALL (PHOTO NOT SHOWN)
 DIMENSIONS: 120" WIDE
 COLOR: BLACK AND MAROON
 LETTERING DEPTH: 1/2"
 MOUNT: STUD MOUNT INTO BUILDING WALL
 PRICE (INCLUDES INSTALL): \$4526.00



To: Tomah Long Range Planning Committee
From: Steve Tremlett, Community Planner
Subject: Re: Downtown Design Standards Amendment - Colors & Materials
Date: April 19, 2021

Long Range Planning Committee Members,

There have been several waivers considered/approved allowing building to have vinyl siding in the transitional area of the downtown, which is prohibited per the Downtown Design Standards. The intent of the waiver process is to allow an exemption due to unique situations such as: 1) inability to meet the standard on their property; 2) it creates an undue hardship; or, 3) the intent of the standard can be met successfully through an alternative design. To maintain this as a special case exemption/waiver, I am recommending amending the standards to allow for vinyl siding in the transitional area of the downtown with two options provided. Either option will relax the material restrictions that appear to be too stringent per recent waivers allowed.

OPTION 1: No use on Superior Avenue, but allow use on all other sides.

Colors & Materials (P24)

- **Standard #3:** Prohibited building materials include gravel aggregate materials, rough sawn wood, vinyl siding (**Superior Avenue facades only**), manufactured stone veneer, and polished stone.
- **Standard #5b:** Transitional Area only, vinyl siding **shall not cover more than seventy-five (75) percent of all non-Superior Avenue facing facades. Vinyl siding is prohibited on facades facing Superior Avenue.**

OPTION 2: Allow for accent use on Superior Avenue, and use as the primary material on all other sides.

(Note: increase in allowance of metal panel/siding systems on all other sides in this amendment as well)

Colors & Materials (P24)

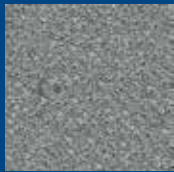
- **Standard #3:** Prohibited building materials include gravel aggregate materials, rough sawn wood, ~~vinyl siding~~, manufactured stone veneer, and polished stone.
- **Standard #5:** Transitional Area only, ~~vinyl siding~~, metal panel/siding systems and other panelized products **shall not cover more than twenty-five (25) percent of facades facing Superior Avenue and shall not cover more than ~~fifty (50)~~ seventy-five (75) percent of all other facades.**

Attachment: Design Standards: Colors & Materials (P24)

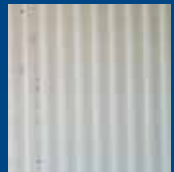
Colors & Materials

INTENT: To reinforce the existing character, and to provide for variety and visual interest.

BUILDING DESIGN



NOT PERMITTED (from top left to bottom right): aggregate material, vinyl siding, manufactured stone veneer, and polished stone.



NOT PERMITTED The above materials are not permitted as the primary building material on facades facing Superior Avenue, cross streets of Superior (up to alley) or river/riverwalk (from left to right): corrugated metal, ribbed metal and other panelized metal products.



Use of metal products as an accent material above the base of the building is allowed; however, use as a primary facade material is prohibited.



APPROPRIATE Example of preferred colors for the primary facade, meeting Recommendation "A".

Standards

1. Day-glo or fluorescent colors are **prohibited**.
2. Bright colors are **prohibited** for the primary facade color, but are acceptable as a secondary color to highlight expression lines or details.
3. **Prohibited** building materials include gravel aggregate materials, rough sawn wood, vinyl siding, manufactured stone veneer, and polished stone.
4. **Downtown Core Only, metal panel/siding systems** and other panelized products are **prohibited** on facades that are visible from Superior Avenue (i.e., Superior Avenue facades and corner facades), and **shall not** cover more than twenty-five (25) percent on all other facades.
5. **Transitional Area only, metal panel/siding systems** and other panelized products **shall not** cover more than twenty-five (25) percent of facades facing Superior Avenue and **shall not** cover more than fifty (50) percent of all other facades.
6. EIFS, metal panel/siding systems and other panelized products are **prohibited** at the base of the building where susceptible to damage (a minimum of three (3) feet above grade).
7. A picture and a sample of each exterior material and a facade illustration that indicates colors/materials **shall** be submitted with the Checklist.

