

A quorum of the Administration Committee, Board of Public Works, Park Board, and/or Common Council may attend this meeting; (Although it is not expected than any official action of any of those bodies will be taken).

**CITY OF MENASHA
REDEVELOPMENT AUTHORITY
February 6, 2024
First Floor Conference Room
Menasha City Center
100 Main Street, Menasha, WI 54952**

5:15PM

AGENDA

A. CALL TO ORDER

B. ROLL CALL/EXCUSED ABSENCES

C. PUBLIC HEARING

D. MINUTES TO APPROVE

1. Minutes of the December 5, 2023 Redevelopment Authority Meeting

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA

(five (5) minute time limit for each person)

F. DISCUSSION / ACTION ITEMS

1. Withdrawal – Land Purchase and Development Agreement by and between the RDA and CMK Properties, LLC – 1133 Oneida St/Province Terrace (Parcel 7-00001-11)
2. Lot 13 of Lake Park Villas – 850 Lake Park Rad – Parcel 7-001700-13 – Right of Reversion
 - a. The RDA may adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e) and (g): 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 and Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Lot 13 of Lake Park Villas – 850 Lake Park Road – Parcel 7-01700-13 – Right of Reversion).
 - b. The RDA may adjourn into Open Session to take action on items discussed in closed session.
3. Intent to Purchase – John Lorbiecki – Vacant Banta Parking Lot South of Ahnaip Street (477 Ahnaip Street)
 - a. The RDA may adjourn into Closed Session pursuant to Wis. Statute 19.85(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 (Intent to Purchase – John Lorbiecki – Vacant Banta Parking Lot South of Ahnaip Street (477 Ahnaip Street))
 - b. The RDA may adjourn into Open Session to take action on items discussed in closed session.
4. 1100 Province Terrace (Parcel 7-00015-04) Update
5. Brownfield Advisory Committee – General Update
6. Set Next Meeting

G. ADJOURNMENT

If you have questions, please call the Community Development Department at
(920) 967-3650 between 8:00 AM – 4:00 PM, Monday through Friday.

**CITY OF MENASHA
Redevelopment Authority
Menasha City Center
First Floor Conference Rooms
December 5, 2023
DRAFT MINUTES**

A. CALL TO ORDER

The meeting was called to order by Chairman Vanderhyden at 5:15PM.

B. ROLL CALL/EXCUSED ABSENCES

REDEVELOPMENT AUTHORITY MEMBERS PRESENT: Alicia Buechler, Kim Vanderhyden, Kyle Coenen, Matt Vanderlinden, Kip Golden, Stacy Milligan, and Alderperson Nichols

REDEVELOPMENT AUTHORITY MEMBERS EXCUSED:

OTHERS PRESENT: CDD Schroeder, PP Larsen, Sally Coveau (1069 Province Terr.), and Sandra Dabill Taylor (545 Broad St)

C. PUBLIC HEARING

None

D. MINUTES TO APPROVE

1. Minutes of the October 3, 2023 Redevelopment Authority Meeting

Coenen made a motion to approve the minutes of the October 3, 2023 RDA meeting. The motion was seconded by Vanderlinden. The motion carried.

E. PUBLIC COMMENTS ON ANY MATTER OF CONCERN ON THIS AGENDA

(five (5) minute time limit for each person)

Sandra Taylor questioned the purchasing process, need for transitional screening, and zoning of property.

F. DISCUSSION / ACTION ITEMS

1. Offer to purchase – 1100 Province Terrace (Parcel #7-0015-04)

CDD Schroeder provide overview of 1100 Province Terrace, including that RDA owns properties to East, the lot is zoned Commercial, that the listing agreement with Pfefferle was canceled in June, and that staff reached out to previous developers that did work in the city and received 3 offers. CDD Schroeder also provided summaries of each developer and their past experiences.

General discussion ensues pertaining to the offers received, background information, different options for development, if any plan proposals were received, rezoning, and what control RDA had if land was purchased.

Vanderhyden motioned to adjourn into Closed Session pursuant to Wis. Statute 19.85(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 (Offer to Purchase – 1100 Province Terrace (Parcel 7-00015-04)). The Motion was seconded by Coenen. The motion carried on roll call.

The RDA adjourned into closed session at 5:27PM

2. Set Next Meeting

The next meeting was set for January 9, 2024.

G. ADJOURNMENT

Vanderhyden made a motion to adjourn the meeting in closed session at 6:11 PM. The motion was seconded by Milligan. The motion carried.

Minutes submitted by PP Larsen



501 Commerce Street, Suite 1300, Nashville, TN 37203 • (615) 259-1510

January 10, 2024

Brittany Macon
(615) 252-3941
bmacon@polsinelli.com

Via Electronic Mail

Redevelopment Authority
Attn: Executive Director
100 Main Street, Suite 200
Menasha, WI 54952
Email: Sschroeder@menashawi.gov

City Attorney
100 Main Street, Suite 200
Menasha, WI 54952
Email: mstruve@menashawi.gov

Re: Land Purchase and Development Agreement, dated as of September 18, 2023 (the “Contract”) by and between the Redevelopment Authority of the City of Menasha, a Wisconsin Municipal Corporation (“Seller”) and CMK Properties, LLC, a Tennessee limited liability company (“Buyer”), in connection with that certain real property located at 1133 Oneida Street/Province Terrace, Menasha, Wisconsin 54952 (the “Premises”)

To Whom It May Concern:

On behalf of Buyer, please accept this letter as notice that Buyer hereby terminates the Contract and requests that the Title Company (First American Title Insurance Company) promptly refund the \$10,000.00 Deposit to Buyer pursuant to the wire instructions to be provided separately. Because this termination occurred prior to the expiration of the Contingency Period (as defined in the Contract), Seller's consent to release of the Deposit should not be required.

