

MEETING: REGULAR MEETING OF THE VILLAGE BOARD
DATE & TIME: Monday, October 20, 2025 at 7:00 PM
LOCATION: Germantown Village Hall Board Room
N112 W17001 Mequon Road

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting #:2551 746 8900 Password: **RGfHMePh684** which can be accessed by phone at 408-418-9388 or by clicking the link below: <https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=mbac09c1bf900c82b3d4fd86d044402dc>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

Previously recorded Village Board Meeting Videos can be viewed at: https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE:**
- IV. **PRESIDENT’S REPORT:**
- V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST / COMMITTEE AND DEPARTMENT REPORTS:**
- VI. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
- VII. **CONSENT AGENDA:**
 - A. Minutes: October 6, 2025 (ACTION)
 - B. Resolution Authorizing a Grant Application for Funds to Update the Village's Emergency Alert Sirens (ACTION)
- VIII. **UNFINISHED BUSINESS:**
- IX. **PUBLIC HEARINGS:**
- X. **NEW BUSINESS:**
 - A. Discussion on ATV/UTV Use on Village Roads (DISCUSSION)
 - B. Update on 2026 Proposed Budget (DISCUSSION)
 - C. Estimated Cost to Construct a New Police Station on the Site of the Former Public Works Buildings (ACTION)
 - D. Draft Request for Proposals for Design Services for Renovation and Expansion of Fire Station 2 (ACTION)

- E. Request for Proposals (Draft RFP) for Community Engagement Services Related to Redevelopment of the Former Flower Source Property in the Village Center District (ACTION)
- F. An Ordinance to Amend Section 8.02 of the Germantown Municipal Code related to Sidewalk Snow and Ice Removal. (ACTION)

XI. ADJOURNMENT:

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, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

MEETING:	REGULAR MEETING OF THE VILLAGE BOARD
DATE AND TIME:	Monday, October 6, 2025 7:00 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

Village President Bob Soderberg called the Village Board meeting to order at 7:30 PM.

II. **ROLL CALL:**

Present: Trustee Robert Warren, Trustee Meg Cutts, Trustee David Baum, Trustee Jan Miller, Trustee Jolene Pieper (via WebEx), Trustee Rick Miller, Village President Bob Soderberg

Excused: Trustee Kristen Borst, Trustee Terri Kaminski

Also Present: Village Administrator Steve Kreklow, Village Clerk Donna Ott, Finance Director Matthew Uselding, Village Attorney Brian Sajdak, Village Planner Jordan Yanke, Public Works Director Matthew Mortwedt

III. **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE:**

IV. **PRESIDENT'S REPORT:**

Village President Soderberg spoke regarding Oktoberfest, meeting with the Executive Director of Economic Development Washington County (EDWC), the Village budget, upcoming listening sessions, the ribbon cutting ceremony at Kwik Trip, and Chamber of Commerce promotional videos.

V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST / COMMITTEE AND DEPARTMENT REPORTS:**

Trustees provided dates and times of upcoming meetings and events.

- VI. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*

Lynne Bednarz (W163N11461 Pawnee Ct) spoke regarding the Village budget and ATVs.

Melanie Smythe (N140W17938 Cedar Ln) spoke regarding the Village budget.

Scott Hefle (W159N10514 Old Farm Rd) spoke regarding the Village budget.

Village Administrator Kreklow read the following citizen comments into the record:

- Bill and Carol Schneider submitted comments regarding taxes and the Village budget.

VII. CONSENT AGENDA:

Motion: Approve as presented

Motioned By: Rick Miller

Seconded By: Meg Cutts

Yes: Robert Warren, Meg Cutts, David Baum, Jan Miller, Jolene Pieper, Rick Miller, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 7, No 0, Abstained 0)

A. September 22, 2025, Minutes (ACTION)

B. Fleet Farm Oktoberfest Outdoor Entertainment Permit Application - N96W18200 County Line Rd (ACTION)

VIII. UNFINISHED BUSINESS:

IX. PUBLIC HEARINGS:

X. NEW BUSINESS:

A. A Resolution joining Washington County to support the reversal of the EPA non-attainment designation for portions of Washington County. (ACTION)

Motion: Approve as presented

Motioned By: David Baum

Seconded By: Jan Miller

Yes: Robert Warren, Meg Cutts, David Baum, Jan Miller, Jolene Pieper, Rick Miller, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 7, No 0, Abstained 0)

- B. Impact General, Agent for Grant Dr Germantown WI LLC, Property Owner, and TCI Allient Power. Certified Survey Map (CSM) to combine two (2) existing parcels into one (1) parcel totaling 12.45 acres. Property located at W132N10611 Grant Drive in the Germantown Business Park. (ACTION)

Motion: Approve as presented

Motioned By: David Baum

Seconded By: Robert Warren

Yes: Robert Warren, Meg Cutts, David Baum, Jan Miller, Jolene Pieper, Rick Miller, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 7, No 0, Abstained 0)

- C. Update on the 2026 Budget Process (DISCUSSION)

Finance Director Uselding provided an update on the 2026 Village budget.

- D. 5-Year Capital Improvement Plan (ACTION)

Public Works Director Mortwedt provided the 5-Year Capital Improvement Plan.

Motion: Adopt the 5-Year Capital Improvement Plan as presented

Motioned By: Meg Cutts

Seconded By: Rick Miller

Yes: Robert Warren, Meg Cutts, David Baum, Jolene Pieper, Rick Miller, Bob Soderberg

No: Jan Miller

Abstain: None

Motion Carried by Voice Vote (Yes 6, No 1, Abstained 0)

XI. ADJOURNMENT:

Village President Soderberg adjourned the Village Board meeting at 9:09 PM.

RESOLUTION NO. 20-2025

A RESOLUTION ALLOWING FOR UPGRADING OF EMERGENCY WARNING SIRENS

WHEREAS, with the consolidation of dispatch services on July 7, 2025, the Village of Germantown Emergency Warning System was no longer being activated manually and requires an upgrade to ensure its continued proper functioning.

WHEREAS, the Village of Germantown weather warning system software is no longer supported and cannot be upgraded to Windows 11, thereby requiring a software update and replacement of control components.

WHEREAS, Governor Evers has announced that the State of Wisconsin will make \$50 million in grants available for local community development projects statewide, with up to \$2 million per project and a required 50 percent municipal match.

WHEREAS, the Village of Germantown Police Chief is requesting approval to apply for a FEMA grant to offset 50 percent of the \$100,000 cost to upgrade the Village Emergency Warning System.

WHEREAS, the Village of Germantown Police Chief has obtained a quote from Sheboygan Warning Systems to upgrade the current manual activation of the warning sirens, to an automated, remote, standalone activation system.

WHEREAS, the residents of the Village of Germantown have historically relied on the Emergency Warning System to receive timely notifications of severe weather.

WHEREAS, in order to maintain an operational effectiveness of the existing warning system, it must be upgraded to a standalone system to ensure the sirens can activate automatically during an emergency.

NOW THEREFORE, BE IT RESOLVED by the Village Board of the Village of Germantown, that the Police Chief of the Village of Germantown is authorized to apply for a FEMA grant to offset 50 percent of the funding required to upgrade the Village of Germantown Emergency Warning Sirens.

Adopted: October 20, 2025

Robert A Soderberg, Village President

ATTEST:

Donna Ott, Village Clerk

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: October 20, 2025

PLACEMENT: Discussion

ITEM TITLE: Discussion on ATV/UTV Use on Village Roads (DISCUSSION)

SUBMITTED BY: Patrick Merten, Police Chief

SUMMARY EXPLANATION:

ATTACHMENT:

1. ATV Presentation
2. Germantown ATV Route Proposal 2025
3. ATV/UTV Map - Germantown
4. ATV-UTV Approved Road Routes - Washington County

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

Village of



Germantown

ATV Route Consideration



Why should we consider ATV routes?

- Surrounding communities have adopted an ordinance for ATV road usage.
- ATVs are increasing in popularity
- Resident interest in utilizing ATVs on the Road
- There are requirements to legally operate an ATV
- Statistics show it is safe



What is an ATV?

(All Terrain Vehicle)

- A commercially designed and manufactured motor-driven device that has a weight, without fluids, of 900 lb. or less, has a width of not more than 50 inches as measured laterally between the outermost wheel rim on each side of the vehicle, exclusive of tires, mirrors and accessories that are not essential to the vehicle's basic operation, is equipped with a seat designed to be straddled by the operator and travels on three or more tires.
-



What is a UTV?

(Utility Terrain Vehicle)

- Any of the following:
 - A commercially designed and manufactured motor-driven device that does not meet federal motor vehicle safety standards in effect on July 1, 2012, that is not a golf cart, low-speed vehicle, dune buggy, mini-truck or tracked vehicle, that is designed to be used primarily off a highway, and that has, and was originally manufactured with, all the following:
 - A weight, without fluids, of 3000 lb. or less.
 - Four or more tires.
 - A steering wheel.
 - A taillight.
 - A brake light.
 - Two headlights.
 - A width of not more than 65 inches as measured laterally between the outermost wheel rim on each side of the vehicle, exclusive of tires, mirrors and accessories that are not essential to the vehicle's basic operation.
 - A system of seat belts or a similar system, for restraining each occupant of the device in the event of an accident.
 - A system of structural members designed to reduce the likelihood that an occupant would be crushed as the result of a rollover of the device.



Who can operate an ATV on routes?

- ATV

- ATV Must be registered with the State of Wisconsin
 - Registration stickers on the side of the vehicle
 - Registration plate on the back of the vehicle
- Operators born on Jan 1, 1988, or later MUST complete the ATV/UTV Safety Certification Course
- 12 -15 Years old must be accompanied by adult
- 16 years and older can operate unaccompanied
- Under 18 must wear a DOT approved helmet
- Small ATVs (under 200cc) are not allowed on roads



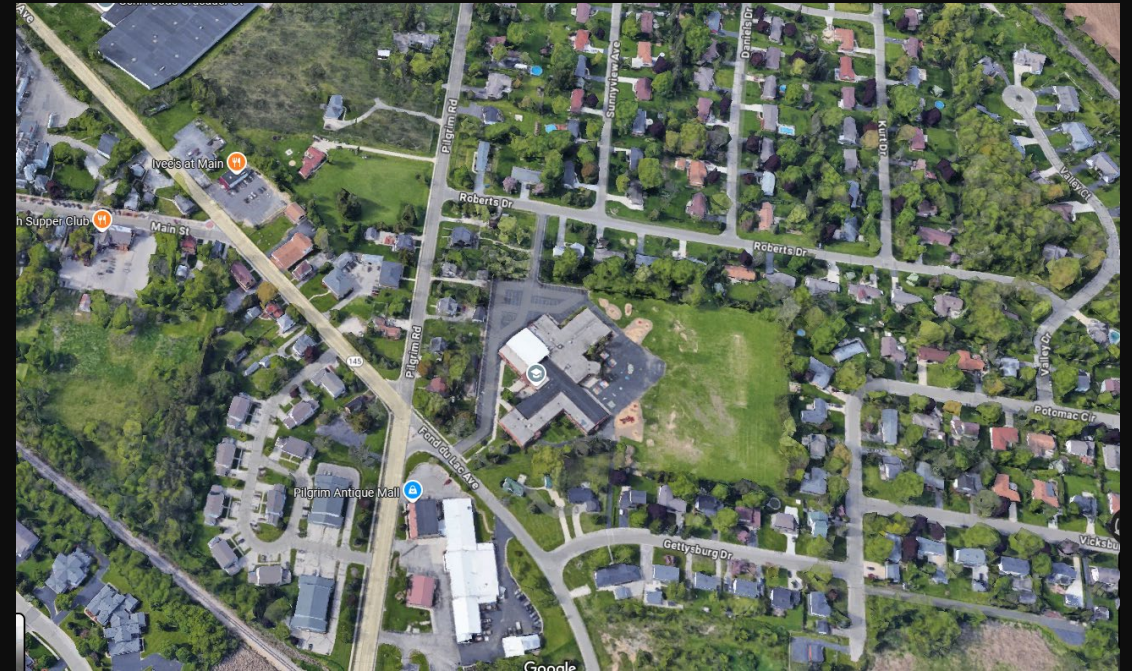
Who can operate a UTV on routes?

- UTV
 - UTV Must be registered with the State of Wisconsin
 - Registration stickers on the side of the vehicle
 - Registration plate on the back of the vehicle
 - UTVs must have seatbelts and roll cage
 - Operators born on Jan 1, 1988, or later MUST complete an ATV/UTV Safety Certification Course
 - Must be at least 16 years old to operate
 - Anyone riding in a UTV under 18 must wear a DOT approved helmet



What roads can become an ATV route?

- Any municipal controlled road
- Any County Highway
- State highways with a speed limit of 35mph or less
- Roads adjacent to jurisdictions with ATV codes
 - Amy Belle Rd
 - Pioneer Rd



What roads cannot become an ATV route?

- Federal highways
- State highways with a speed limit over 35mph
- Roads adjacent to jurisdictions without ATV codes
 - Wausaukee Rd
 - County Line Rd
 - Town of Germantown adjacent



Steps for Approval

- Presentation to Public Safety Committee
- Public Safety Discussion and Approval
- Village Board Approval
- Code Creation and Approval
- Signage on ATV Routes



Municipal Code Links

- Village of Richfield
 - <https://ecode360.com/46478850>
- Town of Jackson
 - <https://www.townofjacksonwi.gov/ordinances.php>
- Village of Jackson
 - https://library.municode.com/wi/jackson/codes/code_of_ordinances?nodeId=COOR_CH42TRVE_ARTVBIPLVEDE_S42-121ARRVEATUTRRVEUTRO
- Village of Hartford
 - <https://ci.hartford.wi.us/DocumentCenter/View/273>
- Town of Hartford
 - <https://townofhartfordwi.gov/wp-content/uploads/2021/04/TOWN-ORDINANCE-CH-7-TRAFFIC-CODE.pdf>
- Town of Erin
 - <https://erintownship.com/wp-content/uploads/2021/05/CHAPTER-350-ATV-UTV-Routes-Ordinance-.pdf>
- Town of West Bend
 - <https://ecode360.com/39689157>
- Village of Kewaskum
 - https://library.municode.com/wi/kewaskum/codes/code_of_ordinances?nodeId=PTIIMUCO_CH90TRVE_ARTVISNO_TREVE_S90-203ARRVE



Information Links

- Wisconsin Statute 23.33 All-terrain and utility terrain vehicles
 - <https://docs.legis.wisconsin.gov/statutes/statutes/23/33>
- Wisconsin DNR
 - <https://dnr.wisconsin.gov/topic/atv>
- Wisconsin DOT
 - <https://wisconsindot.gov/Pages/doing-bus/real-estate/permits/atv-utv.aspx>
- Washington County Code 157-9 All-terrain and utility-terrain vehicle routes
 - <https://ecode360.com/38486774>
- Wisconsin ATV Association
 - <https://watva.org/>
- Kettle Moraine ATV Association
 - <http://kmatva.com/>
- **Additional information in the packet provided**



Questions?



Village of Germantown

ATV Route Proposal



This document is presented to the board as a tool to use when considering the establishment of an ATV/UTV route.

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WISCONSIN ATV/UTV STATISTICS

Wisconsin Usage of ATV and UTV's

- There are currently 458,000 ATV/UTVs registered in Wisconsin, and continue to grow significantly.
- Comparatively, there are approximately 200,000 registered snowmobiles in Wisconsin.
- Over 1 in 10 of all adult residents own an ATV/UTV.

- ATV/UTV fatalities fluctuate, year to year, just as snowmobile and boating fatalities.
- ATV/UTVs (450,000+ registered ATV/UTVs – Year-round riding)
- Boating (600,000+ registered Boats – Approx. 9 months use) while;
- Snowmobiles (200,000 registered Snowmobiles – Approx. 3 months riding)

Road Route only fatalities

- Road incidents aren't all in one.
- There are Legal Road Routes, Public Roads (Not Legal Road Routes), Highways (Not Legal Road Routes), and Private Roads.
- For Legal Road Route discussions, *on average*, there have been approximately, a total of, **6.6** fatalities occurring on roads legally open for ATV/UTVs.

- As a percentage of fatalities to overall ATV/UTV registration is less than 1/100 of 1% of all fatalities.
- For legal road routes, the percent of fatalities are considerably less at **3/1000 of 1%** of all registered ATV/UTVs in Wisconsin.

- Over the past 5 years, the average age of a victim in an ATV/UTV collision was **46.7** years of age.
- Over the past 5 years, there has been **1** fatality involving youth 18 and younger.
- Over the past 5 years, there was **1** collision with a motor vehicle.

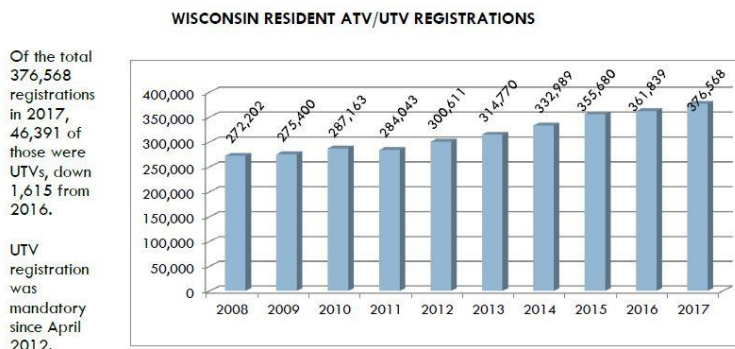
The "Typical" ATV/UTV incident based on legal road routes over the past 5 years:

Victim was in his mid-forties, operating an ATV, attempted to make a U-turn, negotiate a corner, passing drifting off the road surface, or passing other group members, rolling the ATV, or colliding with a fixed object. Victim was not wearing a helmet (seatbelt in UTV), had consumed alcohol and did not have a Safety Certificate.

Use of safety items and training could help to reduce the fatalities

Safety Statistics

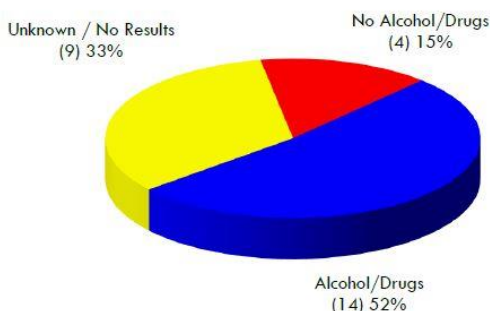
There is a trend in Wisconsin and the entire country toward opening more road routes to ATV/UTV use. Currently there are 35 states with laws that allow some type of road riding. In 2017 there were 376,568 registered units in Wisconsin. There were another 13,668 out of state trail passes issued.



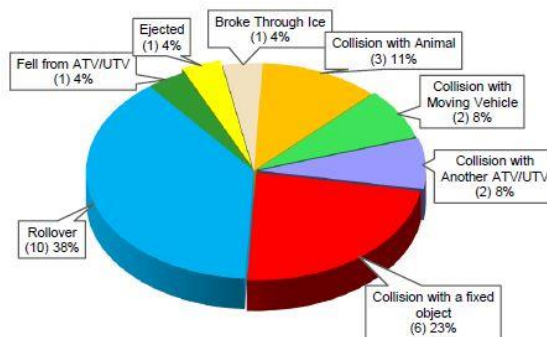
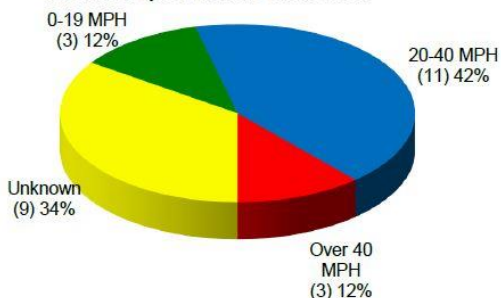
Many people have concerns about the safety of allowing ATV/UTV use on roadways due to rollovers. Using a study by the DNR, there were 27 fatalities in 2017. Of those fatalities, there were 10 involving rollovers. The study showed that the biggest factor for fatalities was alcohol and not high speeds.

ALCOHOL/DRUG INVOLVEMENT

Alcohol/drugs were involved in 14 of the twenty-seven fatal incidents. "Alcohol/drug Involved" means alcohol/drugs were detected in victim's system or witness verified victim used alcohol/drugs prior to crash. (Blood test results were unknown or NA for three incidents.)