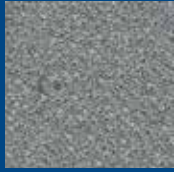
Recommendations

- A. Muted tones are **preferred** for the primary facade color (see color palettes on the right).
- B. **Preferred** exterior finish materials include kiln-fired brick, terra cotta, wood siding / details, fiber cement siding, **engineered wood** siding (e.g., LP smartside, TruWood), and high-quality natural cut stone or brick veneer.
- C. Where allowed, metal siding/panels are **encouraged** to be horizontally-oriented and use panels with deep/mega rib spacing (e.g., 7.2 panel) with a concealed fasteners system.
- D. **EIFS** is **discouraged** as a principle facade material.

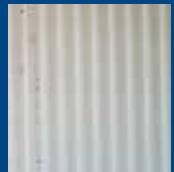
Colors & Materials

INTENT: To reinforce the existing character, and to provide for variety and visual interest.

BUILDING DESIGN



NOT PERMITTED (from top left to bottom right): aggregate material, vinyl siding, manufactured stone veneer, and polished stone.



NOT PERMITTED The above materials are not permitted as the primary building material on facades facing Superior Avenue, cross streets of Superior (up to alley) or river/riverwalk (from left to right): corrugated metal, ribbed metal and other panelized metal products.



Use of metal products as an accent material above the base of the building is allowed; however, use as a primary facade material is prohibited



APPROPRIATE Example of preferred colors for the primary facade, meeting Recommendation "A".

Standards

1. Day-glo or fluorescent colors are **prohibited**.
2. Bright colors are **prohibited** for the primary facade color, but are acceptable as a secondary color to highlight expression lines or details.
3. **Prohibited** building materials include gravel aggregate materials, rough sawn wood, manufactured stone veneer, and polished stone.
4. **Downtown Core Only, metal panel/siding systems** and other panelized products are **prohibited** on facades that are visible from Superior Avenue (i.e., Superior Avenue facades and corner facades), and **shall not** cover more than twenty-five (25) percent on all other facades.
5. **Transitional Area only**, vinyl siding, **metal panel/siding systems** and other panelized products **shall not** cover more than twenty-five (25) percent of facades facing Superior Avenue and **shall not** cover more than seventy-five (75) percent of all other facades.
6. EIFS, metal panel/siding systems and other panelized products are **prohibited** at the base of the building where susceptible to damage (a minimum of three (3) feet above grade).
7. A picture and a sample of each exterior material and a facade illustration that indicates colors/materials **shall** be submitted with the Checklist.

Recommendations

- A. Muted tones are **preferred** for the primary facade color (see color palettes on the right).
- B. **Preferred** exterior finish materials include kiln-fired brick, terra cotta, wood siding / details, fiber cement siding, **engineered wood** siding (e.g., LP smartside, TruWood), and high-quality natural cut stone or brick veneer.
- C. Where allowed, metal siding/panels are **encouraged** to be horizontally-oriented and use panels with deep/mega rib spacing (e.g., 7.2 panel) with a concealed fasteners system.
- D. **EIFS** is **discouraged** as a principle facade material.

Outdoor Food Service & Vending Units

INTENT: To create an enjoyable atmosphere for visitors that would serve as a benefit for the community, provided that such service is planned and managed properly.