Sincerely

Brittany S. Macon

Brittany Macon

cc: John Hopfensperger (john.hop@cmkproperties.com)

Atlanta | Boston | Chattanooga | Chicago | Dallas | Denver | Fort Lauderdale | Houston
Kansas City | Los Angeles | Miami | Nashville | New York | Phoenix | Raleigh | Salt Lake City
San Diego | San Francisco | Seattle | St. Louis | Washington, D.C. | Wilmington

polsinelli.com



January 10, 2024

Page 2

Kim McAfee (kim.mcafee@cmkproperties.com)

Joseph Sieckert (jsieckert@firstam.com)

J. David Wicker (dwicker@polsinelli.com)



MEMORANDUM

Date: February 6, 2024

To: Redevelopment Authority

From: Community Development Department/SS

RE: **Lots 13 Lake Park Villas – 850 Lake Park Road – Parcel 7-001700-13– Right of Reversion**

On April 16, 2020, the RDA motioned to approve the sale of Lots 13 and 15 to Silver Street Properties. Per the approved offer to purchase, the RDA has “a right of reversion if building permits are not obtained before May 14, 2021 – price will be the Lot sale less the closing cost. Closing costs are determined later as part of the closing statement.”

Following the acquisition of the RDA properties, Silver Street Properties also purchased the former Source restaurant (now El Jaripeo) and purchased Lot 16 of Lake Park Villas, being the vacant lot on the corner of Lake Park Rd and Villa Way. These past few years have been a struggle for all to navigate with the Covid Pandemic, labor shortages, rising construction costs, and rising interest rates. Silver Street Properties did officially sell the restaurant in the summer of 2022. Due to no development happening on the vacant lots, specifically Lot 13 and the on-going concerns of whom is responsible for what as it relates to the shared access, sign and parking areas, staff has been in conversation with the owners and adjacent property owners about executing the right of reversion on Lot 13.



At this time, the RDA has received two requests:

1. The first request is from the property owner of 740 Lake Park Road being the Little Inspirations Childcare Center. They are requesting the RDA execute its right of reversion and then resell the property to them for the same amount. The intention would be to use and maintain the parking and traffic circulation for the current operations with the option to expand in the future.

2. The second request from the current property owner is to waive the right of reversion. The current property owner has an accepted offer to purchase Lot 13 from the adjoining property to the north being El Jaripeo. They would have intentions of a standalone building or possibly a building expansion.

The RDA sold both Lot 13 and 15 in the amount of \$126,000.00. The closing costs including real estate commission, closing statements, assessment letters and title insurance at the time were \$3,556.92.

Lot 13	1.172 acres (40.7%)
Lot 15	<u>1.711 acres</u> (59.3%)
	2.883 acres

Staff is proposing the price of the buy-back of Lot 13 would be \$51,221.64 less closing costs (40.7% of the total sale price less the closing costs). Since the RDA would be purchasing property back it would also need Common Council approval even though the RDA sold the site with the reversion.

Staff recommends the RDA adjourn into Closed Session pursuant to Wis. Statute 19.85(1)(e) and (g) to 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 and conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved as it relates to Lot 13 of Lake Park Villas – 850 Lake Park Road – Parcel 7-01700-13 – Right of Reversion.



02/01/2024

RDA Board,

Little Inspirations Childcare has been in operation in Menasha since January 2011. Considering we are a long-term Menasha business and the need for Early Childcare is very evident; we would like to offer to purchase the land to the North of our location at 850 Lake Park Rd to potentially expand our current building to the North or consider constructing a small free-standing building with a drive thru.

We will agree to purchase the property at the RDA cost purchase price, closing costs, taxes, etc..

Thank you for your consideration,

Jason and Shauna Schmidt

Little Inspirations Childcare

Marquis Inverstments

Inspiring Hearts and Building Minds!

740 Lake Park Road · Menasha, WI 54952 · (920) 882-5566 · (920) 882-6037



January 29, 2024

Sam Schroeder
Community Development Director via email: sschroeder@menashawi.gov
City of Menasha

RE: Lot 13 Lake Park Road

Hi Sam,
We now have an Accepted Offer to Purchase on our Lot 13 on Lake Park Road from Antonio Sandoval, owner of El Jaripeo Mexican Restaurant. His intentions are to either add on to the South end of his existing building for a drive-thru for quick service OR, build a free-standing drive-through building on Lot 13. Either way, he will need this small lot to accomplish his goal.

Acquiring this lot will also eliminate any issues with the child care center regarding snow removal since Antonio will be responsible for plowing and maintaining the entrance from Lake Park Road.

As current owners of Lot 13, we are requesting the RDA to eliminate their Right of Reversion and deed restriction so we can transfer the property to Antonio. We would like to close the transaction by mid-February, if approved by the RDA.

I appreciate any input that you can provide or additional information that you may need to present this request at the next RDA meeting.

Thank you Sam,

A handwritten signature in green ink, appearing to read 'Bob Rossi', is written over the printed name.

Bob Rossi, Member
Silver Street Properties, LLC

State Bar of Wisconsin Form 2-2003
WARRANTY DEED

Document Number

Document Name

THIS DEED, made between The Redevelopment Authority of the City of Menasha, a Wisconsin Municipal Corporation

("Grantor," whether one or more), and Silver Street Properties, LLC, a Wisconsin limited liability company

("Grantee," whether one or more).
Grantor for a valuable consideration, conveys and warrants to Grantee the following described real estate, together with the rents, profits, fixtures and other appurtenant interests, in Calumet County, State of Wisconsin ("Property") (if more space is needed, please attach addendum):

Lot Thirteen (13) and Fifteen (15), LAKE PARK VILLAS, City of Menasha, Calumet County, Wisconsin.