Estimated Speed at Time of Accident



Responsible use of ATV/UTV's can be a fun and exciting family sport. Many riders are over the age of 40. The increasing use of UTV's that have roll bar protection and seatbelts will help reduce fatal incidents at time goes forward. Road routes are needed to connect local people to future trail systems in the Kettle Moraine and surrounding areas.



WISCONSIN LEGISLATIVE COUNCIL
ACT MEMO

2017 Wisconsin Act 193
[2017 Assembly Bill 442]

All-Terrain Vehicle Route
Signage

2017 Wisconsin Act 193 makes changes to requirements for signs placed to mark all-terrain vehicle (ATV) routes.

Under state law, a town, village, city, or county (local government) may designate highways or sidewalks as ATV routes. In addition, it may authorize the operation of utility terrain vehicles on ATV routes. Rules promulgated by the Department of Natural Resources (DNR) require that all ATV routes be marked by signs at the beginning of the route and at intervals along the route as needed to enable ATV operators to follow the route.

The Act provides that, if a local government designates **specific highways** within its jurisdiction as ATV routes, the local government is required to do one of the following:

- ☐ Erect a sign at each point on a highway where the ATV route begins and at each point where the ATV route intersects an ATV trail or a highway that is not designated as an ATV route;¹ or
- ☐ Erect a sign on each highway under its jurisdiction that crosses its territorial boundary in a position to be viewed by motorists as they enter the town, village, city, or county. The signs must alert motorists that all highways within the town, village, city, or county have been designated as ATV routes, except where otherwise indicated.²

Alternatively, the Act authorizes a local government to designate **all highways** within its territorial boundaries as ATV routes and to erect signs at the entrances to the local government alerting motorists of this designation. The Act provides that if a local government erects these entrance signs, DNR may not require it to erect or maintain additional signs along the ATV routes.

The Act also provides some additional sign placement authority for a local government that designates all highways under its jurisdiction as ATV routes. The Act allows such a local government to erect a sign on each highway under its jurisdiction at the point where that highway crosses its territorial boundary and enters another town, village, city, or county that does not designate the highway as an ATV route alerting motorists and ATV operators that the ATV route designation has ended. The local government may also designate a preferred route and erect signs marking the route.

Effective date: April 5, 2018 *Prepared by:* Steve
McCarthy, Staff Attorney

April 9, 2018

State of Wisconsin



2017 Assembly Bill 442

Date of enactment: April 3, 2018
Date of publication*: April 4, 2018

2017 WISCONSIN ACT 193

AN ACT to renumber 23.33 (8) (e); to renumber and amend 23.33 (8) (b); and to create 23.33 (1) (ja), 23.33 (8) (b) 2., 23.33 (8) (e) 2., 23.33 (8) (e) 3., 23.33 (8) (e) 4., 23.33 (8) (e) 5. and 23.33 (8) (e) 6. of the statutes; relating to: all-terrain vehicle route signage.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1m. 23.33 (1) (ja) of the statutes is created to read:

23.33 (1) (ja) "Preferred route" means an all-terrain vehicle route marked with signs to assist all-terrain vehicle operators in navigating to needed services such as fueling stations, restaurants, lodging, or other business establishments.

SECTION 1p. 23.33 (8) (b) of the statutes is renumbered 23.33 (8) (b) 1. and amended to read:

23.33 (8) (b) 1. ~~A~~ Subject to subd. 3., a town, village, city, or county may designate highways as all-terrain vehicle routes.

3. No state trunk highway or connecting highway may be designated as an all-terrain vehicle route unless the department of transportation approves the designation.

SECTION 2. 23.33 (8) (b) 2. of the statutes is created to read:

23.33 (8) (b) 2. Subject to subd. 3., a town, village, city, or county may designate all highways under its jurisdiction as all-terrain vehicle routes.

SECTION 3. 23.33 (8) (e) of the statutes is renumbered 23.33 (8) (e) 1.

SECTION 4. 23.33 (8) (e) 2. of the statutes is created to read:

23.33 (8) (e) 2. Except as provided in subd. 3, if a town, village, city, or county designates specific highways under its jurisdiction as all-terrain vehicle routes under par. (b) 2., the town, village, city, or county shall do one of the following:

a. Erect a sign at each point on a highway where the all-terrain vehicle route begins and at each point where the all-terrain vehicle route intersects an all-terrain vehicle trail or a highway that is not designated as an all-terrain vehicle route. The town, village, city, or county is not required to erect a sign under this subdivision at a point that is not more than one-half mile from a sign marking the same all-terrain vehicle route on the same highway.

b. Erect a sign on each highway under its jurisdiction that crosses its territorial boundary in a position to be viewed by motorists as they enter the town, village, city, or county. The signs shall alert motorists that all highways within the town, village, city, or county have been designated as all-terrain vehicle routes, except where otherwise indicated. The town, village, city, or county shall erect signs as appropriate to indicate highways that are not designated as an all-terrain vehicle route.

* Section 991.11, WISCONSIN STATUTES: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication."

SECTION 5. 23.33 (8) (e) 3. of the statutes is created to read:

23.33 (8) (e) 3. If a town, village, city, or county designates all highways under its jurisdiction as all-terrain vehicle routes under par. (b) 2., the town, village, city, or county may erect a sign on each highway that crosses its territorial boundary in a position to be viewed by motorists as they enter the town, village, city, or county. The signs shall alert motorists that all highways under the jurisdiction of the town, village, city, or county have been designated as all-terrain vehicle routes.

SECTION 6m. 23.33 (8) (e) 4. of the statutes is created to read:

23.33 (8) (e) 4. If a town, village, city, or county designates all highways under its jurisdiction as all-terrain vehicle routes under par. (b) 2., the town, village, city, or county may erect a sign on each highway under its jurisdiction at the point where that highway crosses its territorial boundary and enters another town, village, city, or county that does not designate the highway as an all-ter-

rain vehicle route. The signs shall be in a position to be viewed by motorists and all-terrain vehicle operators as they leave the town, village, city, or county and shall alert motorists and all-terrain vehicle operators that the all-terrain vehicle route designation has ended.

SECTION 7m. 23.33 (8) (e) 5. of the statutes is created to read:

23.33 (8) (e) 5. If a town, village, city or county designates highways under its jurisdiction as all-terrain vehicle routes under par. (b) 2., the town, village, city, or county may designate a preferred route and erect signs marking the route.

SECTION 8m. 23.33 (8) (e) 6. of the statutes is created to read:

23.33 (8) (e) 6. If a town, village, city, or county erects and maintains signs under subd. 3., the department may not require the town, village, city, or county to erect any additional signs marking the all-terrain vehicle routes within the town, village, city, or county.



WISCONSIN LEGISLATIVE COUNCIL
ACT MEMO

2017 Wisconsin Act 87 [2017 Senate Bill 392]	Municipal Ordinances Authorizing ATV and UTV Operation on Highways
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Under 2017 Wisconsin Act 87, a city, village, or town may enact an ordinance authorizing the operation of all-terrain vehicles (ATVs) and utility terrain vehicles (UTVs) on a highway that has a speed limit of 35 miles per hour or less and is located within the territorial boundaries of the city, village, or town. The Act provides that a city, village, or town may authorize ATV or UTV operation on a highway regardless of whether the city, village, or town has jurisdiction over the highway, but it may not authorize ATV or UTV operation on a highway that is part of the national system of interstate and defense highways.

Effective date: December 2, 2017 *Prepared by:* December 21, 2017
David Moore, Senior Staff Attorney

State of Wisconsin



2017 Senate Bill 392

Date of enactment: November 30, 2017

Date of publication*: December 1, 2017

2017 WISCONSIN ACT 87

AN ACT *to amend* 23.33 (4) (b) and 23.33 (11) (am) 1.; and *to create* 23.33 (11) (am) 4. of the statutes; **relating**
to: municipal ordinances authorizing all-terrain vehicle and utility terrain vehicle operation on highways within the municipality.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 23.33 (4) (b) of the statutes is amended to read:

23.33 (4) (b) *Other highways; operation restricted.* No person may operate an all-terrain vehicle or utility terrain vehicle on a highway except as authorized under pars. (d), (e), and (f) and sub. (11) (am) 2. ~~or 3, or 4,~~ or as authorized by rules promulgated by the department and approved by the department of transportation.

SECTION 2. 23.33 (11) (am) 1. of the statutes is amended to read:

23.33 (11) (am) 1. Any county, town, city, or village may enact an ordinance that is in strict conformity with

this section and rules promulgated by the department under this section if the ordinance encompasses all aspects encompassed by this section, except as provided in subds. 2. ~~and 3, and 4.~~

SECTION 3. 23.33 (11) (am) 4. of the statutes is created to read:

23.33 (11) (am) 4. A city, village, or town may enact an ordinance to authorize the operation of all-terrain vehicles and utility terrain vehicles on a highway that is not part of the national system of interstate and defense highways, that has a speed limit of 35 miles per hour or less, and that is located within the territorial boundaries of the city, village, or town regardless of whether the city, village, or town has jurisdiction over the highway.

* Section 991.11, WISCONSIN STATUTES: Effective date of acts. "Every act and every portion of an act enacted by the legislature over the governor's partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication."

State Statute 23.33

(8) ROUTES AND TRAILS.

(a) *Department authority.* The department shall encourage and supervise a system of all-terrain vehicle routes and trails. The department may establish standards and procedures for certifying the designation of all-terrain vehicle routes and trails.

(b) *Routes.*

1. Subject to subd. [3.](#), a town, village, city, or county may designate highways as all-terrain vehicle routes.

2. Subject to subd. [3.](#), a town, village, city, or county may designate all highways under its jurisdiction as all-terrain vehicle routes.

3. No state trunk highway or connecting highway may be designated as an all-terrain vehicle route unless the department of transportation approves the designation.

(c) *Trails.* A town, village, city, county or the department may designate corridors through land which it owns or controls, or for which it obtains leases, easements or permission, for use as all-terrain vehicle trails.

(d) *Restrictions.* The designating authority may specify effective periods for the use of all-terrain vehicle routes and trails and may restrict or prohibit the operation of an all-terrain vehicle or utility terrain vehicle during certain periods of the year.

(e) *Signs.*

1. The department, in cooperation with the department of transportation, shall establish uniform all-terrain vehicle route and trail signs and standards and uniform signs and standards for the operation of utility terrain vehicles on all-terrain vehicle routes and trails. The standards may not require that any additional signs be placed on all-terrain vehicle routes concerning the operation of all-terrain vehicles or utility terrain vehicles with snow removal devices attached.

2. Except as provided in subd. 3, if a town, village, city, or county designates specific highways under its jurisdiction as all-terrain vehicle routes under par. [\(b\) 2.](#), the town, village, city, or county shall do one of the following:

a. Erect a sign at each point on a highway where the all-terrain vehicle route begins and at each point where the all-terrain vehicle route intersects an all-terrain vehicle trail or a highway that is not designated as an all-terrain vehicle route. The town, village, city, or county is not required to erect a sign under this subdivision at a point that is not more than one-half mile from a sign marking the same all-terrain vehicle route on the same highway.

b. Erect a sign on each highway under its jurisdiction that crosses its territorial boundary in a position to be viewed by motorists as they enter the town, village, city, or county. The signs shall alert motorists that all highways within the town, village, city, or county have been designated as all-terrain vehicle routes, except where otherwise indicated. The town, village, city, or county shall erect signs as appropriate to indicate highways that are not designated as an all-terrain vehicle route.

3. If a town, village, city, or county designates all highways under its jurisdiction as all-terrain vehicle routes under par. [\(b\) 2.](#), the town, village, city, or county may erect a sign on each highway that crosses its territorial boundary in a position to be viewed by motorists as they enter the town, village, city, or county. The signs shall alert motorists that all highways under the

jurisdiction of the town, village, city, or county have been designated as all-terrain vehicle routes.

4. If a town, village, city, or county designates all highways under its jurisdiction as all-terrain vehicle routes under par. (b) 2., the town, village, city, or county may erect a sign on each highway under its jurisdiction at the point where that highway crosses its territorial boundary and enters another town, village, city, or county that does not designate the highway as an all-terrain vehicle route. The signs shall be in a position to be viewed by motorists and all-terrain vehicle operators as they leave the town, village, city, or county and shall alert motorists and all-terrain vehicle operators that the all-terrain vehicle route designation has ended.

5. If a town, village, city or county designates highways under its jurisdiction as all-terrain vehicle routes under par. (b) 2., the town, village, city, or county may designate a preferred route and erect signs marking the route.

6. If a town, village, city, or county erects and maintains signs under subd. 3., the department may not require the town, village, city, or county to erect any additional signs marking the all-terrain vehicle routes within the town, village, city, or county.

(f) *Interference with signs and standards prohibited.*

1. No person may intentionally remove, damage, deface, move, obstruct, or interfere with the effective operation of any uniform all-terrain vehicle route or trail sign or standard or any uniform sign or standard for the operation of a utility terrain vehicle on an all-terrain vehicle route or trail if the sign or standard is legally placed by the state, any municipality or any authorized individual.

2. No person may possess any uniform all-terrain vehicle route or trail sign or standard, or any uniform sign or standard for the operation of a utility terrain vehicle on an all-terrain vehicle route or trail, of the type established by the department for the warning, instruction or information of the public, unless he or she obtained the uniform sign or standard in a lawful manner. Possession of a uniform all-terrain vehicle route or trail sign or standard or uniform sign or standard for the operation of a utility terrain vehicle on an all-terrain vehicle route or trail creates a rebuttable presumption of illegal possession.

(9) ADMINISTRATION; ENFORCEMENT; AIDS.

(a) *Enforcement.* The department may utilize moneys received under sub. (2) for all-terrain vehicle and utility terrain vehicle registration aids administration and for the purposes specified under s. 20.370 (3) (as) and (5) (er) including costs associated with enforcement, safety education, accident reports and analysis, law enforcement aids to counties, and other similar costs in administering and enforcing this section.

(b) *All-terrain vehicle projects.* Any of the following all-terrain vehicle projects are eligible for funding as a state all-terrain vehicle project from the appropriation account under s. 20.370 (1) (ms) or for aid as a nonstate all-terrain vehicle project from the appropriation accounts under s. 20.370 (5) (ct) and (cu):

1. Acquisition of an easement or land in fee simple.

2. Development of all-terrain vehicle facilities such as parking areas, riding areas, shelters, toilets or other improvements.

3. Development of all-terrain vehicle routes or all-terrain vehicle trails.

4. Development or maintenance of a snowmobile route or trail or an off-the-road motorcycle trail or facility if the route, trail or facility is open for use by all-terrain vehicles.

5. Maintenance of all-terrain vehicle routes or all-terrain vehicle trails.

6. Purchase of liability insurance.

(bb) *Signs*. In addition to the projects listed in par. (b), the department may provide aid from the appropriation under s. [20.370 \(5\) \(ct\)](#) or [\(cu\)](#) to a town, village, city or county for up to 100 percent of the cost of placing signs developed under sub. [\(4z\) \(a\) 2.](#)

(bd) *All-terrain and utility terrain vehicle projects; stewardship funding*.

1. The department may obligate from the appropriation account under s. [20.866 \(2\) \(ta\)](#) moneys for state projects and for aids to counties, cities, villages, or towns for nonstate projects. The projects may be any of the following:

- a. Acquisitions of easements and land as specified in par. [\(b\) 1.](#)
- b. Development of facilities, routes, and trails as specified in par. [\(b\) 2.](#) and [3.](#)
- c. Development of a snowmobile route or trail or an off-the-road motorcycle trail or facility if the route, trail or facility is open for use by all-terrain vehicles.
- d. Improvement of all-terrain vehicle trails for use by utility terrain vehicles.
- e. Placement of signs developed under sub. [\(4z\) \(a\) 2.](#)

2. Moneys obligated from the appropriation account under s. [20.866 \(2\) \(ta\)](#) for a project under subd. [1.](#) shall be limited to no more than 80 percent of the cost of the project. The county, city, village, or town receiving the aid is responsible for the remainder of the project cost.

(bg) *Projects for utility terrain vehicles*. A project to improve or maintain all-terrain vehicle trails for use by utility terrain vehicles is eligible for funding as a state utility terrain vehicle project from the appropriation account under s. [20.370 \(1\) \(mr\)](#) or for aid as a nonstate utility vehicle project from the appropriation accounts under s. [20.370 \(5\) \(eu\)](#) and [\(gr\)](#). The maximum amount allowed for aid under this paragraph is \$100 per mile for all-terrain vehicle trails that are maintained not less than 3 months per year including the months of June, July, and August. If the requests for aid for projects under this paragraph exceed the funds available, the department shall distribute available funds to qualified applicants on a proportional basis.

2. For a roadway, or for a portion of a roadway, that is located within the territorial boundaries of a city, village, or town, the city, village, or town may enact an ordinance to authorize the operation of all-terrain vehicles and utility terrain vehicles with snow removal devices attached on the roadway, or adjacent to the roadway, if the applicable roadway speed limit is greater than 45 miles per hour, and regardless of whether the city, village, or town has jurisdiction over the roadway.

3. A county, city, village, or town may enact an ordinance to authorize the operation of all-terrain vehicles and utility terrain vehicles on a highway bridge that is not part of the national system of interstate and defense highways, that is 1,000 feet in length or less, and that is located within the territorial boundaries of the county, city, village, or town regardless of whether the county, city, village, or town has jurisdiction over the highway. Any such ordinance shall require a person crossing a bridge to do all of the following:

- a. Cross the bridge in the most direct manner practicable and at a place where no obstruction prevents a quick and safe crossing.
- b. Stay as far to the right of the roadway or shoulder as practicable.
- c. Stop the vehicle prior to the crossing.
- d. Yield the right-of-way to other vehicles, pedestrians, and electric personal assistive mobility devices using the roadway or shoulder.
- e. Exit the highway as quickly and safely as practicable after crossing the bridge.

4. A city, village, or town may enact an ordinance to authorize the operation of all-terrain vehicles and utility terrain vehicles on a highway that is not part of the national system of interstate and defense highways, that has a speed limit of 35 miles per hour or less, and that is

located within the territorial boundaries of the city, village, or town regardless of whether the city, village, or town has jurisdiction over the highway.

(b) If a county, town, city, or village adopts an ordinance regulating all-terrain vehicles, utility terrain vehicles, or both, its clerk shall immediately send a copy of the ordinance to the department, to the state traffic patrol, and to the office of any law enforcement agency of each county, town, city, or village having jurisdiction over any of the highways to which the ordinance applies.

(12) ENFORCEMENT.

(a) An officer of the state traffic patrol under s. [110.07 \(1\)](#), inspector under s. [110.07 \(3\)](#), conservation warden appointed by the department under s. [23.10](#), county sheriff or municipal peace officer has authority and jurisdiction to enforce this section and ordinances enacted in accordance with this section.

(b) No operator of an all-terrain vehicle or utility terrain vehicle may refuse to stop after being requested or signaled to do so by a law enforcement officer or a commission warden, as defined in s. [939.22 \(5\)](#).

(13) PENALTIES.

(a) *Generally.* Except as provided in pars. [\(am\)](#) to [\(e\)](#), any person who violates this section shall forfeit not more than \$250.

(am) Penalty related to interference with signs and standards. Except as provided in par. [\(cg\)](#), a person who violates sub. [\(8\) \(f\)](#) and who, within the last 2 years prior to the arrest for the current violation, was 2 or more times previously convicted for violating a provision of this chapter shall forfeit not more than \$500.

(ar) Penalty related to nonresident trail passes. Any person who violates sub. [\(2j\)](#) shall forfeit not more than \$1,000.

(b) Penalties related to intoxicated operation of an all-terrain vehicle or utility terrain vehicle.

1. Except as provided under subds. [2.](#) and [3.](#), a person who violates sub. [\(4c\) \(a\) 1.](#), [2.](#), or [2m.](#) or [\(4p\) \(e\)](#) shall forfeit not less than \$150 nor more than \$300.

2. Except as provided under subd. [3.](#), a person who violates sub. [\(4c\) \(a\) 1.](#), [2.](#), or [2m.](#) or [\(4p\) \(e\)](#) and who, within 5 years prior to the arrest for the current violation, was convicted previously under the intoxicated operation of an all-terrain vehicle or utility terrain vehicle law or the refusal law shall be fined not less than \$300 nor more than \$1,100 and shall be imprisoned not less than 5 days nor more than 6 months.