SITE DESIGN

APPROPRIATE EXAMPLES



1. Outdoor food service areas **shall** be permitted under Chapter 32 of the City's Ordinances.
2. Outdoor food service **shall** be on private property, and **shall** be tied to the on-premise business (i.e., selling similar products already available in the store), or **shall** be approved on a case-by-case basis based on the merits of the business plan and may require meeting the corresponding recommendations in addition to the standards.
3. All ancillary structures of a permanent nature, including, but not limited to, storage facilities, restrooms and seating pavilions, **shall** comply with all applicable building standards within this handbook and applicable City, County and State building requirements.
4. All outdoor food service areas open to the public **shall** be ADA compliant.
5. Use of floor coverings are **prohibited**, including artificial turf, paint, and carpet.
6. Building entrances **shall** have a direct clear path unimpeded (minimum of five (5) feet) for ingress and egress.
7. If used, dumpsters and carts **shall** be screened from view from Superior Avenue through landscaping and/or fencing/walls.
8. Trash receptacles **shall** be provided for customers.
9. Lighting **shall** meet Lighting standards in this Handbook (P15). If used, string lights **shall** be commercial-grade and affixed to supports or building through typical construction means (e.g., not affixed with tape, string, or other temporary method).
10. Outdoor display and storage areas **shall** be screened from view from adjacent to a residential property by a minimum of six (6) foot solid fence or wall.

(continued on the next page)

11. Sales from RVs and tents are **prohibited**, unless conditionally approved for a special event.
12. Dining furniture (e.g., tables, chairs, bar stools, picnic tables, etc.) **shall** be of commercial grade, and **shall** be constructed primarily of finished-grade wood, metal or composite material. **Prohibited** dining furniture include: lightweight materials, unstained/unpainted pressure-treated wood, and/or primarily plastic.
13. **Vending Unit shall** be located on a paved pad, and **shall** adhere to the setback requirements of the underlying zoning district.
14. If multiple (**vending unit**) pads are proposed, they **shall** be a minimum of ten (10) feet apart.
15. **Vending Unit** use of plastic materials, concrete block, fabric, and other loose materials are **discouraged** base materials.

Recommendations

- A. Dumpsters are **strongly discouraged** for customer disposal.
- B. Trash and recycling, including dumpsters and carts, are **encouraged** to be screened from view from parking areas.
- C. Umbrellas are **encouraged** to be made of canvas-type fabric, complement the building style and color schema, and provide a minimum of seven (7) foot vertical clearance.
- D. Use of living plants and flowers to soften hard surfaces is **strongly encouraged**.

APPROPRIATE EXAMPLES



NOT PERMITTED EXAMPLES





819 Superior Ave.

Tomah, WI 54660

Phone: (608) 374-7420

Fax: (608) 374-7424

CITY OF TOMAH – REQUEST TO APPEAR BEFORE COMMITTEE

This form must be submitted to the appropriate department head at least ONE WEEK PRIOR to the scheduled date of the Committee/Council meeting. This is to ensure that the requested item is placed on the agenda prior to the agenda being sent out.

Date: 7-23-2021Name: Meadow's Business ParkDBA (if applicable): Pete ThumanAddress: 25822 Highland AvePhone #(s): 608-377-3255Email Address: Construction.mgmt@centurytel.netCommittee Name(s): Long Range PlanningCommittee Date(s): 7-27-2021

Agenda Item and Description/Explanation of Request (Use back side of form if needed. Attach any other pertinent information to this form):

See Attached

• Hydraulic Analysis & Study of the Deer Creek
and Areas Related to it.

FOR OFFICE USE ONLY:
Received by:7/23/2021 3:15pm
Date received:

Pete Thorson

From: Pete Thorson <constructionmgm@centurytel.net>
Sent: Friday, July 23, 2021 2:23 PM
To: 'Shane Rolff'
Cc: 'Becki Weyer'
Subject: H&H Study (Deer Creek)

Shane,

We hereby request, for you to add an agenda item to the Long range planning committee meeting next week to address the following:

- Hydraulic analysis and study of Deer Creek and areas related too?

Please let us know if you have any questions?

Pete