Subject, however, to the following restrictions:

Set by The Redevelopment Authority at its meeting on 4/16/2020,

1. **A right of reversion if building permits are not obtained before 5/14/2021**
2. Grantee guarantees to the Grantor that if the property becomes tax exempt, the owner shall make annual payments in lieu of taxes (PILOT) to the City of Menasha, in an amount equal to the value of the property multiplied by the tax rate, unless another amount is agreed upon between the owner and the City of Menasha during the period when tax exempt.

Exceptions to warranties:

Grantor warrants that title is good, indefeasible in fee simple and free and clear of encumbrances except recorded restrictions, covenants, easements of record and all applicable zoning ordinances, and will warrant and defend the same.

Dated May 12, 2020

[Signature] (SEAL) _____ (SEAL)
The Redevelopment Authority of the City of Menasha
by Philip Vanderhyden, Jr., Chairman *
_____* (SEAL) _____ (SEAL)

AUTHENTICATION

Signature(s) _____
authenticated on _____

ACKNOWLEDGMENT

STATE OF WISCONSIN)
) ss.
Winnebago COUNTY)

Personally came before me on May 12, 2020,
the above-named Philip Vanderhyden, Jr

to me known to be the person(s) who executed the foregoing instrument and acknowledged the same.

Deborah A. Galeazzi
Deborah A. Galeazzi
Notary Public, State of Wisconsin

My commission (is permanent) (expires: 9-11-2020)

TITLE: MEMBER STATE BAR OF WISCONSIN
(If not, _____
authorized by Wis. Stat. § 706.06)

THIS INSTRUMENT DRAFTED BY:
Pamela A. Captain, Menasha City Attorney
100 Main St., Menasha, WI, 54952 SBN: 1023192

(Signatures may be authenticated or acknowledged. Both are not necessary.)

NOTE: THIS IS A STANDARD FORM. ANY MODIFICATION TO THIS FORM SHOULD BE CLEARLY IDENTIFIED.

WARRANTY DEED

©2003 STATE BAR OF WISCONSIN

FORM NO. 2-2003

*Type name below signatures.

INFO-PRO™ Legal Forms • (800)655-2021 • info@proforms.com

Recording Area

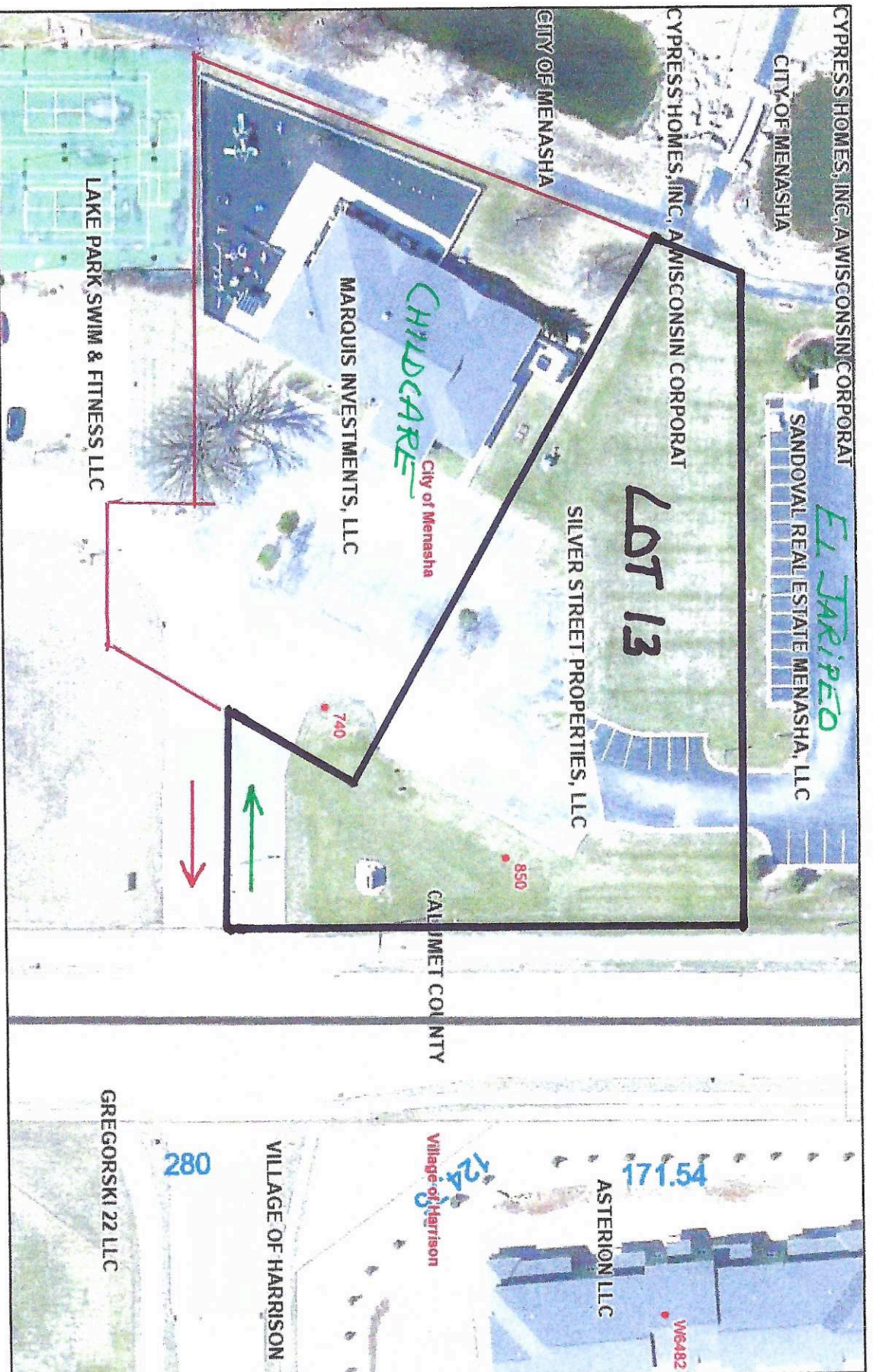
Name and Return Address
Silver Street Properties, LLC
Attn: Eric Jacobson
733 Midway Road
Menasha, WI 54952