3. A person who violates sub. [\(4c\) \(a\) 1.](#), [2.](#), or [2m.](#) or [\(4p\) \(e\)](#) and who, within 5 years prior to the arrest for the current violation, was convicted 2 or more times previously under the intoxicated operation of an all-terrain vehicle or utility terrain vehicle law or refusal law shall be fined not less than \$600 nor more than \$2,000 and shall be imprisoned not less than 30 days nor more than one year in the county jail.

4. A person who violates sub. [\(4c\) \(a\) 3.](#) or [\(4p\) \(e\)](#) and who has not attained the age of 21 shall forfeit not more than \$50.

(bg) Penalties related to intoxicated operation of an all-terrain vehicle or utility terrain vehicle; underage passengers. If there is a passenger under 16 years of age on the all-terrain vehicle or utility terrain vehicle at the time of a violation that gives rise to a conviction under sub. [\(4c\) \(a\) 1.](#) or [2.](#) or [\(4p\) \(e\)](#), the applicable minimum and maximum forfeitures, fines, and terms of imprisonment under pars. [\(b\) 1.](#), [2.](#), and [3.](#) for the conviction are doubled.

(br) Penalties related to intoxicated operation of an all-terrain vehicle or utility terrain vehicle; enhancers.

1. If a person convicted under sub. [\(4c\) \(a\) 1.](#) or [2.](#) had an alcohol concentration of 0.17 to 0.199 at the time of the offense, the minimum and maximum fines specified under par. [\(b\) 3.](#) for the conviction are doubled.
2. If a person convicted under sub. [\(4c\) \(a\) 1.](#) or [2.](#) had an alcohol concentration of 0.20 to 0.249 at the time of the offense, the minimum and maximum fines specified under par. [\(b\) 3.](#) for the conviction are tripled.
3. If a person convicted under sub. [\(4c\) \(a\) 1.](#) or [2.](#) had an alcohol concentration of 0.25 or above at the time of the offense, the minimum and maximum fines under par. [\(b\) 3.](#) for the conviction are quadrupled.
4. The increased fines in this paragraph do not apply if the person convicted under sub. [\(4c\) \(a\) 1.](#) or [2.](#) is subject to par. [\(bg\).](#)

(c) *Penalties related to causing injury; intoxicants.* A person who violates sub. [\(4c\) \(b\)](#) shall be fined not less than \$300 nor more than \$2,000 and may be imprisoned not less than 30 days nor more than one year in the county jail.

(cg) *Penalties related to causing death or injury; interference with signs and standards.* A person who violates sub. [\(8\) \(f\) 1.](#) is guilty of a Class H felony if the violation causes the death or injury, as defined in s. [30.67 \(3\) \(b\)](#), of another person.

(cm) *Sentence of detention.* The legislature intends that courts use the sentencing option under s. [973.03 \(4\)](#) whenever appropriate for persons subject to par. [\(b\) 2.](#) or [3.](#) or [\(c\)](#). The use of this option can result in significant cost savings for the state and local governments.

(d) *Calculation of previous convictions.* In determining the number of previous convictions under par. [\(b\) 2.](#) and [3.](#), convictions arising out of the same incident or occurrence shall be counted as one previous conviction.

(dm) *Reporting convictions to the department.* Whenever a person is convicted of a violation of the intoxicated operation of an all-terrain vehicle or utility terrain vehicle law, the clerk of the court in which the conviction occurred, or the justice, judge or magistrate of a court not having a clerk, shall forward to the department the record of such conviction. The record of conviction forwarded to the department shall state whether the offender was involved in an accident at the time of the offense.

(e) *Alcohol, controlled substances or controlled substance analogs; assessment.* In addition to any other penalty or order, a person who violates sub. [\(4c\) \(a\)](#) or [\(b\)](#) or [\(4p\) \(e\)](#) or who violates s. [940.09](#) or [940.25](#) if the violation involves the operation of an all-terrain vehicle or utility terrain vehicle, shall be ordered by the court to submit to and comply with an assessment by an approved public treatment facility for an examination of the person's use of alcohol, controlled substances or controlled substance analogs. The assessment order shall comply with s. [343.30 \(1q\) \(c\) 1. a. to c.](#) Intentional failure to comply with an assessment ordered under this paragraph constitutes contempt of court, punishable under ch. [785](#).

(f) *Restoration or replacement of signs and standards.* In addition to any other penalty, the court may order the defendant to restore or replace any uniform all-terrain vehicle route or trail sign or standard, or any uniform sign or standard for the operation of a utility terrain vehicle on an all-terrain vehicle route or trail, that the defendant removed, damaged, defaced, moved or obstructed.

History: [1985 a. 29](#); [1987 a. 200, 353, 399, 403](#); [1989 a. 31, 275, 359](#); [1991 a. 39, 303, 315](#); [1993 a. 16, 105, 119, 405](#); [1995 a. 27 ss. 1350 to 1351, 9126 \(19\)](#); [1995 a. 436, 448](#); [1997 a. 27, 248](#),

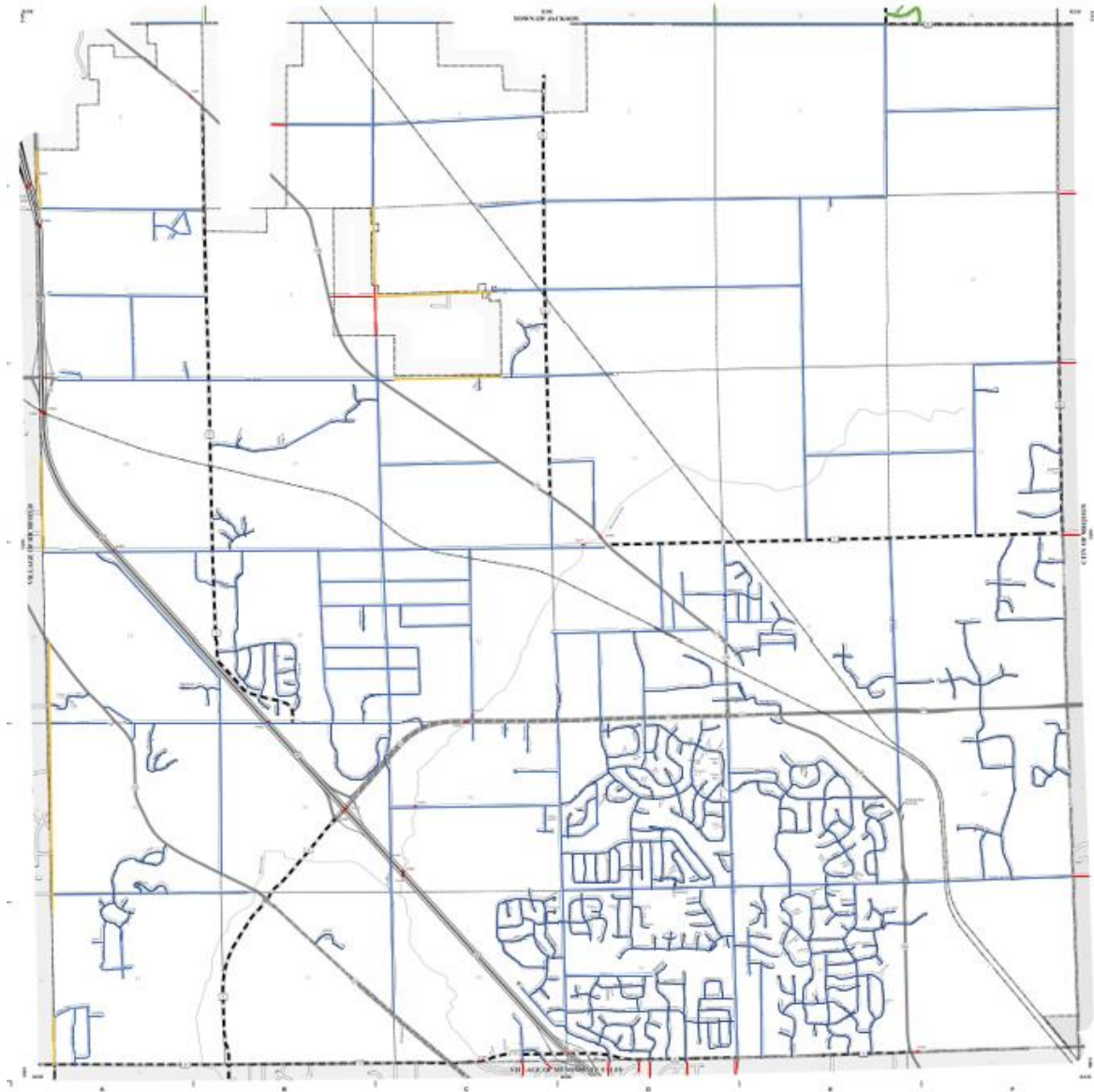
[283](#); [1999 a. 9](#); [2001 a. 16, 90, 106, 109](#); [2003 a. 30, 97, 251, 326](#); [2005 a. 25, 253, 481](#); [2007 a. 20 ss. 664m to 666m, 9121 \(6\) \(a\)](#); [2007 a. 27, 209](#); [2009 a. 85, 175, 252, 367](#); [2011 a. 35, 51, 208, 258](#); [2013 a. 15, 20, 67, 83](#); [2013 a. 165 s. 114](#); [2013 a. 173, 224, 316](#); [2015 a. 55, 89, 170, 210](#); [2017 a. 59, 87, 161, 193, 365](#).

Cross-reference: See also ch. [NR 64](#), Wis. adm. code.

The safety certificate requirement under sub. (5) is a creation of the legislature, and the legislature has specified who is required to comply with the requirement. When a person is not required to obtain a safety certificate, that person cannot be negligent for failing to do so. *Hardy v. Hoeffler*, [2007 WI App 264](#), [306 Wis. 2d 513](#), [743 N.W.2d 843](#), [06-2861](#).

County forest roads open to vehicular traffic are highways that can be designated as routes under sub. (8) (b). [77 Atty. Gen. 52](#).

Even if the primary purpose of designating short county highway segments as ATV routes is to allow a private organization to enhance its system of trails that benefit club members and their invitees, such designations will not violate the public purpose doctrine if no county resources are expended and no county expenditures occur as a result of those designations. [OAG 3-11](#).



Blue Routes represent Village Roads

Orange represents STH or CTH with a speed limit of 35 MPH or less

Purple Routes represent County Trunk Highways (CTH)

Yellow indicates assistance needed from another community

Green represents communities with current open Routes

All-Terrain Vehicle Route

Village of Germantown, Washington County

AN ORDINANCE DESIGNATING ALL-TERRAIN VEHICLE ROUTES AND REGULATING THE OPERATION OF ALL-TERRAIN VEHICLES

Section I - Intent

The Village of Germantown, Washington County adopts the following all-terrain vehicle route for the operation of all-terrain vehicles upon all township roads.

Following due consideration of the recreational value to connect trail opportunities and weighed against possible dangers, public health, liability aspects, terrain involved, traffic density and history of automobile traffic, this ordinance has been created

Section II - Statutory Authority

Open usage of township roads is done pursuant to township authority as authorized by 23.33 (8) (b), Wis stats

The applicable provisions of 23.33 regulating ATV/UTV operation pursuant to routes are adopted.

Section III - Routes

All township roads will be open to ATV/UTV usage

All county and state roadways posted 35mph or less will be open to ATV/UTV usage as authorized under Wis. Stat. s. 23.33(11)(am)4.

Section IV - Conditions

As condition for use of township roads, the following conditions shall apply to all operators (and passengers);

- A. All ATV/UTV operators shall observe posted speed limits.
- B. No person under 18 years of age may operate or be a passenger on an ATV/UTV without wearing protective headgear of the type required under s. 347.485(1)(a) and with the chin strap properly fastened, except as specifically exempted under s. 23.33(3g)(b, c and d) Wis. Stats
- C. Operation of ATVs and UTVs on roadways designated as ATV/UTV Routes are authorized only for the extreme right side of the roadway, on the paved surface (if the roadway is paved), except that left turns may be made from any part of the roadway that is safe given prevailing conditions.
- D. All ATV/UTV operators shall ride single file.
- E. The operator of an ATV/UTV shall obey all traffic laws, Local ordinances and DNR Regulations

- F. The operator of an ATV/UTV shall display a lighted headlamp and tail lamps on the ATV/UTV and display the registration or license plate at all times.
- G. All roads must be signed in accordance with NR 64.12, and NR 64.12 (7)
- H. ATV/UTV operation is at the risk of the operator. The Village of Germantown has no liability for any damage or injury to persons, real property or personal property, arising out of the operation of ATVs and UTVs on designated ATV/UTV Routes.
- I. Routes are open year-round.

Section V - Enforcement

This ordinance shall be enforced by any law enforcement officer authorized to enforce the laws of the State of Wisconsin.

Section VI - Penalties

Wisconsin State All-Terrain Vehicle penalties as found in s. 23.33 (13) (a) Wis Stats., are adopted by reference.

Section VII - Severability

The provision of this ordinance shall be deemed severable and it is expressly declared that the Township would have passed the other provisions of this ordinance irrespective of whether or not one or more provisions may be declared invalid. If any provision of this ordinance or the application to any person or circumstances is held invalid, the remainder of the ordinance and the application of such provisions to other persons or circumstances shall not be deemed affected.

Section VIII - Effective Date

This ordinance becomes effective upon passage and publication.

Passed this ____ day of _____, 2025

Village of Germantown, Clerk

Village of Germantown, Chairman

Published this date of _____

ATV/UTV Route letter to DNR

When the route ordinance has been passed/approved by the local jurisdiction, the clerk of jurisdiction MUST send a copy of the route/ordinance to the DNR. Sample Letter below.

Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

September 1, 2023

Department of Natural Resources
Attn: ATV Section
P.O. Box 7921
Madison WI 53707

To Whom it may concern:

Our Town has enacted an ATV/UTV Ordinance in accordance with the Wisconsin State statute 23.33. We have enclosed a copy of the Ordinance and a listing of the Town roads affected.

Included documents:

Copy of the Town Ordinance

Copy of the Town road list

Copy of the route map

Sincerely,

Village of Germantown, Clerk

County Sheriff Enforcement Letter

The clerk of jurisdiction MUST also send a copy of the route/ordinance to the law enforcement agency having jurisdiction over the highway(s).

Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

July 1, 2025

Washington County Sheriff's Office
500 Rolfs Drive
West Bend, Wisconsin, 53090

To Whom it may concern:

Our Town has enacted an ATV/UTV Ordinance in accordance with the Wisconsin State statute 23.33. We have enclosed a copy of the Ordinance and a listing of the Town roads affected.

Included documents:

Copy of the Town Ordinance

Copy of the Town road list

Copy of the route map

Sincerely,

Village of Germantown, Clerk

State Patrol Enforcement Letter

The clerk of jurisdiction MUST also send a copy of the route/ordinance to the law enforcement agency having jurisdiction over the highway(s).

Village of Germantown
N112 W17001 Mequon Road
Germantown, WI 53022

July 1, 2025

Wisconsin State Patrol
851 S. Rolling Meadows Drive
Fond du Lac, WI 54937-9902

To Whom it may concern:

Our Town has enacted an ATV/UTV Ordinance in accordance with the Wisconsin State statute 23.33. We have enclosed a copy of the Ordinance and a listing of the Town roads affected.

Included documents:

Copy of the Town Ordinance

Copy of the Town road list

Copy of the route map

Sincerely,

Village of Germantown, Clerk

Signage Options

Individual route markers (Must be at every intersection)

Approximately 300 required @ \$5.00 each (\$1,500.00)



Edge of Town markers (Placed at all entry points of the Town)

Approximately 30 Req @ \$15.00 each (\$450.00)



REQUEST FOR ATV SIGN INSTALLATION ON STATE HIGHWAY
(extracted from TEOps 2-15-3)

Name of Requesting Municipality Town of Ashford

<u>N1410 Rolling Drive</u>	<u>Campbellsport</u>	<u>53010</u>
Street Address	City	Zip Code
Contact Person <u></u>	Phone <u></u>	Email <u></u>

SIGN MESSAGE & #:



PROPOSED SIGN LOCATIONS

Hwy. Interchange or Intersection	Town/City/Village	County of	Traffic Direction at Proposed Sign Site	Sign #
<u>Town Boarder</u>	<u>Ashford</u>	<u>Fond du lac</u>	<u>E & W</u> bound on Hwy. <u>67</u>	<u>D11-10A</u>
Hwy. Interchange or Intersection	Town/City/Village	County of	Traffic Direction at Proposed Sign Site	Sign #
			bound on Hwy.	

Additional requests *should* be submitted on a separate form.

The requesting municipality agrees to and will abide by the conditions contained within the Supplemental Guide Sign Policies and general signing policy provisions attached to this application, which is made by the undersigned official under proper authority to act on behalf of the municipality represented above. The municipality agrees to pay for installation costs and costs to replace the signs when they have reached the end of their useful life or repairs if they become damaged, when the cost is not recovered from the person(s) causing the damage.

Signature of Authorized Official <u></u>	Title <u></u>	Date <u></u>
--	---------------	--------------

☐ APPROVED
☐ DENIED

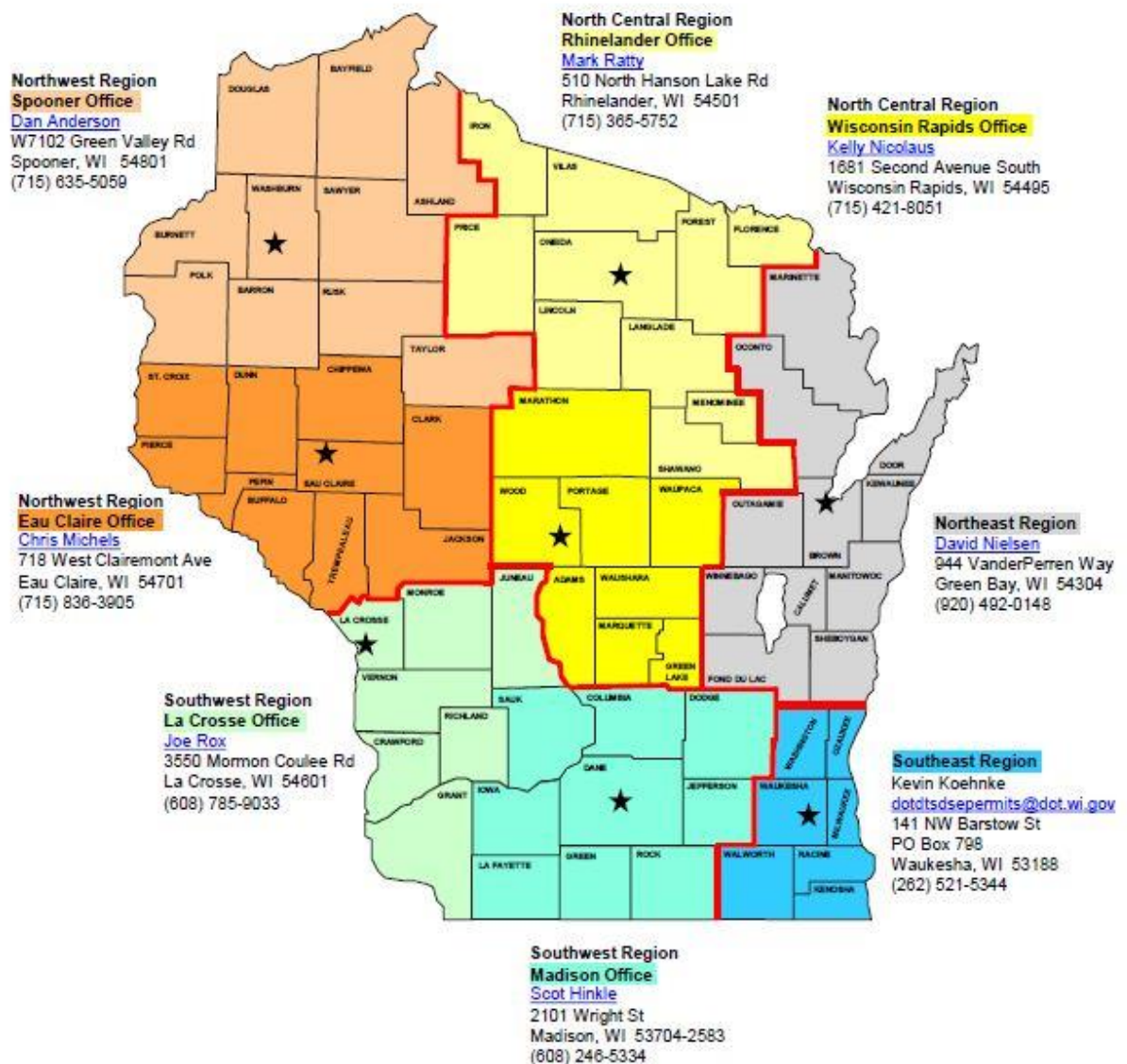
Regional Traffic Engineer

Date

This form is available online at <http://downloads.kettletrails.com>

WisDOT STH Connection Permit Contacts

Please contact the appropriate region office that has jurisdiction in the county where the connection is or will be located



Revised: 10/12/18

Disclaimer: All the documents in this proposal are assembled with the latest information available to us at the time of creation. We encourage everyone to verify any and all documents in the event we have missed any vital information. We are not responsible for any errors, unintentional or otherwise in providing this proposal.



State of Wisconsin

Department of Transportation

All-Terrain Vehicles and Utility Terrain Vehicles

[State ROW Permits](#) | [ATVs/UTVs](#)

[Registration](#) | [Ordinances](#) | [Route definition](#) | [Routes on state highways](#) | [Merrimac Ferry](#) | [Trails](#) | [Route and trails crossings](#) | [ATV route sign permitting](#) | [Special signing](#) | [Signing FAQs](#) | [Contact](#) | [Safety](#)

Introduction



Photo courtesy of the Wisconsin ATV Association

Wis. Stat. s. 23.33 allows all-terrain vehicles (ATVs) and utility terrain vehicles (UTVs) to operate on a state highway in certain cases, which are detailed in sections A - C below. An ATV ordinance must be enacted by a municipality and/or county before operation may occur. *For the*

remainder of this webpage, ATVs and UTVs will be labeled collectively as ATVs. Since ATVs are not allowed to operate on interstate highways, none of the information on this webpage applies to interstates.

ATV registration

All ATV registrations are handled by the DNR – not WisDOT. Go to the DNR's [website](#) for more information.

ATV ordinances

WisDOT does not have approval authority of local government ordinances, nor can WisDOT offer legal advice on how ordinances should be written. WisDOT only reviews ATV ordinances prior to processing traffic signing permit applications for ATV routes to verify that a town, village, city or county has referenced the appropriate section(s) of s. 23.33 as detailed in sections A - C below.

The Wisconsin DNR does have sample ordinance language in Appendix A of its publication *ATV Route Guideline and Suggestions (A Community Official's Handbook)*. If necessary, consult your local government's corporation counsel or legal representative for advice.

ATV routes – definition

ATV routes by statute are on the roadway portion of a highway and not the shoulder or other parts of the right-of-way (ROW). A roadway is defined in Wis. Stat. [s. 340.01\(54\)](#) as the, "portion of a highway between the regularly established curb lines or that portion which is improved, designed or ordinarily used for vehicular travel, excluding the berm or shoulder." On a 2-lane rural highway, the “roadway” is the area between the fog lines (white lines) as shown in picture (1). In an urban area, it is the area between the curbs in picture (2).

(1)



(2)



► It is important to understand that a roadway is not an ATV route until there is an enacted ordinance and the roadway is signed/posted according to law.

ATV routes on state highways

The following information is divided into three sections based on current Wisconsin statutes.

A - ATV route designation on state highways

A town, village, city or county may enact an ordinance under Wis. Stat. [s. 23.33\(8\)\(b\)1.](#) to designate a highway not under its jurisdiction as an ATV route. In this case, ATV operation on a [state highway](#) or [connecting highway](#) is allowed only if WisDOT approves the route.

WisDOT's approval consists of an ATV route order that is issued for the designated segment of state or connecting highway. WisDOT will review an ATV ordinance to verify that the termini of the designated route is what WisDOT and the municipality or county agreed upon prior to issuing the route order.

B - ATV operation on state highways with speed limits of 35 mph or less within municipal boundaries

A town, village or city may enact an ordinance under Wis. Stat. [s. 23.33\(11\)\(am\)4.](#) to authorize the operation of ATVs on a highway that has a speed limit of 35 mph or less and is located within the territorial boundaries of the town, village or city regardless of who has jurisdiction over the highway. In this case, ATV operation on a state highway is not subject to WisDOT approval. WisDOT will review an ATV ordinance to verify that the statute language “authorize the operation” has been used correctly instead of the term “designated.”

Much of the state highway system operates with speed limits over 35 mph, and these higher speed highways remain off-limits to ATV use without approval from WisDOT. Unless speed limits are set initially by state statutes, all speed limits in Wisconsin must be established through an engineering and traffic investigation, including further modifications that lower or raise speed limits to meet other statutory speed limits. Anyone interested in how speed limits are established is encouraged to view WisDOT's [webpage](#) on the topic.

Note: Under [s. 349.11\(11\)](#), local authorities may post speed limits on highways under their jurisdiction that only apply to ATVs and UTVs that are lower than the speed limits imposed under s. 349.11 or [s. 346.57](#).

C - ATV operation on state highway bridges 1,000 feet or less in length

Under Wis. Stat. [ss. 23.33\(4\)\(d\)3.b.](#) and [11\(am\)3.](#), ATVs may be authorized to operate on the roadway or shoulder of a highway to cross a bridge 1,000 feet or less in length that is located within the territorial boundaries of a county, city, village or town, regardless of who has jurisdiction over the highway, and only if a county **and** a city, village or town **both** enact ordinances that apply to the bridge. In this case, ATV operation on a state highway bridge is not subject to WisDOT approval.

Under the law, ATVs must exit the highway as quickly and safely as practicable after crossing the bridge. WisDOT defines this as the first available road designated as an ATV route on either side of the bridge that is not a dead end, or an ATV trail on WisDOT ROW that is established after crossing the bridge in which ATVs may use. A bridge is defined as a structure (bridge, box culvert, etc.) more than 20 feet in length over a navigable waterway, highway or railroad. See Wis. Adm. Rule [Trans 212.02\(2\)](#) and [pages](#) from WisDOT's Structure Inspection Manual.

WisDOT reviews both municipal and county ATV ordinances developed under the two bridge statutes to verify that:

- The ATV route has the appropriate termini on each side of the bridge (the first available road or ATV trail as described above) and that both ordinances mention the same roads or trails.
- All five items listed in s. 23.33(11)(am)3.(a)-(e) are also included, which is required by the statute.
- The statute language "authorize the operation" has been correctly used instead of "designated."

The term "jurisdiction" in sections A - C above refers to maintenance jurisdiction instead of the ROW (fee title) owner or highway easement owner.

ATVs using the Merrimac Ferry

WisDOT policy is to only approve small segments of the state highway system as ATV routes to assist with local ATV route continuity and when it does not adversely affect the safety, operability, mobility and maintenance of the highway. Currently, there are no continuous local ATV routes in the Town of West Point in Columbia County or the Village/Town of Merrimac in Sauk County that warrant approving state highways 113 and/or 188 in Columbia County, including the ferry, as an ATV route. Therefore, ATVs are not allowed to use the ferry.

ATV trails on state highway ROW

WisDOT may permit an ATV trail within state highway ROW if sufficient space is available and it would not adversely affect the safety, maintenance and operation of the highway.

A [DT1504](#) permit is required and a municipality, county or other governmental agency must be

the applicant. Permit requirements are listed in [HMM 09-10-11](#), section 6.3. Go to the [state highway connection permits](#) webpage for more information on the permitting process.

ATV route or trail crossings of state highways

Generally, ATV operators should look for existing driveways, local roads and permitted trail crossings when crossing state highways. This offers the safest path, and it is always the best practice for operators to plan ahead and know locations of legal crossings along their route. Below you will learn more about what to look for and also where there may be some exceptions.

The law and roadway crossings

Wis. Stat. s. 23.33 establishes many requirements for ATV operators including how to cross any type of roadway. At any location where crossing the roadway with an ATV is legal, and no obstructions such as curbs, a raised median, or fence prevent a safe and quick crossing, [s. 23.33\(4\)\(d\)1.](#), requires the operator to:

- Stop completely prior to crossing,
- Yield to all pedestrians and vehicles of any type using the roadway, and
- Cross in the most direct manner possible.

While the law covers operator *behavior*, it does not establish the rules about *where* roadways may be crossed. Those issues are dealt within the highway-related statutes of Wisconsin law. In general, the authority charged with maintaining the highway controls where drivers and people can enter and exit the roadway, including to cross. For town roads, village/city streets, and county highways, the town, municipality, or county will control access to the roadway. State highways are regulated and controlled by WisDOT, which is charged with establishing and maintaining the state highway system.

WisDOT sometimes owns the rights to enter the highway from lands, and often controls access to state highways under Wis. Stat. ss. 84.09, 84.25 and 84.295. It is illegal to enter and cross one of those highways except at an authorized location.

Identifying a safe crossing

Most ATV operators may not know what access restrictions are on state highways. So WisDOT and DNR have developed some basic guidelines to help ATV operators legally cross state highways in the safest manner possible.

- *Look for existing driveways, local roads, and permitted trail crossings.* These locations have been authorized by WisDOT. Driveways and road/street/trail connections are reviewed by WisDOT staff for engineering standards such as spacing and proper sight distance. It is better for ATVs to cross at these authorized locations versus other locations, especially on 55 mph highways with high traffic volumes. Motorists expect vehicles to enter and exit the roadway at these known access points. ATVs (and snowmobiles) crossing at unauthorized locations have a higher likelihood of being involved in a serious or fatal crash.

- *Crossing at non-driveway or road locations.* WisDOT understands that ATVs operated by farmers, surveyors, utilities, etc., will need to cross a state highway at a location other than a driveway or road to get from one field to another or from one side of the highway to the other. As long as there is low-volume traffic, sufficient sight distance, and no damage done to the ROW, WisDOT will not take steps to prevent these crossings. When safety and highway maintenance are compromised, then WisDOT will take action to block ATV access and seek law enforcement assistance if needed.

Operators' role in protecting public assets



In addition to reducing the risk of a crash, another important reason for ATV operators to cross state highways at existing driveways, local roads, and permitted trail crossings is to minimize highway ROW damage. When ATVs destroy vegetation or cause rutting, it may lead to embankment erosion and clogged ditches. If ATVs deposit loose gravel and dirt onto the highway surface, it may lead to safety issues, especially for motorcycles.

On the right are pictures of illegal crossings and the resulting damage. If the operator(s) responsible for the damage cannot be found, then taxpayer dollars must be used for repairs, which reduces funding that could be used to perform regular highway maintenance. If the

operator(s) can be identified, then they may be liable for up to three times the cost to repair the damage under Wis. Stat. [s. 86.02](#).

For everyone's safety and well-being, WisDOT recommends that ATVs cross state highways at existing driveways and road/street intersections.

Are permits needed for ATV crossings?

WisDOT permits **are not required** in the following situations because vehicular crossings already exist:

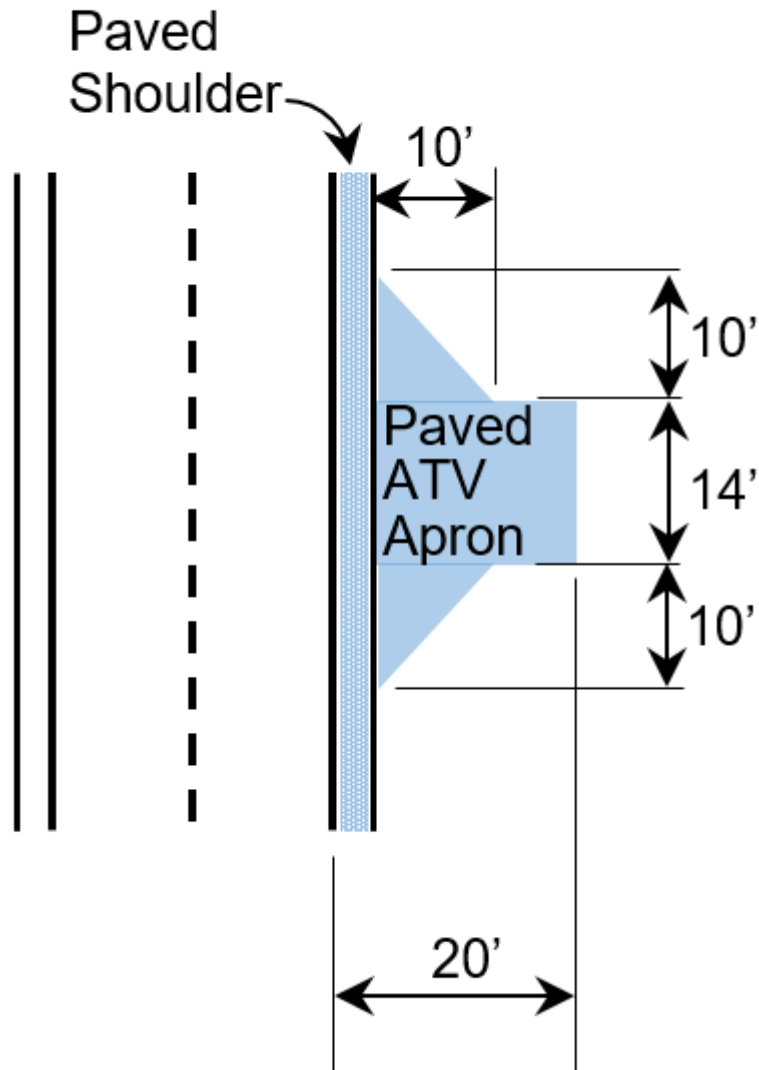
- At town, village, city or county road crossings. For example, ATV routes and trails crossing state highways.
- From a driveway on one side to a local road on the other side (or vice-versa).
- From a driveway on one side to a driveway on the other side.

WisDOT permits **are required** in the following situations:

- Where no current vehicular crossing currently exists. For example, a new trail crossing from public/private property to public/private property.
- At a T-intersection where a new trail on public/private property would cross a state highway to a local road.
- Fixing or making improvements to an existing trail connection.

- Any time excavation, work, or improvement installation occurs in the ROW

ATV Paved Apron Detail



WisDOT will require installation of a paved apron where an ATV trail connects to the roadway of a state highway. An apron is needed to prevent maintenance issues such as gravel or mud deposits on the roadway surface and to reduce the risk of damage to wing blades when plowing snow. WisDOT may waive or temporarily suspend this requirement if appropriate.

A detail drawing will be required as part of the permit. An example is provided showing typical apron dimensions. These dimensions may vary depending on topography, geology, and other local conditions. Consult with WisDOT for apron requirements in areas that have curb and gutter.

[ATV route sign permitting](#)



ATV route signs are required on state highways in order for ATVs to legally operate on them. A traffic signing permit is also required from WisDOT. The application [form](#) may be filled out by a local government elected official or employee, or a county highway department may fill it out for the local government. **Send the completed permit application to the [transportation region office](#) along with a copy of the approved ATV ordinance(s).**

The permit application must include a map or sketch showing the general location of the signs. Once approved, the permittee orders the signs and related materials. County highway departments typically install signs on state highways since they have expertise with the [Wisconsin Manual of Uniform Traffic Control Devices](#) (WMUTCD) and install many WisDOT signs. A municipality may install the signs or hire a licensed contractor with WMUTCD expertise upon prior WisDOT approval. All signs erected must comply with the WMUTCD.

Special ATV route signing



Under Wis. Stat. [s. 23.33\(8\)\(e\)3.](#), a town, village, city or county may erect a sign on any highway that crosses its territorial boundary to alert motorists that all highways under its jurisdiction have been designated as ATV routes. On state highways, WisDOT approval is not needed, but a traffic signing permit is still required. The D11-10A sign — similar to the one shown on the left — may be used. The sign size on state highways is 36" x 36." WisDOT will review a town, village, city or county ATV ordinance to verify that it has designated all of its roads as ATV routes prior to granting permit approval to erect the sign on a state highway.



Smaller sign sizes may be used on local highways. A white sign with black letters (regulatory sign) may also be used as shown on the right. Consult the person in charge of road maintenance or a county highway department for more information on local road signing.

It is important to understand that these signs only apply to town, village, city or county roads **under its jurisdiction** — not all roads within a municipality or county. For example, a sign with the message, “ALL ADAMS COUNTY ROADS ARE ATV ROUTES EXCEPT AS POSTED,” only applies to county-maintained roads — not all town, village or city roads located within Adams County. ATV routes within those jurisdictions would require separate signing at

their boundaries.



If the D11-10A sign is used, a "NO ATV TRAFFIC" sign (R5-51) may be displayed on any highway where ATVs are prohibited. Since it is a regulatory function, a white sign with black letters must be used. An example is shown on the right. The size on state highways is 24" x 24."



Note: The R9-16 sign shown on the left was recently approved for use in the Federal MUTCD on 12/19/23. WisDOT is reviewing the updated MUTCD to determine which revisions will also be implemented into WisDOT's MUTCD. At this time, however, the sign cannot be used on Wisconsin highways.

ATV route signing - Frequently asked questions

WisDOT has received many questions regarding ATV route signing both on state and local highways. To guide local units of government and ATV clubs on appropriate ATV route signing, this “frequently asked questions” webpage has been established. As more questions are asked of WisDOT, the questions and answers will be posted.

1. **Do local units of government have to follow the WMUTCD for ATV route signing?**
 - A. Yes, the WMUTCD must be followed on all state and local highways. Per Wis. Stat. [s. 349.065](#), local authorities shall place and maintain traffic control devices

upon highways under their jurisdiction to regulate, warn, guide or inform traffic. The design, installation and operation or use of new traffic control devices placed and maintained by local authorities after the adoption of the uniform traffic control devices manual under Wis. Stat. [s. 84.02\(4\)\(e\)](#) shall conform to the manual. After January 1, 1977, all traffic control devices placed and maintained by local authorities shall conform to the manual.

2. Why is it important to only use signs that are recognized in the WMUTCD?

- A. It provides consistency for all motorists that travel on all highways throughout the United States. Homemade signs may be hard to read or confuse some motorists. Most importantly, these signs may not be deemed as official if their validity was challenged in court.



3. May the ATV/UTV word signs or ATV/UTV symbol signs shown in pictures (1) or (2) be used on state or local highways?

- A. No. Neither one of these signs is recognized in the WMUTCD. Only the D11-10 sign in picture (3) may be used. It is also applicable to UTVs.

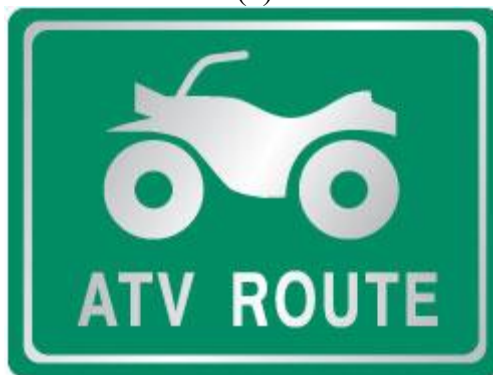
(1)



(2)



(3)



4. May an ATV route sign be erected on the same post as a STOP sign?

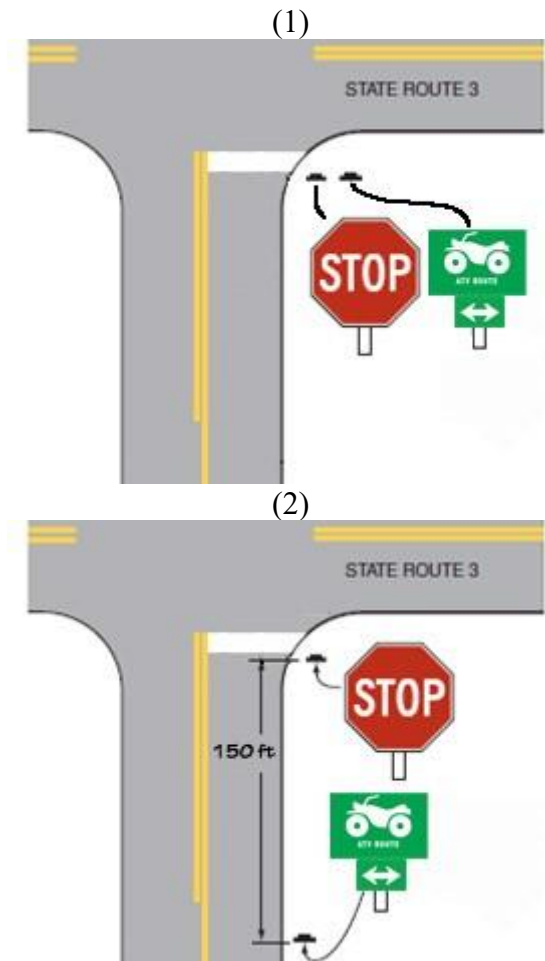
- A. No. It must be on a separate post. No other sign should interfere with the regulatory importance of a STOP sign. Mount ATV route signs on their own post — not on an existing sign post, utility pole, fence post, etc.