7-01700-13 and 7-01700-15

Parcel Identification Number (PIN)

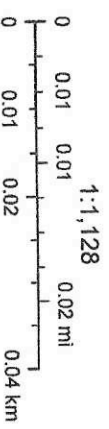
This is not homestead property.
(~~is~~) (is not)

Calumet County Parcels



1/21/2024, 2:45:11 PM

- ☐ Municipal Boundary
- ☐ Address Point
- ☐ Green: Band_2
- ☐ Blue: Band_3
- ☐ Red: Band_1
- ☐ Calumet_County_2021_Orthophoto





1/31/24

John Lorbiecki from Lorbiecki Homes LLC along with Tom Dercks from Dercks Construction would like to place three Duplexes on the vacant lots at 447 Ahnaip Street in Menasha. A total of six units would be sold separately for around \$435,000.00.

Each unit would be 1,918 square feet with a two stall attached garage. The main floor would consist of kitchen, dining room, living room, an office, a powder room and a covered porch in the back yard. 2nd Floor would have three bedrooms, two full bathroom, laundry room and a covered deck outside.

The time line for the project would be completed within two years from obtaining the land.

The price of 447 Ahnaip is still in question.

We think these structures would be great addition to the downtown Doty Island area.

John Lorbiecki (920) 707-0146

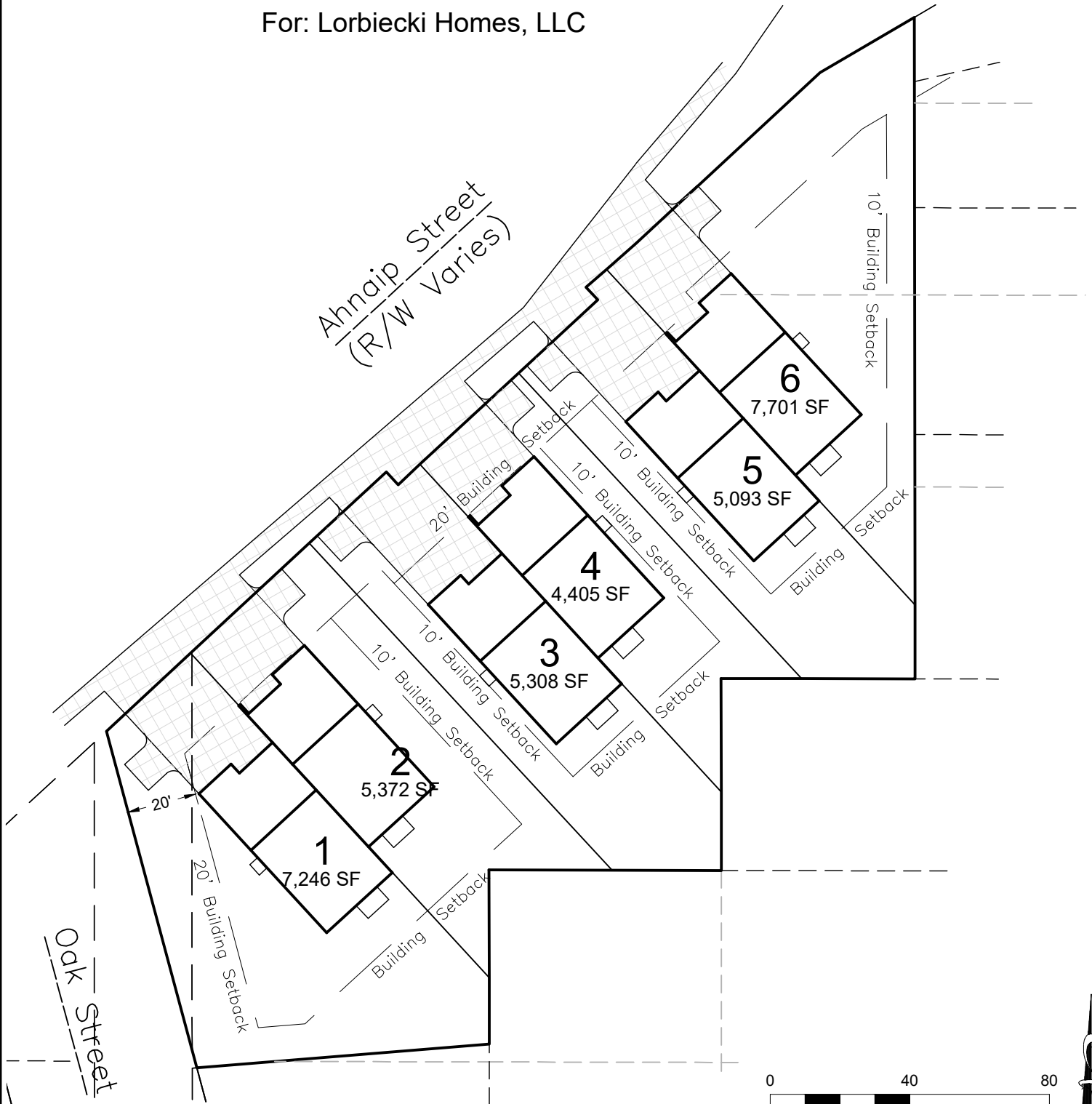
Tom Dercks (920) 585-9673

Exhibit

Ahnaip Street CSM Proposed Layout

City of Menasha, Winnebago County, WI

For: Lorbiecki Homes, LLC