5. **May an ATV route sign be placed next to a STOP sign?**

- A. Yes. See diagram (1) below.

6. **How far in advance of a STOP sign should an ATV route sign be placed?**

- A. 150 feet. See diagram (2) below.



7. **What is the offset from the edge of pavement that an ATV route sign should be placed?**

A. See question 9.

8. **What height should an ATV route sign be placed?**

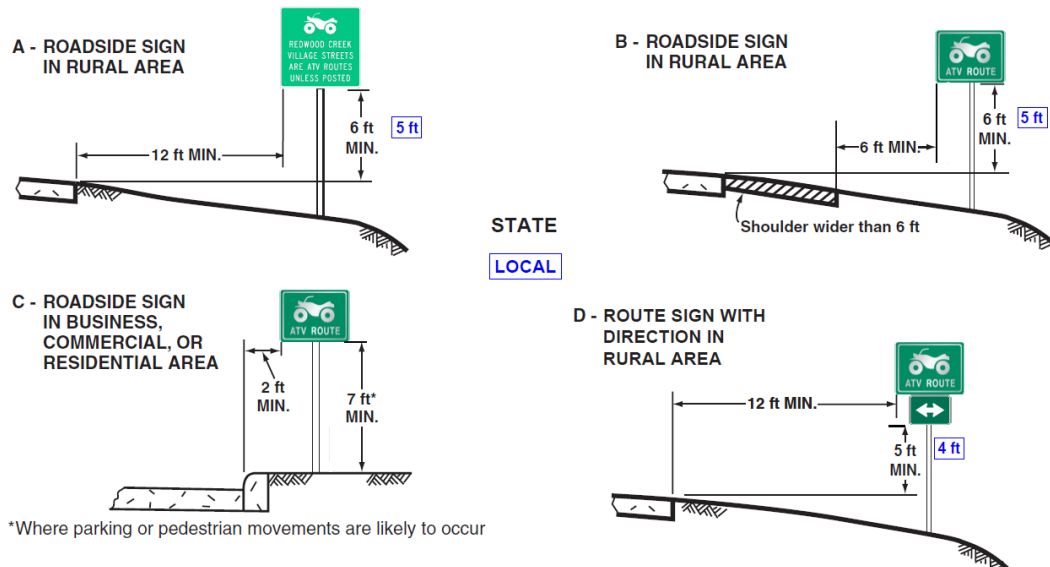
A. See question 9.

9. **What height should a ATV route sign with an arrow assembly be placed?**

A. For questions 7-9, see the diagrams in Figure 2A-2 below (amended from the Federal MUTCD).

Figure 2A-2. Examples of Heights and Lateral Locations of Sign Installations

Note: Height and offset tolerance is $\pm 6.0"$



Exception: On conventional roads in areas where it is impractical to locate a sign with the lateral offset prescribed by Section 2A-19 of the 2009 MUTCD, a lateral offset of at least 2 feet may be used. Minimum of 3 feet is preferred on rural roads due to snow plowing.

Signs are to be mounted so as to project 1" to 1-1/2" above the top of the post.

In the picture below, the ATV route sign is placed too low and may pose a hazard if struck by an errant vehicle or motorcycle. The sign must also be placed on its own

post.



10. **May the ATV symbol be used on an ATV speed limit sign?**

A. See question 11.

11. **May an ATV speed limit sign have green letters on a white background?**



(2)



(3)



(4)



- A. No for questions 10 and 11. The ATV symbol is only recognized in the WMUTCD for guide signs (white lettering on a green background). A speed limit sign is a regulatory sign. It must have black lettering on a white background. The correct design for an ATV limit sign is (4) above.

12. Where does the D11-10A sign need to be placed, i.e., at a municipal or county border, or at the beginning of the ATV route?

- A. Near the border. Under Wis. Stat. [s. 23.33\(8\)\(e\)3.](#), “[a] town, village, city, or county may erect a sign on each highway that crosses its territorial boundary in a position to be viewed by motorists **as they enter the town, village, city, or county.**”

13. May a town, village or city install ATV route signs on a county road?

- A. Maybe. The maintaining authority of the highway decides who erects ATV route signs on its roads.

14. Do I need a permit to put up ATV route signs?

- A. On state highways, yes. The WisDOT region office will issue the permit. On municipal and county highways, contact the maintaining authority of the highway.



15. If a route on a local road continues straight at an intersection with a state highway, can you just erect the up arrow, or do you need an ATV route sign and the arrow?

- A. While an ATV route sign in addition to the up arrow is preferred, on local highways the up arrow by itself would be adequate. On a state highway, the arrow cannot be by itself.

16. Do you have examples of ATV route signing diagrams?

- A. Yes. Select any of the examples below.

[Example 1](#) - Bridge crossing

[Example 2](#) - 35 mph speed limit or less and D11-10A signing

[Example 3](#) - Bridge crossing, 35 mph speed limit or less, and D11-10A signing

[Example 4](#) - Close-up of Example 3



17. **When should the PREFERRED sign be used with an ATV route sign?**

A. Wis. Stat. [s. 23.33\(8\)\(e\)5](#). allows a municipality or county to designate a preferred route and erect signs marking the route over highways under their jurisdiction that have been designated as ATV routes.

18. **Are U-channel posts okay to use to mount ATV route signs?**

A. Yes, if installed in accordance with the MUTCD. The WMUTCD did not change the language from the Federal MUTCD. From Section 2A.19, Paragraph 2: "Post-mounted sign and object marker supports shall be crashworthy (breakaway, yielding, or shielded with a longitudinal barrier or crash cushion) if within the clear zone."

Section 1A.13 of the MUTCD defines crashworthy: "Crashworthy—a characteristic of a roadside appurtenance that has been successfully crash tested in accordance with a national standard such as the National Cooperative Highway Research Program Report 350, "Recommended Procedures for the Safety Performance Evaluation of Highway Features."

FHWA has issued eligibility letters for sign supports that have passed National Cooperative Highway Research Program Report 350 (NCHRP 350). These letters may be found at this [link](#).

On January 1, 2020, NCHRP 350 was superseded by the Manual for Assessing Roadside Hardware (MASH). FHWA is issuing eligibility letters for sign supports that pass MASH. These letters may be found at this [link](#). There are only two letters currently published there. WisDOT's understanding is that both perforated square steel tube post and U-channel posts have passed MASH, and that FHWA just needs to get the letters written and published.

19. **Our municipality has developed an ATV ordinance that prohibits ATV operation during the hours of 12AM to 7AM, and proposes ATV speed limits on highways. Understanding the route signing requirements under Wis. Stat. s. 23.33, may signs be erected that would also include these hour restrictions and speed limits as part of the signs?**

- A. No. A municipality or county has the authority to impose hours of operation and speed restrictions in their ordinance. However, those restriction messages, if used, should be posted on supplemental signs using the correct regulatory color scheme - black letters on a white background. They cannot be included on a D11-10 (left) or D11-10A sign (center). Generally, guide signs and regulatory signs should be on separate posts. In this case, it may be better to place the hours' restrictions underneath the D11-10 sign as a plaque, but still black-on-white so it is regulatory like the example (right). The ATV speed limit sign shown in question 11 #4) may be on a separate post to the right of these signs.



20. **Our municipality has an ordinance that designated all of our highways as ATV and snowmobile routes. Can the D11-10A sign be modified to include this message as shown in picture (1)?**

- A. No. That particular sign is not allowed in the WMUTCD. However, a white sign with black letters (regulatory sign) could be made without the symbols as shown in picture (2).



(1)



(2)

21. We have several roads with double STOP signs, e.g., signs on both sides of the road as shown in picture (1). Is it okay to place ATV route signs as shown in pictures (2) and (3) below?

A. Yes to both situations. This is similar to question 5 only the ATV sign is facing the opposite direction.



(1)



(2)



(3)

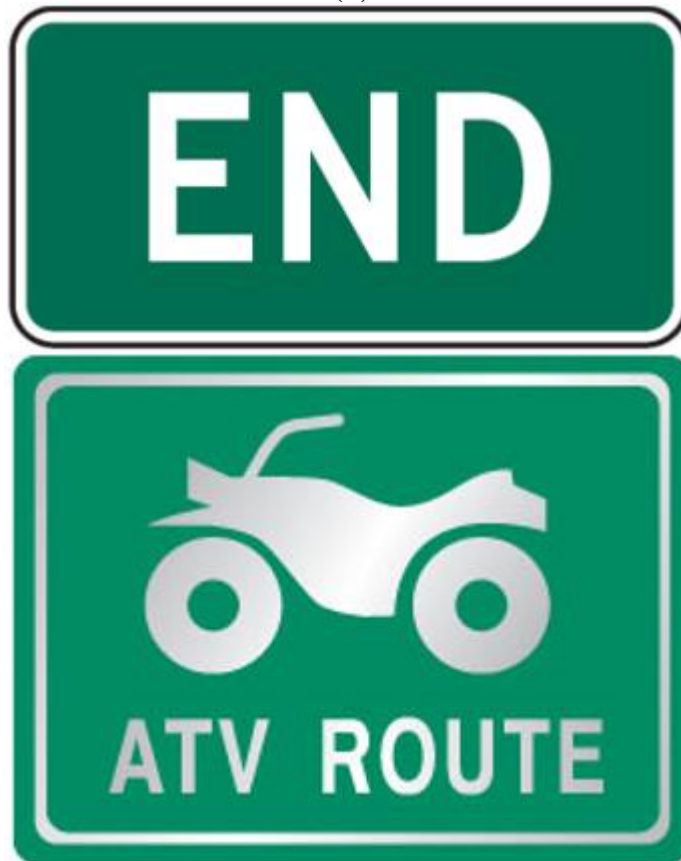
22. Where should the ATV Route "END" sign be placed?

- A. On top as in picture (2) and not in combination as in picture (3). Also, the MK4-6 sign is "END" not "ENDS."

(1)



(2)



(3)



23. **Our town has designated all of its roads as ATV routes and wants to use the D11-10A sign on all town roads. If we erect a D11-10A sign near the boundary, what signs would we need to install on the other side of the town road if the neighboring town does not allow ATVs on its roads?**
- A. You would need to erect the MK4-6 sign and the D11-10 sign as shown in question 22, picture (2).

24. **Are NO ATV TRAFFIC (R5-51) signs required on a highway that is not designated as an ATV route if it intersects a road that is designated as an ATV route?**
- A. No. However, if ATVs are operating on the non-designated highway, NO ATV TRAFFIC signs should be erected. This is referenced in Wis. Stat. [s. 23.33\(8\)\(e\)4.](#)

25. **A county highway department is requiring the use of the NO ATV TRAFFIC sign in combination with placing a D11-10A sign on every county highway at the mutual county/town boundary since ATVs are not allowed on county roads. Is this permitted? Doesn't Wis. Stat. s. 23.33(8)(e)6. state that, "If a town, village, city, or county erects and maintains signs under subd. 3., the department may not require the town, village, city, or county to erect any additional signs marking the all-terrain vehicle routes within the town, village, city, or county."**

- A. Under s. 23.33(8)(e), . was developed to allow a municipality or county to erect a sign on each highway that crosses its territorial boundary to alert motorists that all

highways in the municipality or county have been designated as ATV routes. If D11-10 signs are erected, then a municipality or county does not have to erect signs on all ATV routes as required in [subd. 2](#). Subd. 6., however, does not refer to the R5-51, which is a regulatory sign prohibiting ATV operation. In addition, "the department" refers to the Department of Natural Resources, not a county highway department (CHD). Since the CHD has jurisdiction over the county highways it maintains, it may require R5-51 signs on those highways.

26. Are D11-10A signs mandatory on state and county trunk highways?

- A. No. Wis. Stat. s. 23.33(8)(e)3., states "may," which is not mandatory. If a municipality has designated all roads under its jurisdiction as ATV routes, the municipality has the option to erect D11-10A signs only on those municipal roads:

*3. If a town, village, city, or county designates all highways under its jurisdiction as all-terrain vehicle routes under par. (b)2., the town, village, city, or county **may** erect a sign on each highway that crosses its territorial boundary in a position to be viewed by motorists as they enter the town, village, city, or county. The signs shall alert motorists that all highways under the jurisdiction of the town, village, city, or county have been designated as all-terrain vehicle routes.*

27. If a municipality uses D11-10A signs and it also "authorizes the operation" of ATVs on a STH where the posted speed limit is 35 MPH or less, are D11-10 signs also required?

- A. Yes. D11-10A signs may be used when a municipality designates all roads/streets under its jurisdiction (maintained by the municipality) as ATV routes under Wis. Stat. s. 23.33(8)(b)2. D11-10 signs are required to denote the 35 MPH (or less) zone limits for ATV operation on a STH under Wis. Stat. s. 23.33(11)(am)4. See this [diagram](#) for two signing examples.

28. As a result of a recently passed ordinance, a municipality is requiring that our ATV club pay for ATV route signing that will be installed on various roads within its boundaries. We have several businesses that want to help pay for these signs but would like a "sponsorship" sign to also be installed. Getting the extra support from businesses would be a huge help to offset the club's costs for the sign materials and installation. Is this possible?

- A. No. Only signs that are for guidance and warning of traffic are allowed within highway right-of-way under Wis. Stat. s. 86.19(1) Therefore, sponsorship signs placed next to ATV route signs would be prohibited and subject to removal.

Contact WisDOT

► For **specific** questions regarding your ATV situation, click on [transportation region office](#) to see a state map with region boundaries and office contacts, telephone numbers and email addresses.

For general questions regarding WisDOT ATV policy or this website, contact:

Bob Fasick

Wisconsin DOT

Bureau of Highway Maintenance

4822 Madison Yards Way, 5th Floor South

Madison, WI 53705

(608) 266-3438

robert.fasick@dot.wi.gov



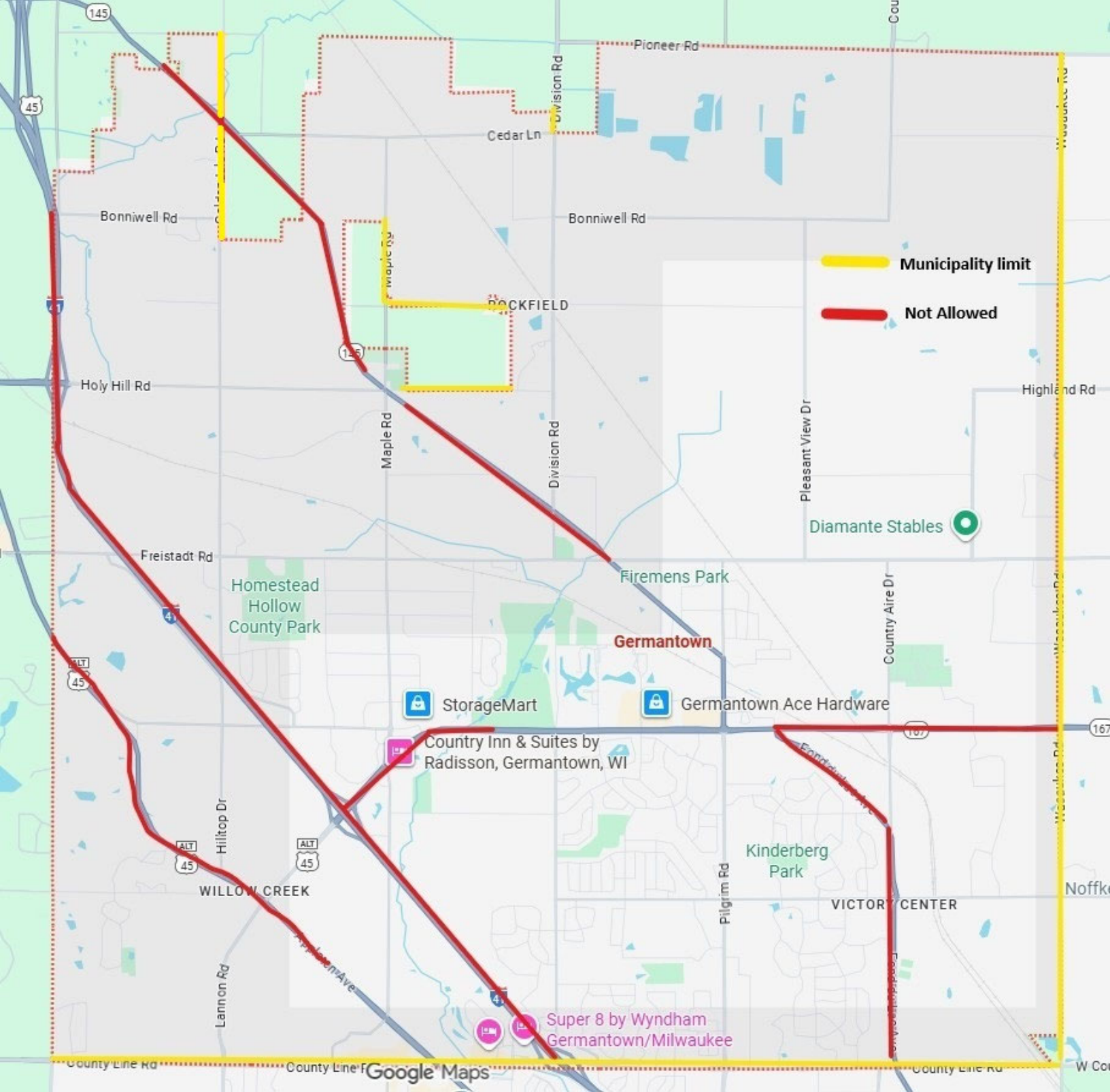
Stay safe on the road

Whether driving a car or operating an ATV, it's important to always eliminate distractions, be patient and stay focused.

- Motorists who encounter ATVs on the road should slow down and wait for a safe opportunity to pass.
- ATV riders should always be aware of their surroundings, stick to authorized areas and always use helmets and protective gear.

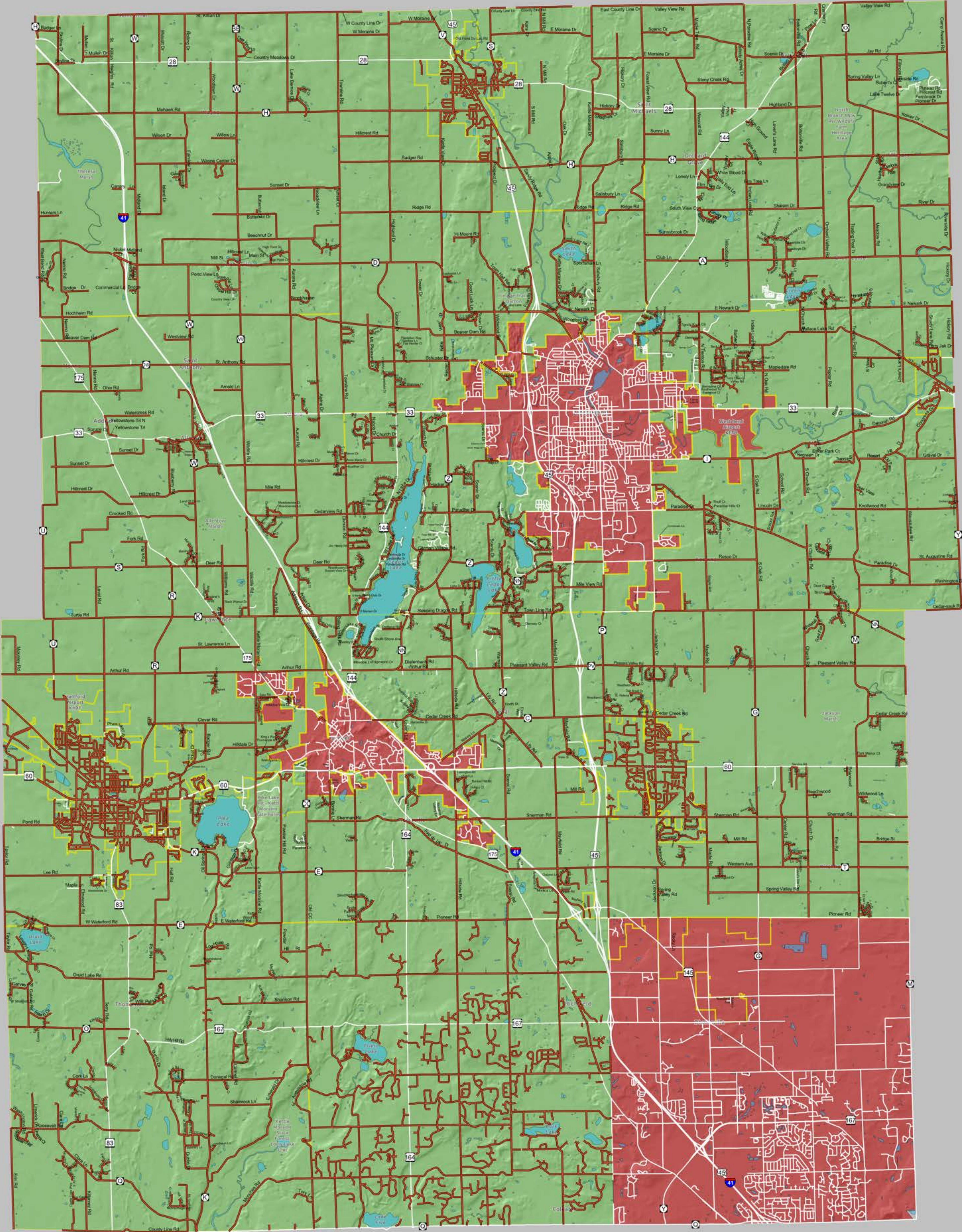
The [Wisconsin DNR](#) publishes additional resources on ATV safety and registration.