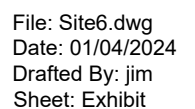


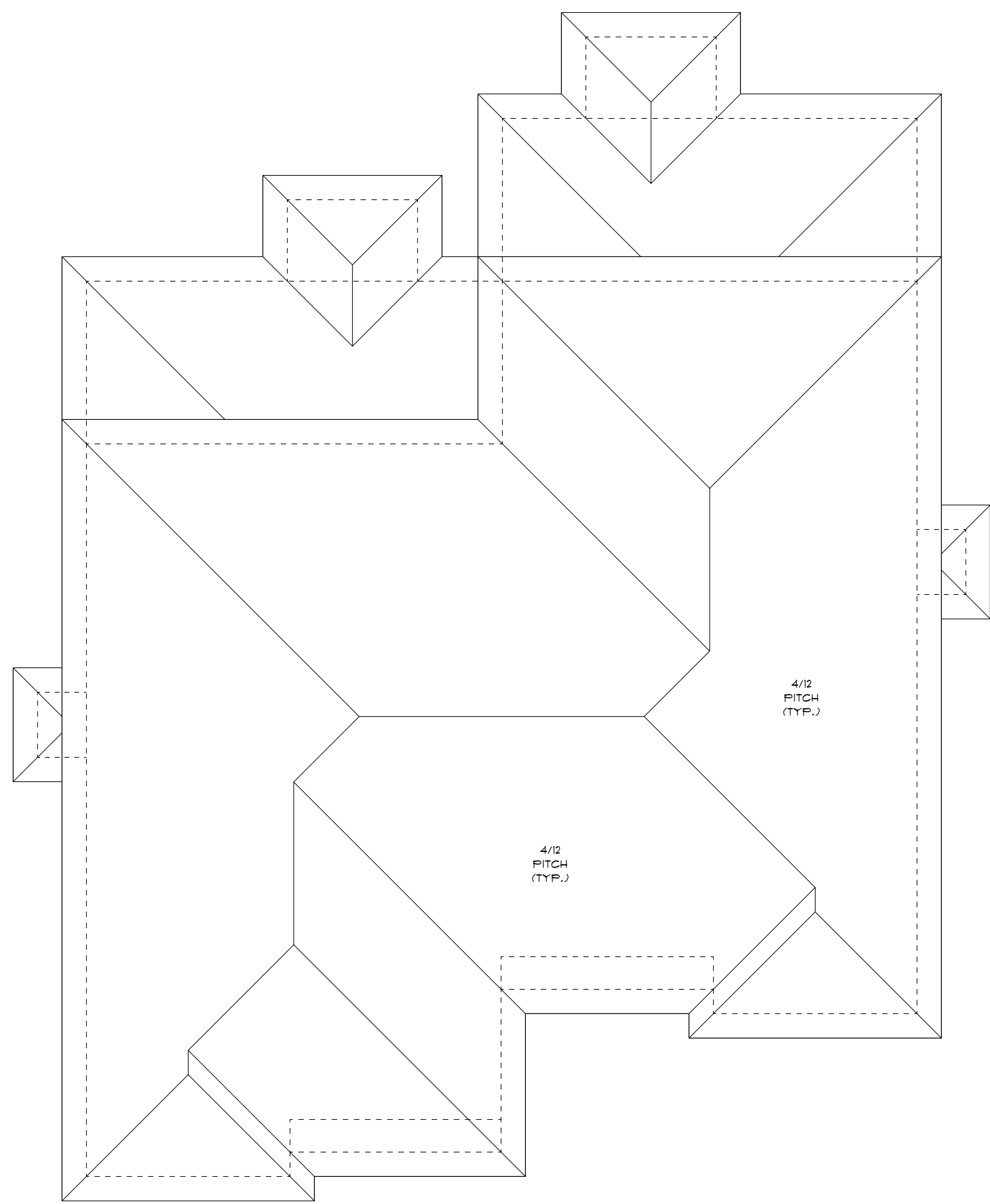
**DAVEL ENGINEERING &
ENVIRONMENTAL, INC.**
Civil Engineers and Land Surveyors

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

File: Site6.dwg
Date: 01/03/2024
Drafted By: jim
Sheet: Exhibit

For: Lorbiecki Homes, LLC





ROOF PLAN

SCALE: 1/8" = 1'-0"



LEFT ELEVATION

SCALE: 1/8" = 1'-0"



REAR ELEVATION

SCALE: 1/8" = 1'-0"



RIGHT ELEVATION

SCALE: 1/8" = 1'-0"

HOUSE TO HAVE:
18" OVERHANGS,
12" GABLE RAKES,
1" ENERGY HEEL
TRUSSES (MIN)
FINAL GRADE PER
OWNER AND G.C.
STEP FOOTINGS PER
FINAL GRADING.



FRONT ELEVATION

SCALE: 1/4" = 1'-0"

LEGAL NOTE:
THE GENERAL CONTRACTOR/OWNER AGREES THAT, BY PAYING FOR THIS PLAN, THE DESIGNER HAS MADE EVERY EFFORT IN PREPARING AND ISSUING THIS PLAN. THE DESIGNER HAS ALSO AGREED THAT THE GENERAL CONTRACTOR/OWNER MUST REVIEW ALL DIMENSIONS AND STRUCTURAL DETAILS BEFORE BEGINNING ANY CONSTRUCTION. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR ANY DISCOVERED DISCREPANCIES.

DRAWING PREPARED BY:
22 N. LILAB DRIVE
APPLETON, WI 54914
(920) 755-5100
Wisconsin
BUILDING SUPPLY

**LORBECKI
HOMES**
DOTY ISLAND - DUPLEX

DRAWN BY:
BRYAN WILLNER

DATE:
10 / 20 / 2023

PLAN #
304 - 23 - 312

JOB NAME:
DOTY ISLAND
DUPLEX

SQ. FOOTAGE:
LEFT: 1,918 SQ. FT.
RIGHT: 1,918 SQ. FT.