Additionally, interested parties can help spread the word by displaying the [Share the Road](#) flyer (pictured right).





APPROVED ON-ROAD ATV/UTV ROUTES IN WASHINGTON COUNTY, WI



— ATV/UTV use approved
— Municipal Boundary



Map produced May, 2025
Washington County GIS
This map is subject to errors and omissions and is not
certified by Washington County

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: October 20, 2025

PLACEMENT: Presentation

ITEM TITLE: Update on 2026 Proposed Budget (DISCUSSION)

SUBMITTED BY: Matthew Uselding, Finance Director

SUMMARY EXPLANATION:

Village of Germantown – 2026 Budget Update

On October 8 and October 14, the Village Board held Committee of the Whole meetings to review recommended changes from the Oversight Committees in September. Key actions taken at these meetings are summarized below.

October 8 – State Transportation Aid Allocations

The Board approved an amendment to the proposed 2026 Budget reflecting staff-recommended allocations of additional State Transportation Aid, as detailed in the State Transportation Aid Allocation Options Memo.

Approved Allocations:

- \$1,500 – Install pump at Weidenbach Pond
- \$109,000 – Move interest to Capital Reserve
- \$11,060 – Recreation Program Supplies
- \$6,000 – Library Program Supplies & Expenses
- \$20,000 – Library Gutter Seam Repair
- \$10,000 – Village Hall Water Heater
- \$8,100 – Five rifles included in the 5-Year CIP

In addition, the Village Board made changes to the 2026 Capital Budget.

Corresponding Capital Budget Reductions:

- Remove 25 Rifle Lights – \$10,500
- Remove Additional Drone – \$7,000
- Remove Police Annex Doors Replacement – \$6,000
- Remove Truck Hydraulic Lines – \$8,000
- Remove Enclosed Snow Blower – \$50,000
- Remove Mequon Road Hanging Baskets – \$4,000

- Remove Trailer Air Compressor – \$30,000
- Reduce Sidewalk Tractor Allocation – \$122,000

October 14 – General Fund Budget Adjustments

Further changes to the **2026 General Fund Budget** were approved:

- Remove Recreation Copier Funds – \$(5,000)
- Reduce Highway Professional Development – \$(9,000)
- Reduce Highway Overtime Allocation – \$(15,000)
- Reallocated Capital Projects back to the General Fund to reduce Capital Borrowing

2026 General Fund Budget Overview

- Total Budget: \$22.84 million (+3.53% from 2025)

Primary Funding Sources:

- Property Taxes: \$13.1 million (57%)
- State Aid: \$4.42 million (19%)
- Fees & Charges: \$2.56 million (11%)
- Other Revenues: 13%

Property Tax Impact:

- 2025 Mill Rate: 4.54
- 2026 Recommended Mill Rate: 4.58 (+\$0.04 per \$1,000 of assessed value)
- Impact on Average Home (\$452,000): \$25/year (\$2/month)

Major Investments in 2026

Public Safety – \$12.45 million (55%)

- 42 sworn Police personnel
- 27 sworn Fire personnel

Public Works – \$5.95 million (26%)

- Road maintenance & reconstruction
- Snow removal

- Tree, building, and park maintenance

Debt & Capital Planning

Planned 2026 Borrowing by Department:

Department	Cost
Clerk	\$17,000
DPW	\$6,276,400
Library	\$10,000
Parks & Recreation	\$78,000
Public Safety	\$10,638,000
Total	\$17,019,000

Major Projects:

- Divisions Road – \$3.0 million
- Road Program – \$1.62 million
- Fire Station Renovation – \$6.5 million
- PD Building Design – \$3.0 million

Estimated 2027 Tax Impact from 2026 Borrowing:

- 2026 Mill Rate: 4.5795
- 2027 Mill Rate: 5.0122 (+**0.4327**)
- Impact on Average Home: \$195.58/year
- Debt service is spread over 5, 10, and 20 years to limit tax impact.

Resident Engagement

- Budget discussions at Committee of the Whole and Finance Committee (broadcast and recorded)
- **Public Hearing:** November 17, 2025 at 7:00 PM, Village Hall Boardroom
- Residents encouraged to share feedback with staff and elected officials

ATTACHMENT:

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: October 20, 2025

PLACEMENT: Action Item

ITEM TITLE: Estimated Cost to Construct a New Police Station on the Site of the Former Public Works Buildings (ACTION)

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

At their October 6th meeting, the Public Safety Committee discussed next steps towards the construction of a new Police Facility. Staff provided updated cost estimates for construction of a new facility at the location of the former Public Works facility and recommended that the Board direct staff to issue a Request for Proposal for design services for a new facility at that location. The Committee voted to forward the item to the full Village Board without recommendation and asked staff to provide additional information to the Board.

The attached documents and PowerPoint presentation include the information requested.

ATTACHMENT:

1. VB Presentation on Police Facility Next Steps 251020
2. PSC Police Station Memo 251006
3. DPW Site_Concept Layout Grading Utilities_R1-42x30
4. Police Department Budget Revised Estimate 251006
5. PSC Graef Amendment Memo 250707
6. Graef_PRA_Moore Report 241021

STAFF RECOMMENDATION:

Direct staff to issue and RFP for design of a new Police facility on the site of the former DPW building.

ACTION BY COMMITTEE:

Next Steps Toward Construction of a New Police Station

Village Board Meeting
October 20, 2025

Requests from Public Safety Committee

- Summary of 2024 Study
- Additional Information on Former Kwik Trip Site
- Heat Map of Police Calls
- Cost for Current Site Renovation/Expansion Estimate
- Map of Village Owned Sites
- Map of Properties for Sale
- Process and Cost to Review/Select Alternative Site

Summary of 2024 Study

- Reviewed two sites for Police Building and one site for a Public Safety Facility
 - Former DPW Site
 - Former Kwik Trip Site
 - Former Benz Oil Site
- Consultant and Staff Recommend 64,000 Square Foot Facility on Former DPW Site

Previously evaluated: Old Kwik Trip Parcel (GTNV_291978)

- Previously evaluated for a Police building.
- Determined to be too small for a 30,000 sq/ft facility.
 - Need > 5 acres
- Possible geotechnical/bedrock issues.
- Phase 1 environmental assessment recommended.
- Maple Rd access concerns.
- Water and sewer available.

[Go Results](#)

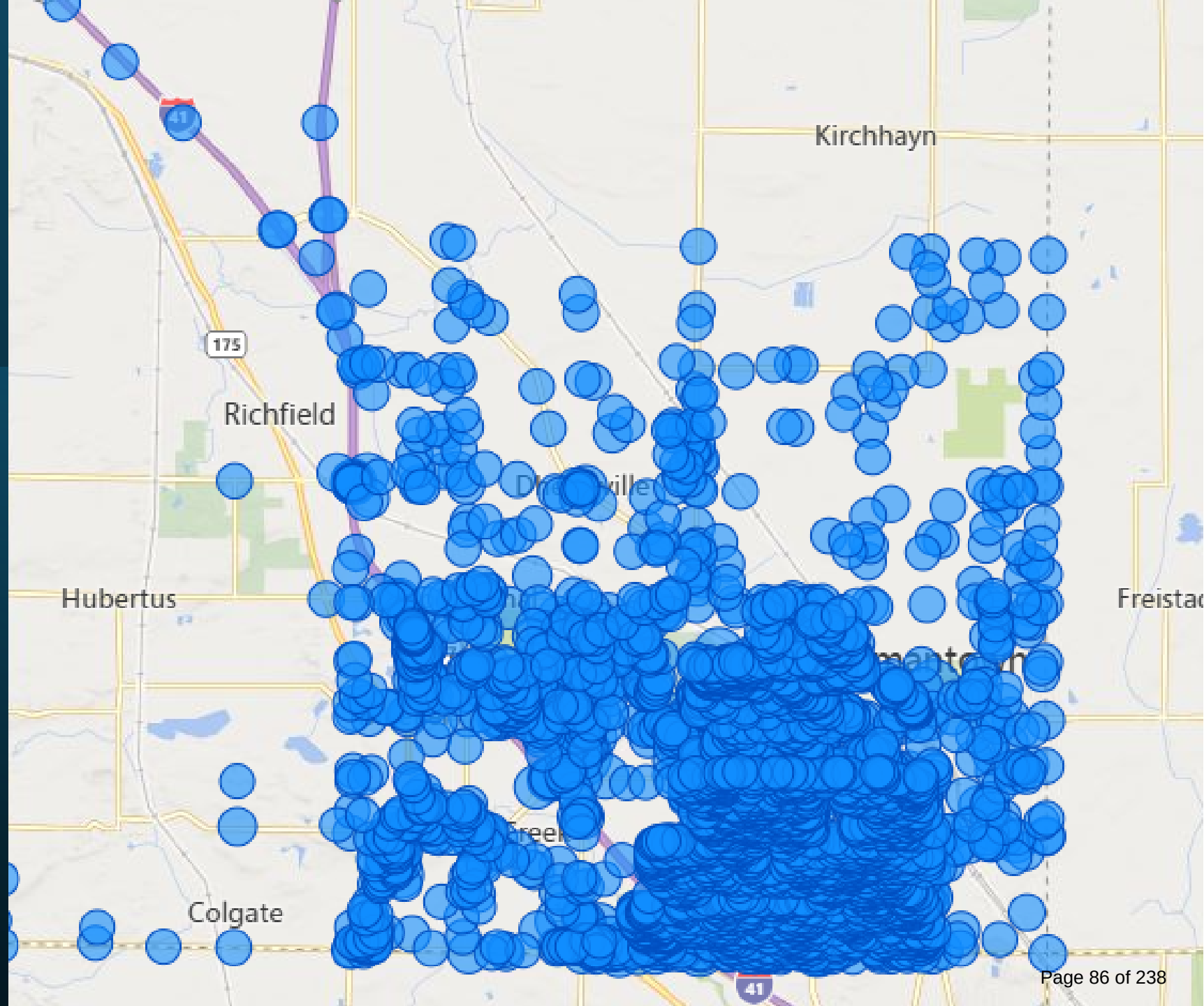


Not evaluated: Both Kwik Trip Parcels

- Kwik Trip also owns GTNV_291959 to the south of the old gas station parcel.
- Same considerations as the single parcel, plus:
 - Closer to the 5 acres, but an oddly shaped site when taken together.
- Commerce Road re-route or closure
 - Cost associated with re-routing the road.
 - Impact on other businesses
 - Best Western, Habitat for Humanity ReStore, Grand Appliance, etc.



Heat Map of Police Calls



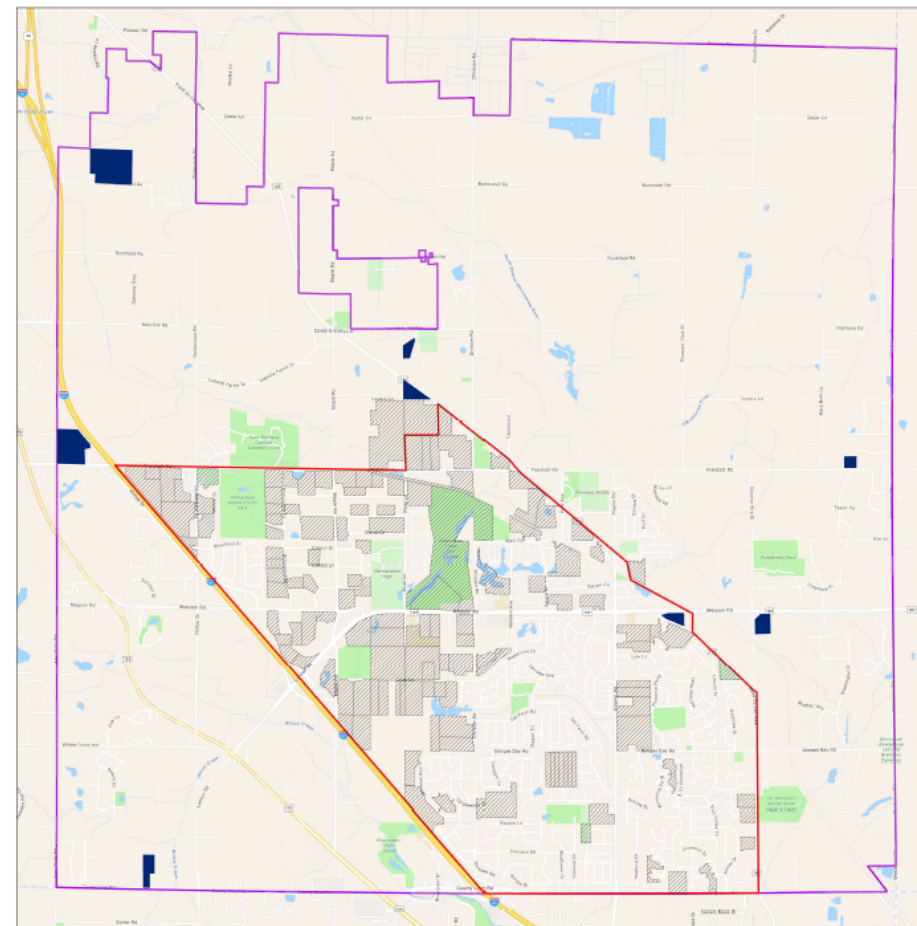
Cost to Obtain Estimate to Renovate/Expand Current Police Location

Graef/PRA/Moore:

Review the feasibility, staging plan and prepare a cost estimate to renovate and expand the current police station. Using the information from the current design of the Public Safety Building, develop a design for a major addition to the current police station. Review initial design with Chief Merten and then finalize plans to develop cost estimates. (\$14,300)

Map of Properties for Sale

Parcels 5 Acres or Larger within Search Boundary



Legend

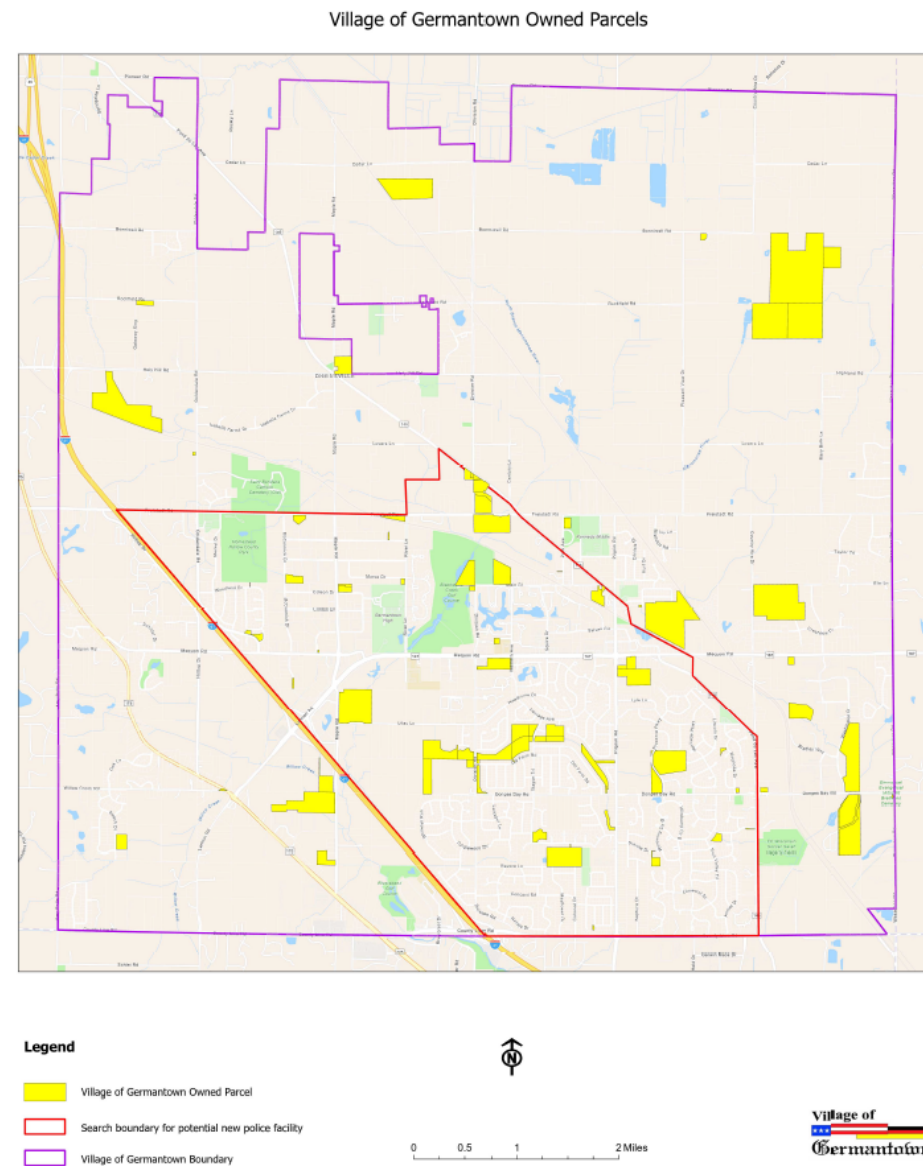
- 5 acre or larger parcel currently on sale
- 5 acre or larger parcel within search boundary
- Search boundary for potential new police facility
- Village of Germantown Boundary



0 0.5 1 2 Miles



Village Owned Properties



Site Search Cost/Processes

- Cost depends on number of properties reviewed.
- Review properties not currently for sale?
- Retain a real estate broker for negotiations?
- Utilize Graef/PRA/Moore team to evaluate sites.
- Site selection criteria
 - Access to call locations
 - Suitability of neighborhood
 - Site geometry
 - Cost

Staff Recommendation

Direct staff to issue RFP for design of a new Police Facility on the site of the former DPW building.

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: October 6, 2025

PLACEMENT: Action Item

ITEM TITLE: Estimated Cost to Construct a New Police Station on the Site of the Former Public Works Buildings (ACTION)

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

At the July 7th meeting, the Public Safety Committee directed staff to update estimates of the cost to construct a new police station on the site of the former Public Works building. I have attached a high-level site plan for the station, and a detailed breakdown of the cost estimate. Total estimated project costs for a new station on this site are \$31.7 million. The estimated cost for the project has increased by \$1.7 million from the estimate provided 5.7% from the 2024 estimate. The project cost estimate includes the cost (\$2.3 million) of extending water and sewer to the site. The costs of extending sewer and water to the site are partially offset by site preparation costs that are lower than likely for other sites due to favorable topography and well-known site conditions.

The site also meets the operational needs of the Police Department. Space available on the site allows for a favorable layout of indoor and outdoor facilities. In addition, the location provides efficient access to Interstate 41 and other areas of the Village with a high call volume. Furthermore, the site would reduce the need for police squads to travel through residential neighborhoods en route to calls. The only other site the Village currently controls that could meet the Police Department's operational needs is their current location.

The Village has been discussing construction of a new police station for over twenty years. Recent planning efforts have been underway for almost two years. Assuming a 5% inflation rate, the cost of the project will increase by more than \$1.5 million each year it is delayed. I am requesting that the Public Safety Committee forward this issue to the Village Board with one of three possible recommendations:

1. Direct staff to proceed with an RFP for Design Services for a new police station on the site of the former public works building, with construction to start in 2027.
2. Direct staff to amend the contract with Graef/PRA/Moore to review the feasibility of renovating and expanding police facilities on their current site, including a staging plan and cost estimates.
3. Direct staff to begin a search process to identify a parcel the Village may be able to purchase for construction of a police station.

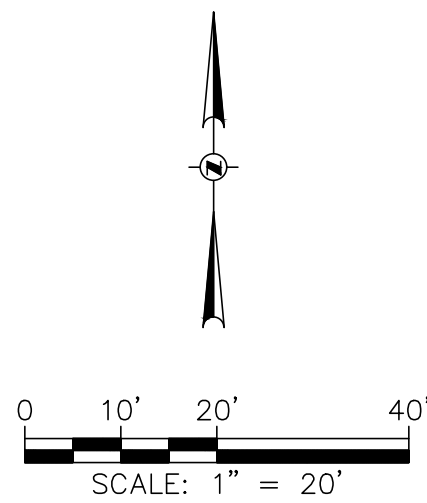
ATTACHMENT:

1. DPW Site_Concept Layout Grading Utilities_R1-42x30
2. Police Department Budget Revised Estimate 251006

STAFF RECOMMENDATION:

Forward this item to the Village Board with a recommendation to direct staff to proceed with an RFP for Design Services for a new police station on the site of the former public works building, with construction to begin in 2027.

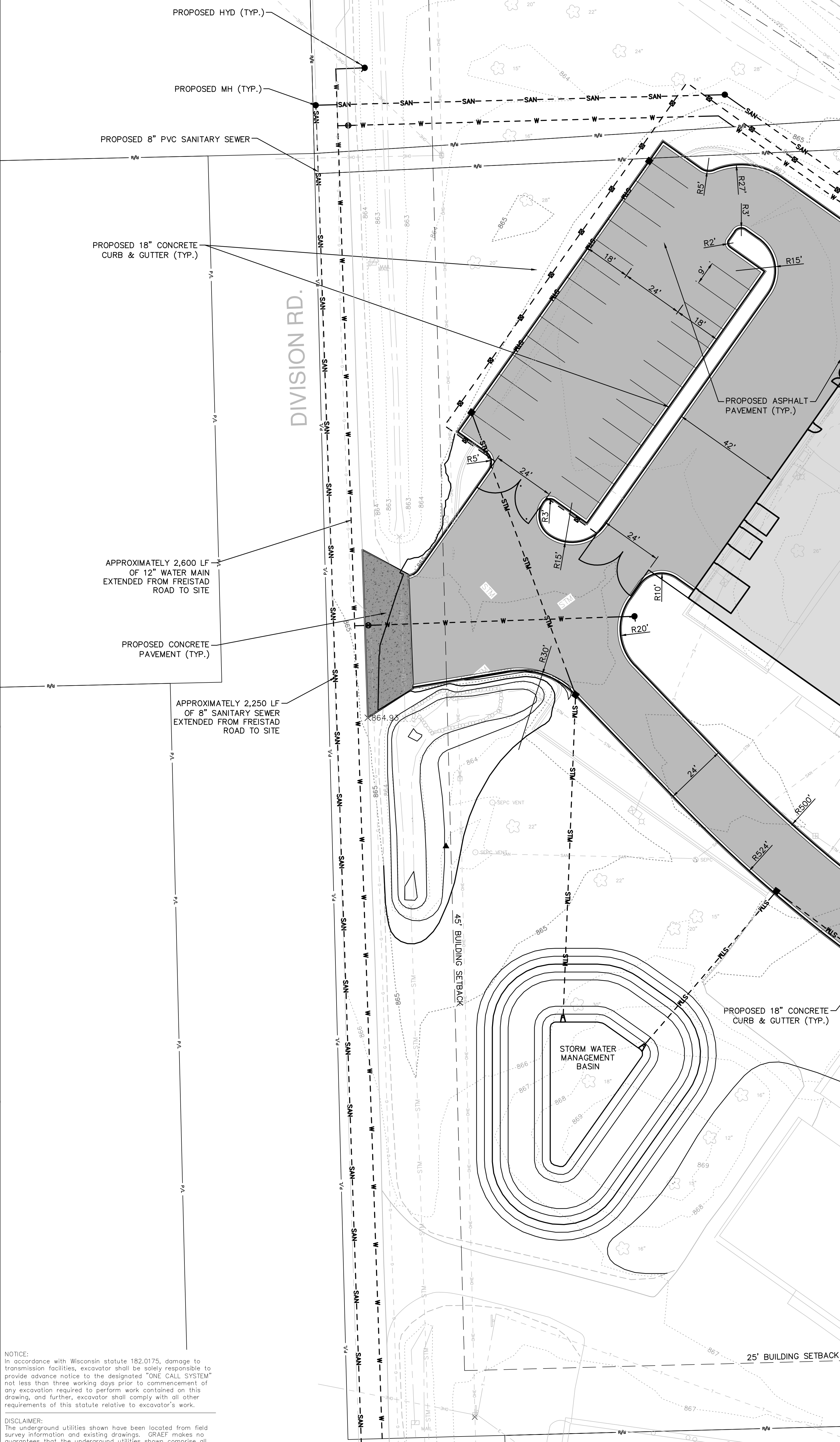
ACTION BY COMMITTEE:



LEGEND

- 100--- EXISTING CONTOUR
- 100--- PROPOSED CONTOUR
- PROPOSED VERTICAL CURB
- PROPOSED STRUCTURAL RETAINING WALL
- (R) PROPOSED ADA RAMP WITH TRUNCATED DOMES
- PROPOSED ASPHALT PAVEMENT
- PROPOSED PAVER PLAZA
- STM--- PROPOSED STORM SEWER
- SAN--- PROPOSED SANITARY SEWER
- W--- PROPOSED WATER MAIN
- PROPOSED MANHOLE
- PROPOSED CATCH BASIN
- ⊙ PROPOSED GATE VALVE
- ▼ PROPOSED HYDRANT

PROPOSED BUILDING
F.F.E. = 878.00
L.L.E. = 864.00



NOTICE:
In accordance with Wisconsin statute 182.0175, damage to transmission facilities, excavator shall be solely responsible to provide advance notice to the designated "ONE CALL SYSTEM" not less than three working days prior to commencement of any excavation required to perform work contained on this drawing, and further, excavator shall comply with all other requirements of this statute relative to excavator's work.

DISCLAIMER:
The underground utilities shown have been located from field survey information and existing drawings. GRAEF makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. GRAEF further does not warrant that the underground utilities shown are in the exact location indicated. GRAEF has not physically located the underground utilities.

DRAFT - NOT FOR CONSTRUCTION

Village of Germantown
Police Department
Budget #2 Summary



Description		Building	Site Improvements	TOTALS
Gross Area (SF)		63,179	63,179	63,179
Sitework		\$128,254	\$1,309,802	\$1,438,056
Concrete		\$1,100,239	-	\$1,100,239
Precast Concrete		\$957,628	-	\$957,628
Masonry		\$1,315,458	-	\$1,315,458
Metals		\$1,262,142	-	\$1,262,142
Carpentry		\$715,275	-	\$715,275
Doors & Hardware		\$612,000	-	\$612,000
Glass and Glazing		\$393,825	-	\$393,825
Moisture & Thermal Protection		\$1,762,924	-	\$1,762,924
Drywall		\$751,109	-	\$751,109
Acoustical Ceilings		\$209,902	-	\$209,902
Flooring		\$450,813	-	\$450,813
Painting		\$240,943	-	\$240,943
Specialties		\$213,689	-	\$213,689
Signage		\$85,000	-	\$85,000
Equipment		\$137,250	-	\$137,250
Fire Protection		\$252,716	-	\$252,716
Plumbing		\$821,327	-	\$821,327
HVAC		\$2,863,981	-	\$2,863,981
Electrical		\$2,843,055	-	\$2,843,055
2026 & 2027 Construction Escalation 8%		\$1,369,402	\$104,784	\$1,474,186
Subtotal		\$18,486,931	\$1,414,586	\$19,901,517
General Conditions	8.0%	\$1,478,954	\$113,167	\$1,592,121
Bed Rock Blasting/Over Excavation/Lean Mix Contingency		\$0	250,000	\$250,000
Subtotal		\$19,965,885	\$1,777,753	\$21,743,639
Construction Management Fees				
Construction Management Fee	5.0%	\$998,294	\$88,888	\$1,087,182
Libability Insurance	0.85%	\$178,196	\$15,866	\$194,062
Performance Bond	1.00%	\$317,136	\$28,238	\$230,249
Contingency	10%	\$1,996,589	\$177,775	\$2,174,364
Total Costs		\$23,456,099	\$2,088,520	\$25,429,495
OTHER ITEMS NOT INCLUDED ABOVE				
Architectural, Civil,Structural, MEP, Landscape Design Fees		\$2,395,906	\$213,330	\$2,609,237
Furniture Design and Furnishings		\$150,000	\$0	\$150,000
Plan Exam Fees		\$10,000	By Owner	\$10,000
Phase One and Two Services		By Owner	By Owner	By Owner
WE Energies Service Fees, Temp & Permanant		By Owner	By Owner	By Owner
Radio Transmitter & Tower		By Owner	By Owner	By Owner
Moving Cost		By Owner	By Owner	By Owner
Racking Systems		By Owner	By Owner	By Owner
Low Voltage Equipment		\$75,000	\$0	\$75,000
AV Equipment		\$30,000	\$0	\$30,000
Range Equipment, Acoustic Baffles,steel trap		\$600,000	NA	\$600,000
Testing Services; Soils & Concrete Allowance		\$20,000	\$5,000	\$25,000
Building Permit		\$25,272	By Owner	\$25,272
Final Cleaning		\$31,590	By Owner	\$31,590
Soil Borings		\$10,000	By Owner	\$10,000
Builders Risk Insurance		By Owner	By Owner	By Owner
Add Security to Existing Remaining Buildings at DPW Site		\$30,000	\$0	\$30,000
Remove Fuel Island at existing site		\$100,000	\$0	\$100,000
Decommissioning Existing Site		\$250,000	\$0	\$250,000
Utility Consumption During Construction		By Owner	By Owner	By Owner
Sewer & Water Extension to front of Site (Graef Estimate)		\$0	\$2,295,450	\$2,295,450
Total Project Costs		\$27,183,867	\$4,602,301	\$31,671,043
	\$/SF	\$ 430	\$ 73	\$ 501
Exclusions				
- WE Energies Charges				
- Winter Construction Costs				

Village of Germantown
Police Department
Building Detail #2



DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Building Excavation and backfill	34,201	SF	\$2.50	\$85,503
Building Stone	34,201	SF	\$1.25	\$42,751
			Subtotal	\$128,254
Concrete				
Foundations				
Continuous Footings Perimeter	756	LF	\$45.00	\$34,020
Continuous Footings Interior	1,625	LF	\$45.00	\$73,125
Interior Pad Footings	28	EA	\$650.00	\$18,200
Stoop Footings	55	LF	\$35.00	\$1,925
Stoop Walls	220	SF	\$35.00	\$7,700
Stoop SOG	125	SF	\$20.00	\$2,500
Foundation Walls	12,096	SF	\$35.00	\$423,360
Drain Tile	1,512	LF	\$15.00	\$22,680
Interior Flatwork				
Slab on Grade - 6"	34,201	SF	\$7.50	\$256,508
4" Concrete Topping	34,271	SF	\$4.50	\$154,220
Pan Stair Topping	2	EA	\$7,500.00	\$15,000
Bollards Interior	28	EA	\$450.00	\$12,600
Ashford Formula Concrete Hardner. One Coat. No joint Sealants included	34,201	SF	\$2.00	\$68,402
Winter Construction Cost	1	Allow	\$10,000.00	\$10,000
			Subtotal	\$1,100,239
Pre-cast Concrete				
Precast Columns and 12" Plank	34,201	SF	\$28.00	\$957,628
			Subtotal	\$957,628
Masonry				
Interior Block Walls Lower Level	25,008	SF	\$28.00	\$700,224
Interior Masonry Walls Level 1	1,496	SF	\$28.00	\$41,888
Elevator Shaft Walls	1,320	SF	\$28.00	\$36,960
Stair Shaft Block above precast Level	901	SF	\$28.00	\$25,228
Brick Veneer 35% Above first floor	4,295	SF	\$40.00	\$171,780
Brick at Exposed Lower Level	6,064	SF	\$40.00	\$242,560
Cavity Wall Insulation	18,334	SF	\$4.50	\$82,503
Stone Sills	286	LF	\$50.00	\$14,315
			Subtotal	\$1,315,458
Metals				
Structural Steel Framing; Columns, Beams, Joist & Decking	28,978	SF	\$39.00	\$1,130,142
Elevator Beam	1	EA	\$1,500.00	\$1,500
Monument Stair	1	EA	\$100,000.00	\$100,000
Convenience Stairs	1	EA	\$10,000.00	\$10,000
Metal Railings	1	Allow	\$10,000.00	\$10,000
Roof Ladder	1	EA	\$3,500.00	\$3,500
Pipe Bollard Covers	28	EA	\$100.00	\$2,800
Bollards	28	EA	\$150.00	\$4,200
			Subtotal	\$1,262,142
Carpentry				
Roof Blocking	1,990	LF	\$25.00	\$49,750
Interior Blocking	1,200	LF	\$20.00	\$24,000
Window Blocking	1,841	LF	\$20.00	\$36,810
Mansard Framing	737	LF	\$500.00	\$368,500
Install Hollow Metal Doors & Frames Lower Level	48	EA	\$500.00	\$24,000
Door Hardware	48	EA	\$350.00	\$16,800
Upper Level Install Door & Frame	88	EA	\$350.00	\$30,800
Upper Level Install Door Hardware	88	EA	\$250.00	\$22,000
Security Hardware	1	Allow	\$5,000.00	\$5,000
Reception Desk	1	Allow	\$30,000.00	\$30,000
Break Room Base Cabinets	15	LF	\$375.00	\$5,625
Break Room Wall Cabinets	15	LF	\$375.00	\$5,625
Break Room Solid Surface Countertops	15	LF	\$200.00	\$3,000
Solid Surface Vanity Tops	64	LF	\$200.00	\$12,800
Mothers Room Casework	2	EA	\$2,000.00	\$4,000
Training Room Base Cabinets & Tops	30	LF	\$600.00	\$18,000
Conference Room Base Cabinets & Top	20	LF	\$600.00	\$12,000
Closet S&P	9	EA	\$250.00	\$2,250
Storage Shelving	1	Allow	\$15,000.00	\$15,000
Window Sills	409	LF	\$35.00	\$14,315
Wood Accent Wall Feature	1	Allow	\$15,000.00	\$15,000
			Subtotal	\$715,275
Doors & Windows				
Exterior Hollow Metal Doors, Frames & Hardware	3	EA	\$4,000.00	\$12,000
Interior Hollow Metal Doors, Frames & Hardware Lower Level	37	EA	\$3,500.00	\$129,500
Hollow Metal Frames & Wood Doors & Hardware	8	EA	\$3,000.00	\$24,000
Upper Level Single Hollow Metal Frame, wood door & Hardware	70	EA	\$2,750.00	\$192,500
Upper Level Double Hollow Metal Frame, wood door & Hardware	9	EA	\$5,000.00	\$45,000
Additional Access Security Hardware	1	Allow	\$20,000.00	\$20,000
Overhead Doors				
Overhead Doors; 8 x 9 Motor Operated	1	EA	\$10,500.00	\$10,500
Overhead Doors: 9 x 10 Motor Operated	3	EA	\$14,500.00	\$43,500
Overhead Doors: 12 x 16 Motor Operated	6	EA	\$22,500.00	\$135,000
High Speed Overhead Doors				NA
			Subtotal	\$612,000
Glass and Glazing				
Storefront Windows 30%	3,681	SF	\$75.00	\$276,075
Lower Level Entrance Doors & interior	4	EA	\$4,500.00	\$18,000
Upper Level Exit Doors	5	EA	\$4,500.00	\$22,500
Upper Level Lobby Entrance Doors & Vestibule	1	Allow	\$30,000.00	\$30,000
Borrowed Lites	300	SF	\$50.00	\$15,000
Mirrors	250	SF	\$15.00	\$3,750
Fitness Mirrors	300	SF	\$15.00	\$4,500
Ballistic Resistance Construction at Lobby	1	Allow	\$15,000.00	\$15,000
Automatic Operators	2	EA	\$4,500.00	\$9,000
			Subtotal	\$393,825
Moisture & Thermal Protection				
3" Continuous Rigid Insulation outboard of studs	12,270	SF	\$4.50	\$55,215
Building Interior Insulation				w/DW
Spray Applied Air Barriers	18,334	SF	\$5.75	\$105,421
Composite Metal Wall Panels 35%	4,295	SF	\$65.00	\$279,143
Soffit at LL overhang	1,735	SF	\$65.00	\$112,775
Soffit Panels at Mansard Overhang	3,272	SF	\$65.00	\$212,680
Roof Hatch	1	EA	\$3,500.00	\$3,500
Fully Adherred 60Mil EPDM Roofing & Sheet Metal	28,978	SF	\$18.00	\$521,604
Pedastal Pavers above lower Level	5,293	SF	\$42.00	\$222,306
Railing at Pedastal Pavers	177	LF	\$250.00	\$44,250
Deck Membrane Below Pavers	5,293	SF	\$8.50	\$44,991
Metal Standing Seam Roofing at Mansard	6,544	SF	\$15.00	\$98,160
Caulking & Selants	65,304	SF	\$0.25	\$16,326
Foundation Waterproofing	9,064	SF	\$4.75	\$43,054
Elevator Pit Waterproofing	1	EA	\$3,500.00	\$3,500
			Subtotal	\$1,762,924