REVISIONS:
10/25/2023
11/22/2023

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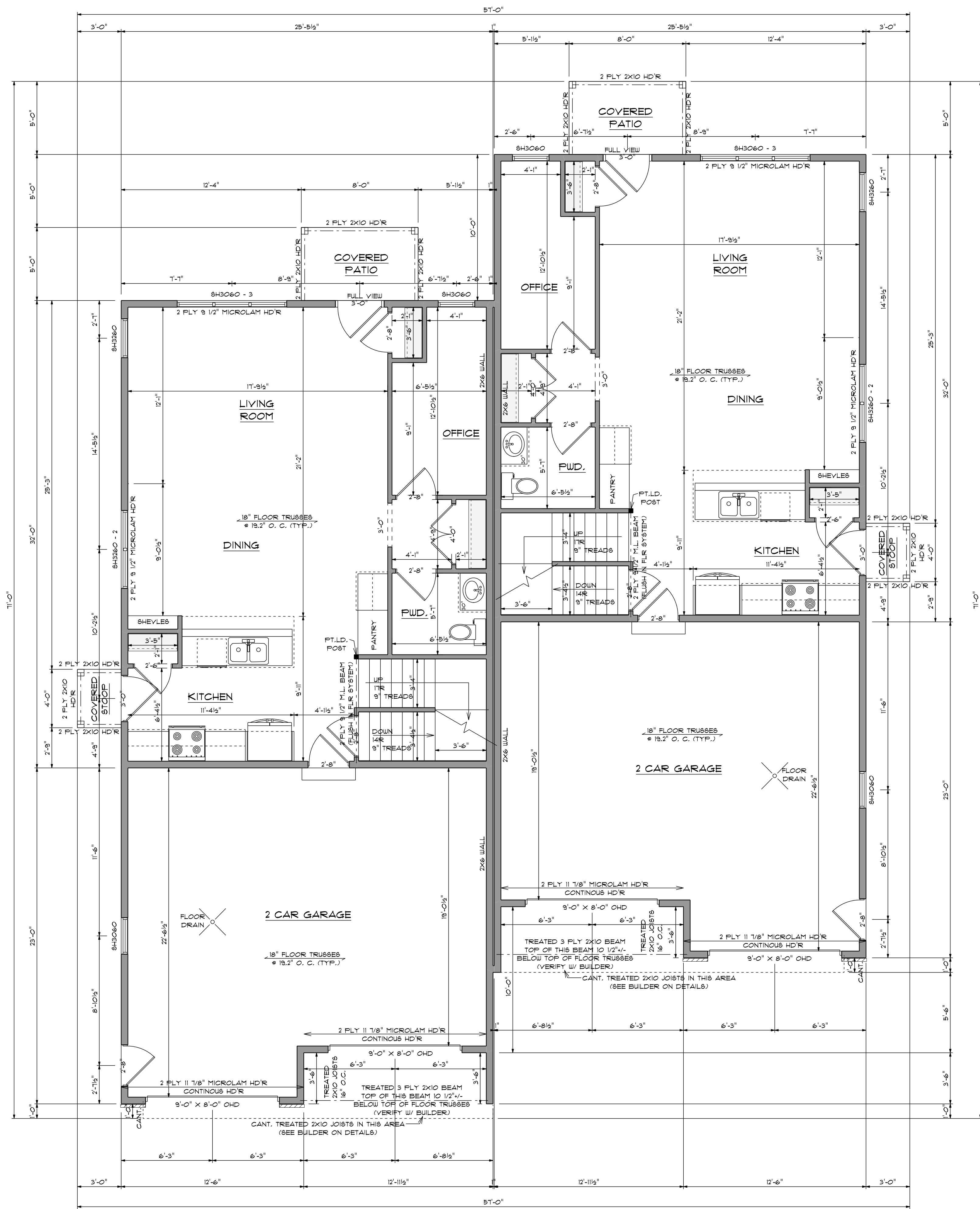
ALL DIMENSIONS ARE TO ROUGH FRAMING

NOTE: DIMENSIONS DO NOT REFLECT ANY CANTILEVERS FOR FOAM. THESE, IF ANY, ARE TO BE DETERMINED BY BUILDER AND FRAMED ACCORDING W/ UDC SPECS AND ADJUSTED FOR IN THE FIELD.

NOTE: ALL GIRDER TRUSS LOCATIONS & SIZES TO BE DETERMINED BY TRUSS MANUFACTURER. HEADERS SPECIFIED ARE SUBJECT TO CHANGE W/ GIRDER PLACEMENT

HEADER NOTE: HEADERS SPECIFIED MAY BE SUBSTITUTED W/ ANY HEADER MATERIAL W/ EQUAL OR GREATER DESIGN VALUES

NOTE: FINAL KITCHEN LAYOUT PER KITCHEN DESIGNER. FINAL KITCHEN LAYOUT MAY DIFFER FROM LAYOUT ON THIS FLOOR PLAN. VERIFY KITCHEN WINDOW LOCATION W/ FINAL KITCHEN LAYOUT.



- GENERAL NOTES:
1. CONTRACTOR TO VERIFY ALL CATHEDRAL, CHAMBERED, VAULTED, AND TRAYED CEILINGS WITH OWNER PRIOR TO TRUSS CONSTRUCTION.
 2. ALL EXTERIOR HOUSE WALLS TO BE 2 X 6 STUDS, 4 ALL INTERIOR WALLS TO BE 2 X 4 STUDS, UNLESS OTHERWISE NOTED.
 3. ALL EXTERIOR GARAGE WALLS TO BE 2 X 6 STUDS, UNLESS OTHERWISE NOTED.
 4. ALL HEADERS ARE 2-2X10'S HEY-FIR SS OR BETTER, UNLESS NOTED
 5. ALL SUPPORTING COLUMNS, BEAMS, AND HEADERS ARE SIZED WITH UNIFORM LOADS OF:
ROOF: 30#/SF LIVE LOAD & 20#/SF DEAD LOAD
FLOOR: 40#/SF LIVE LOAD & 10#/SF DEAD LOAD, UNLESS OTHERWISE NOTED.
 6. ALL WORK, EQUIPMENT, AND INSTALLATION TO CONFORM TO & WITH ALL LOCAL AND STATE ORDINANCES AND STANDARDS, AS WELL AS ACCEPTED COMMON PRACTICES OF THE BUILDING INDUSTRY.
 7. ALL DIMENSIONS ARE TO ROUGH FRAMING.
 8. WINDOW MANUFACTURER PER CONTRACTOR, VERIFY ROUGH OPENINGS PRIOR TO CONSTRUCTION.

WALL HEIGHTS:
BASEMENT - 8'-0"
1ST. FLOOR - 9'-1 1/8"
2ND. FLOOR - 7'-11 5/8"
GARAGE - 10'-3 1/4"

FIRST FLOOR PLAN

LEFT SIDE
816 SQ. FT. LIVING SPACE
541 SQ. FT. GARAGE
RIGHT SIDE:
816 SQ. FT. LIVING SPACE
541 SQ. FT. GARAGE

NOTE:
FIRST FLOOR WALLS AND GARAGE WALLS TO BE 2X6 STUDS @ 16" O.C., 2 TOP PLATES AND 1 BOTTOM PLATE.

LEGAL NOTE:
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DRAWING PREPARED BY:
22 N. LILAB DRIVE
APPLETON, WI 54914
(920) 755-5100
Wisconsin
BUILDING SUPPLY

LORBECKI
HOMES
DOTY ISLAND - DUPLEX

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ALL DIMENSIONS ARE TO ROUGH FRAMING

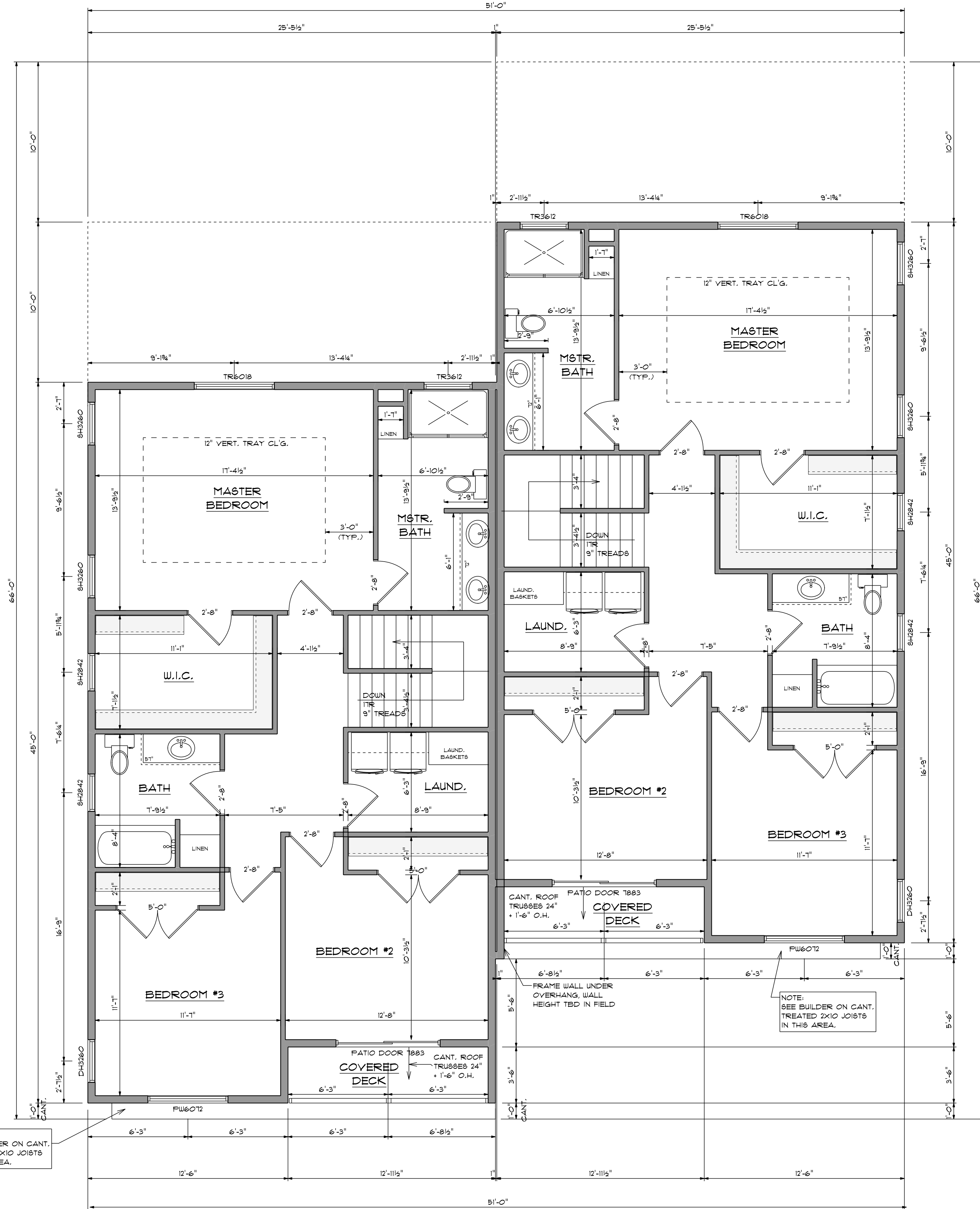
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NOTE: SEE BUILDER ON CANT. TREATED 2X10 JOISTS IN THIS AREA.



GENERAL NOTES:

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ROOF: 30#/SF LIVE LOAD + 10#/SF DEAD LOAD
FLOOR: 40#/SF LIVE LOAD + 10#/SF DEAD LOAD, UNLESS OTHERWISE NOTED.
6. ALL WORK, EQUIPMENT, AND INSTALLATION TO CONFORM TO 4 WITH ALL LOCAL AND STATE ORDINANCES AND STANDARDS AS WELL AS ACCEPTED COMMON PRACTICES OF THE BUILDING INDUSTRY.
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WALL HEIGHTS:
BASEMENT - 8'-0"
1ST. FLOOR - 9'-1 1/8"
2ND. FLOOR - 7'-11 5/8"
GARAGE - 10'-3 1/4"

SECOND FLOOR PLAN

LEFT SIDE:
1,102 SQ. FT. LIVING SPACE
RIGHT SIDE:
1,102 SQ. FT. LIVING SPACE

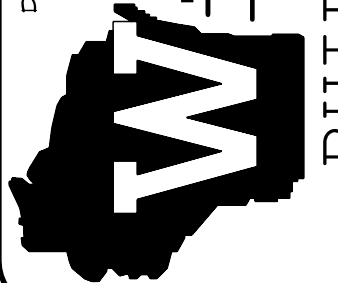
NOTE:
- SECOND FLOOR WALLS TO BE 2X6 STUDS @ 24" O.C., 1 TOP PLATE AND 1 BOTTOM PLATE. STUDS TO LINE UP WITH ROOF TRUSSES.
- 2 PLY 2X10 HD'R W/(1) TOP PLATE ABOVE ON SECOND FLOOR (UNLESS NOTED)

LEGAL NOTE:

THE GENERAL CONTRACTOR/OWNER AGREES THAT, BY PAYING FOR THIS PLAN, THE DESIGNER HAS MADE EVERY EFFORT IN PREPARING AND CARRYING OUT THE DESIGN. THE DESIGNER HAS AGREED THAT THE GENERAL CONTRACTOR/OWNER MUST REVIEW ALL DIMENSIONS AND STRUCTURAL DETAILS BEFORE BEGINNING ANY CONSTRUCTION. THE DESIGNER SHALL NOT BE RESPONSIBLE FOR ANY DISCOVERED DISCREPANCIES.

DRAWING PREPARED BY:

22 N. LILAB DRIVE
APPLETON, WI 54914
(920) 195-5100



BUILDING SUPPLY

LORBECKI
HOMES
DOTY ISLAND - DUPLEX

DRAWN BY:

BRYAN WILLNER

DATE:

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PLAN #

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Stantec Consulting Services Inc.
1165 Scheuring Road
De Pere WI 54115-1001
Tel: (920) 592-8400
Fax: (920) 592-8444

January 31, 2024

Attention: Mr. Sam Schroeder
Community Development Director
City of Menasha
100 Main Street, Suite 200
Menasha, Wisconsin 54952

Dear Mr. Schroeder,

**Reference: U.S. EPA Brownfield Assessment Grant Progress Summary
EPA Cooperative Agreement #BF-00E03198-0**

Per your request, Stantec Consulting Services Inc. (Stantec) is providing this summary of environmental tasks completed as a part of the City of Menasha's (City) United States Environmental Protection Agency (EPA) Community-Wide Brownfield Assessment Grant awarded to the City in 2022. The grant period extends from July 2022 through September 2025. With approximately half of the grant life cycle complete, 46% (\$228,000) of the \$500,000 grant funds have been spent to date. Grant funds have been utilized to conduct:

- One (1) brownfield inventory which identified 17 "potential" brownfield parcels and 3 "known" brownfields on a portion of Water Street between Barlow and Tayco Streets.
- Assessment of nine (9) parcels associated with seven (7) distinct potential redevelopment sites considered underutilized or potential brownfields with redevelopment potential. The site names and work completed at each site are summarized below:

1) 1220 Grove Street:

- Phase I Environmental Site Assessments (ESA)
- Phase II ESA
- Geotechnical Assessment

2) Lawson Canal:

- Sediment characterization and sampling

3) Banta Parking Lot Parcels

- Phase II ESA and WDNR No Action needed determination obtained

4) Becher Electric Site

- Phase I ESA
- Asbestos Containing Material [ACM], Lead-Based Paint [LBP], & Restricted Waste [RW] Inspection

5) Gilbert Mill site



- Historic Building Foundation & Infrastructure Assessment

6) **Former Nicolet Elementary School**

- ACM, LBP, & RW Inspection

7) **Former Whiting Mill site**

- Phase I ESA
- Phase II ESA
- Site Investigation ongoing

- Community Outreach Activities which included:

- 1) Preparing a Public Participation Plan
- 2) Updates to the City Website to provide information about the Brownfield Program and an opportunity for community to nominate sites.
- 3) Prepared Draft Priority site map for future outreach activities

- Remedial action and reuse planning efforts which included:

- 1) Began drafting branding ideas for Menasha Canal District/Water Street Corridor

Grant funds have already been integral toward advancing multiple redevelopment projects within the City. These include redevelopments planned for the former Becher Electric and Nicolet School buildings. Phase I and II environmental assessments also spurred the purchase and construction of a new home at 1220 Grove Street by a private developer.

The environmental assessments are meant to address health and liability concerns associated with the community's brownfields to better position these sites for beneficial reuse. Improvements are aimed to specifically improve the local tax base, waterfront amenities and aesthetic, and promote a healthier environment for Menasha residents.

We hope this summary meets your needs. If you require any further information, please do not hesitate to contact me using the information below.

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in blue ink, reading "Lynelle Caine".

Lynelle Caine
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