Village of Germantown
Police Department
Building Detail #2



DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Drywall				
Cold Formed Exterior Walls w/Densglass	13,088	SF	\$18.00	\$235,584
Drywall Exterior Walls	12,270	SF	\$4.50	\$55,215
Interior Metal Stud Walls and Drywall	40,170	SF	\$10.50	\$421,785
Soffits	1	Allow	\$5,000.00	\$5,000
Exterior soffit framing at LL	1,735	SF	\$15.00	\$26,025
Drywall Ceilings	1	Allow	\$7,500.00	\$7,500
			Subtotal	\$751,109
Acoustical Ceiling				
Acoustical Ceilings	27,903	SF	\$6.00	\$167,418
Restroom & Locker Rooms Ceilings Lower Level	1,550	SF	\$5.50	\$8,525
Restroom Ceilings Upper Level	1,075	SF	\$5.50	\$5,913
Acoustical Ceiling Lower Level Lobby & Corridors, Fitness	2,372	SF	\$5.50	\$13,046
Decorative Lobby Ceiling	1	Allow	\$15,000.00	\$15,000
			Subtotal	\$209,902
Flooring				
Hard Tile Walls	3,552	SF	\$20.00	\$71,040
Hard Tile Floors	2,956	SF	\$20.00	\$59,120
Hard Tile Base	640	LF	\$18.00	\$11,520
Hard Tile Shower Walls	768	SF	\$20.00	\$15,360
Hard Tile Shower Floors	128	SF	\$20.00	\$2,560
LVT/CPT	24,613	SF	\$6.00	\$147,678
Fitness Room Rubber Tile	1,409	SF	\$15.00	\$21,135
Walk Off Carpet Lower Level	225	SF	\$6.00	\$1,350
Vinyl Base	5,534	LF	\$2.75	\$15,219
Terrazzo Floor Lower Level Lobbies	1,458	SF	\$35.00	\$51,030
Terrazzo Base	100	SF	\$35.00	\$3,500
Epoxy Flooring		LF		NA
Epoxy Base				NA
Polished Concrete				NA
Sealed Concrete	34,201	SF	\$1.50	\$51,302
			Subtotal	\$450,813
Painting				
Paint Underside of Precast	34,201	SF	\$1.75	\$59,852
Paint Perimeter of Garage Walls	12,096	SF	\$1.25	\$15,120
Paint Lower Level Masonry Walls	50,016	SF	\$1.10	\$55,018
Paint First Floor Walls	61,740	SF	\$1.10	\$67,914
Paint Frames	127	EA	\$95.00	\$12,065
Paint Metal Doors	40	EA	\$105.00	\$4,200
Paint Metal Stairs	2	EA	\$5,500.00	\$11,000
Painting Parking Markings	31	EA	\$25.00	\$775
Wallcovering Allowance	1	Allow	\$15,000.00	\$15,000
			Subtotal	\$240,943
Specialties				
Toilet Room Accessories	17	EA	\$750.00	\$12,750
Solid Surface Toilet Partitions	15	EA	\$2,750.00	\$41,250
Wire Mesh Partitions at Secured Storage				NA
Operable Partitions				NA
Wall Protection Milo	500	SF	\$8.00	\$4,000
FEC	16	EA	\$275.00	\$4,400
Lockers	80	EA	\$1,500.00	\$120,000
Window Treatments Roller Shades Manual	3,681	SF	\$8.50	\$31,289
			Subtotal	\$213,689
Signage				
Interior Signage	1	EA	\$25,000.00	\$25,000
Building Signage	1	Allow	\$60,000.00	\$60,000
			Subtotal	\$85,000
Equipment				
Elevator	1	EA	\$120,000.00	\$120,000
Appliances	1	Allow	\$10,000.00	\$10,000
Marker Boards	3	EA	\$750.00	\$2,250
Projection Screens	1	EA	\$5,000.00	\$5,000
Range Equipment				Not Included
MILO Equipment				Not Included
			Subtotal	\$137,250
Fire Protection				
Fire Sprinkler System	63,179	SF	\$4.00	\$252,716
Fire Pump				Not Included
			Subtotal	\$252,716
Plumbing				
Roof drains	63,179	SF	\$13.00	\$821,327
Trench drains in parking garage				
Security fixtures in the booking detention suite				
Restrooms				
Emergency shower				
Break room				
Locker rooms				
sump pumps for elevators				
			Subtotal	\$821,327
HVAC				
Air Handling unit in mechanical room with hydronic VAV box distribution	63,179	SF	\$39.00	\$2,463,981
Heating hot water boiler system in mechanical room				
Air cooled chiller mounted on grade or roof				
Security grilles for booking detention suite				
Firing Range Specialized Negative Air Pressure System	1	Allow	\$400,000.00	\$400,000
			Subtotal	\$2,863,981
Electrical				
Building Electrical	63,179	SF	\$45.00	\$2,843,055
Mechanical Connections				
Fire Alarm				
Security System & CCTV				
Access Control				
Generator				
			Subtotal	\$2,843,055

Village of Germantown
Police Department
Site Improvement Detail #2

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Building Demo				by DPW
Erosion Control Measures	1	Allow	\$4,600.00	\$4,600
Strip Topsoil for reuse	1	Allow	\$2,800.00	\$2,800
Rough Grade Site Haul off approx 9,000 Yds	1	Allow	\$205,000.00	\$205,000
Finish Grading	1	Allow	\$20,100.00	\$20,100
Stone for site concrete	1	Allow	\$3,100.00	\$3,100
Stone for Asphalt				w/Asp. Paving
24" clay liner for pond	1	Allow	\$11,300.00	\$11,300
Clean up site and respread topsoil	1	Allow	\$17,600.00	\$17,600
Paving				
Standard Asphalt Paving & Stone Base	2,994	SY	\$40.00	\$119,742
Heavy Duty Asphalt Paving	2,414	SY	\$45.00	\$108,630
Markings & Signage	1	Allow	\$10,000.00	\$10,000
Site Concrete Curb & Gutter				
Stone for site concrete	3,937	SF	\$1.50	\$5,906
18" Curb & Gutter	1,096	LF	\$30.00	\$32,880
Concrete Approach	1,565	SF	\$11.00	\$17,215
Site Concrete walks and slabs				
5" Sidewalks	2,222	SF	\$9.75	\$21,665
HC warning field	3	EA	\$500.00	\$1,500
Concrete stoops	150	SF	\$25.00	\$3,750
Mobilization & Layout	1	LS	\$10,200.00	\$10,200
Site Utilities & Storm Water Management				
Domestic Water				
8" main	478	LF	\$130.00	\$62,140
8" Valve & Accessies	1	EA	\$3,000.00	\$3,000
Hydrant	2	EA	\$9,500.00	\$19,000
Building Entry	1	LS	\$6,500.00	\$6,500
Connect to Existing	1	LS	\$7,500.00	\$7,500
Sanitary Sewer				
Sewer Main	307	LF	\$200.00	\$61,400
Manhole	3	EA	\$7,000.00	\$21,000
Riser	1	LF	\$1,000.00	\$1,000
Building Entry	1	LS	\$3,500.00	\$3,500
Connect to existing	1	LS	\$5,500.00	\$5,500
Storm Sewer				
Storm sewer main	644	LF	\$100.00	\$64,400
Catch Basin/Manhole	5	EA	\$5,500.00	\$27,500
Outlet Structure	1	LF	\$6,000.00	\$6,000
Connect to Existing	1	LF	\$2,500.00	\$2,500
Site Lighting Poles	5	EA	\$5,000.00	\$25,000
Monument Sign Allowance	1	Allow	\$30,000.00	\$30,000
Dumpster Enclosure Allowance	1	Allow	\$25,000.00	\$25,000
Fencing	47	LF	\$130.00	\$6,110
Fencing Gate Operators	2	EA	\$20,000.00	\$40,000
Retaining Wall Footing	197	LF	\$35.00	\$6,895
Retaining Wall	2,758	SF	\$40.00	\$110,320
Retaining Wall Railing	197	LF	\$150.00	\$29,550
Retention Pond Construction	1	Allow	\$50,000.00	\$50,000
Landscaping	1	Allow	\$100,000.00	\$100,000
			Subtotal	\$1,309,802

BUSINESS OF THE PUBLIC SAFETY COMMITTEE

MEETING DATE: July 7, 2025

PLACEMENT: Action Item

ITEM TITLE: Amendment #2 to Graef Contract for Professional Services for Public Safety Building Options (ACTION)

SUBMITTED BY: Steve Kreklow, Administrator

SUMMARY EXPLANATION:

The Public Safety Committee directed staff to ask the Graef, PRA and Moore team to submit a proposal for the analysis of seven additional options for Germantown public safety facilities. The total cost for the analysis of all seven options is \$75,200. Each option is summarized and individually costed below:

1. Review of previously presented options to identify potential cost reductions. (\$8,000)
2. Review of the feasibility and cost to re-purpose the Ascension building recently purchased by the Village as a Police Station. (\$14,900)
3. Provide a cost estimate for a new police station on the site of the old DPW building that is comparable to the Ascension option. (\$6,600)
4. Provide updated cost estimates for a scaled back renovation and expansion of Fire Station 2. (\$4,600)
5. Review the feasibility, staging plan and prepare a cost estimate to renovate and expand the current police station to meet Police Department needs. (\$14,300)
6. Prepare a cost estimate to construct a second fire station on the site of the current police station site if/when the Police Department relocates.
7. Prepare a cost estimate to construct a combined police/fire facility at Kinderberg Park, which is the only property the Village already owns that could accommodate a combined facility. (\$12,500)

The Committee may select any or all of the options listed above for further review. If the total amount is greater than \$25,000, Village Board approval for the amendment will be needed. Funding for this additional planning is included in the 2025 Capital Budget.

ATTACHMENT:

1. Graef_PRA_Moore Proposed Contract Amendment 250627

STAFF RECOMMENDATION:

Select options the Committee would like to have analyzed and refer to the Village Board for approval.

ACTION BY Committee:



PUBLIC SAFETY BUILDING NEEDS ASSESSMENT PROJECT

prepared for

Village of



Germantown

prepared by:



YOUR CONSTRUCTION PARTNER

Primary Contact:

Mike Paulos, PE
Project Manager | Principal-in-Charge
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Milwaukee, WI 53203
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October 21, 2024

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FIRE STATION #2 AND POLICE DEPARTMENT EXISTING BUILDING ASSESSMENT

GERMANTOWN, WI

PRA PROJECT #240084-01 | SEPTEMBER 2024





FIRE STATION #2 ARCHITECTURAL REPORT



Fire Station

Fire Station #2 was first occupied in 2001. It is the only active fire station in Germantown. The building is located in the north-west area of the Village of Germantown on the corner of Edison Drive and Maple Road.

There is also a training tower and “A Survive Alive” building located on the site.



The exterior of the building consists of masonry, EIFS/stucco finish, and wood trim. The roof is dimensional asphalt shingles. Generally speaking the exterior materials appear to have been maintained and visually appear to be in good shape.

Interior materials appeared to be in decent condition in the rooms reviewed at the fire station. The kitchen materials are nearing the end of their life expectancy. It was also observed that there is not enough room for all appliances in the kitchen and the residential style stove hood is not code compliant for cooking. A new and/or upgraded kitchen will need to be ADA compliant, provide more room for food preparation and cooking, and meet the proper code requirements for a cooking environment.

From a functional standpoint, the building is organized and laid out well. However, it is apparent that all areas of the building exceed their initial design capacities. This is true from staffing, equipment, and storage perspectives.

The existing Fire Station #2 requires additional space to handle the staffing needs, equipment needs, and operations that exist both currently and after the staffing increases that will occur in the near future (beginning of 2025).



From a staffing standpoint, the current building has many shortcomings that need to be addressed:

1. In January 2025, there will be 29 total staff in the fire department, with 8 firefighters assigned to a shift. There are currently 6 sleeping rooms in the building. There will be an immediate need for 2 additional sleeping rooms with an additional sleeping room needed for future staff growth.
2. There is currently not enough pantry space for kitchen and cooking supplies.
3. The existing kitchen is not large enough to cook meals for 8+ staff.
4. There are not enough lockers and shower rooms to accommodate the current nor the future staffing needs.
5. There is not enough space for eating meals.
6. There is not enough room in the Day Room to properly accommodate a firefighter shift.

From an equipment standpoint, the current building has shortcomings that need to be addressed:

1. Some of the firefighting equipment needs to be kept outside due to lack of space in the apparatus bay.
2. Storage and equipment areas overlap in many instances. For example, the base of the hose storage tower is used for miscellaneous storage and the items need to be moved when there are hoses to dry.
3. The current laundry room is also used for equipment and as a workshop. The overlap is not efficient as this does not allow any of these activities/uses to occur at the same time. Nor should equipment be kept in the same area as the laundry equipment as this is a potential safety hazard.

From a storage standpoint, the current building has a lack of storage space:

1. Many storage areas overlap with their intended and need use.
2. Some areas being used for storage do not meet the code requirements for storage.

Various photos taken during the review of the building showing rooms being used for multiple, overlapping purposes.



POLICE DEPARTMENT ARCHITECTURAL REPORT



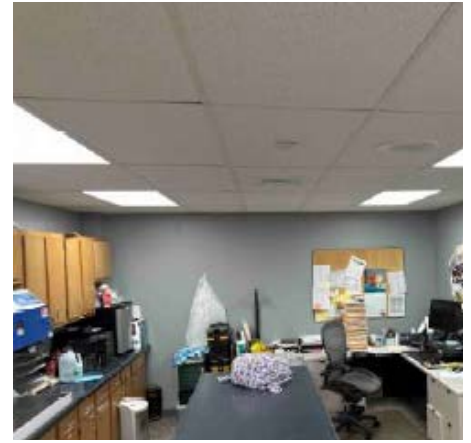
Police Department

The police department consists of three separate buildings located on one site that fronts Mequon Road, with the entry on Western Avenue. Some buildings were purpose built and others were remodeled (former Library now used for office, conference, and training space). It is understood that the primary building has been added onto over the years. The buildings are located at the current civic campus in the Village of Germantown.

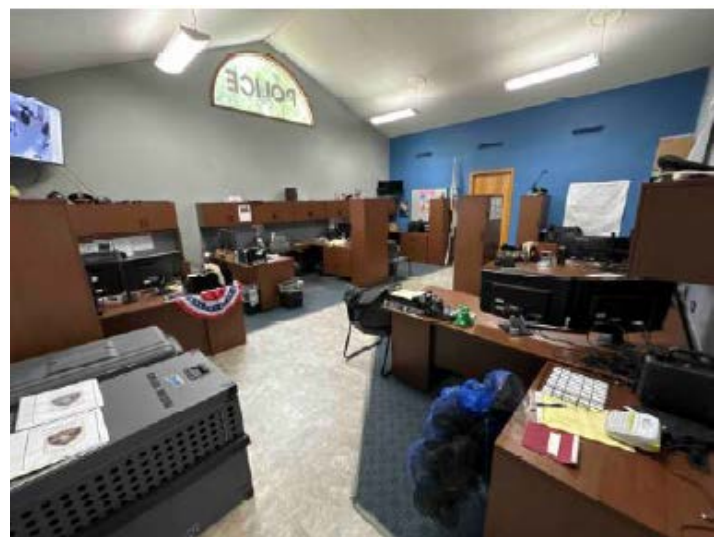
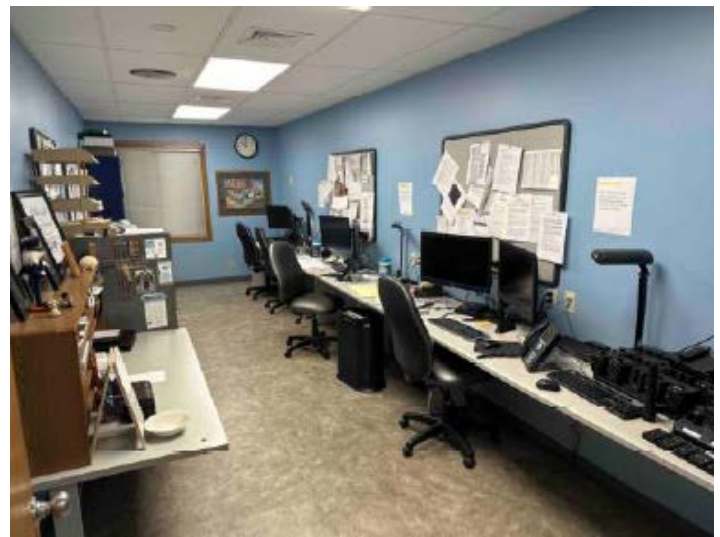
The site also contains two smaller outbuildings, a fueling station and towers that serve for local, county-wide and cellular communications.

Generally speaking, the current site is “maxed out” with no obvious area for any major expansion.

From a way finding standpoint, the main public entrance needs to be determined by signage, as visually, without the signage, it is unclear where the general public should enter.



The exterior of the two personnel related buildings consist of masonry, EIFS or stucco finish, and wood trim. Other building materials used are vinyl and metal sidings, which are used on the storage/garage buildings. The roofs are dimensional asphalt shingles. Generally speaking the exterior materials have been maintained and are in good shape. Interior materials appeared to be well maintained and are in decent condition throughout.



From a function standpoint, the building is poorly organized:

- Existing public lobby is too small
- Staff offices are not grouped together
- Common corridors do not exist
- Numerous spaces are undersized
- There is not enough indoor parking for police vehicles
- A proper training center does not exist
- An emergency operations center does not exist
- Work areas are shared
- There is no space for future staff
- General storage is lacking
- The locker room is not the appropriate size for female staff
- More showers should be available for all staff
- An indoor shooting range should be provided

The building clearly requires replacement in the near future to address the space needs challenges that are currently present.

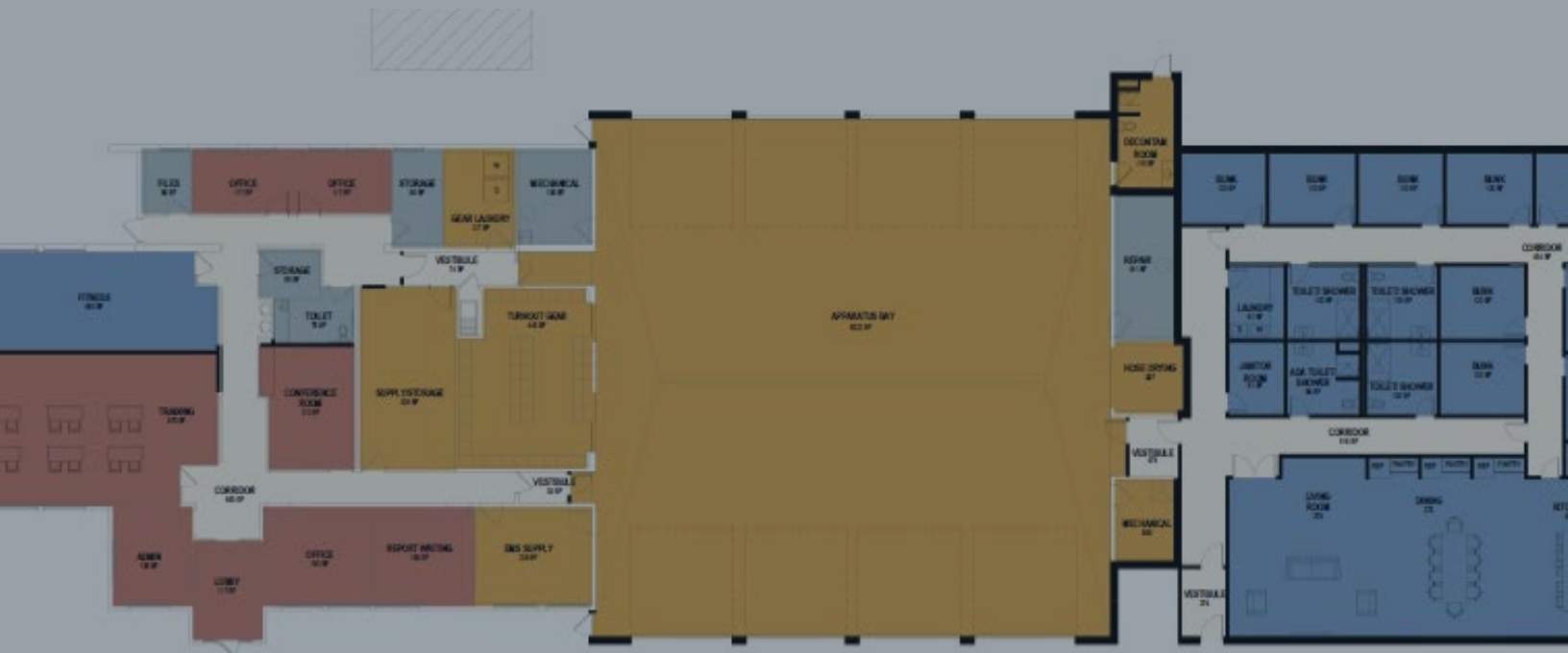
CONCLUSION

As previously established, both the existing police department and fire station have become too small for current operations. This will be exacerbated at the start of 2025 as additional police and fire staff will be joining the departments as a result of the passed operational referendum. After reviewing the buildings and discussing functions and future staffing with the Village, it has become apparent that new buildings are needed for police and fire.

A space program was assembled for both new buildings and reviewed with leadership. From that information, it was derived that a new police station would be approximately 64,500-66,500 square feet. The proposed design includes indoor parking, a sallyport, ample storage and a shooting range on the lower level. The first floor would house all the staff workspace, training areas, locker rooms and public spaces.

The proposed fire station would be approximately 24,000-26,000 SF. Offices, training space, living quarters and the public lobby are designed on one half of the building, while the other half includes a five bay apparatus floor with storage for different functions and emergencies.

Refer to other documents developed by GRAEF, PRA and Moore Construction that identify potential building locations, site plans, floor plans, and probable overall budget cost information for the new fire and police stations.



CONCEPTUAL FLOOR PLAN





PROBABLE PROJECT COST INFORMATION

EXISTING FIRE STATION #2 OPTION #3 ADDITION/ RENOVATION BUDGET SUMMARY

Description		Building Add/Ren	Site Improvements	TOTALS
Gross Area (SF)		6,951	6,951	6,951
Sitework		\$40,715	\$337,098	\$377,813
Building Demo		\$62,120	\$0	\$62,120
Concrete		\$114,063	-	\$114,063
Masonry		\$190,297	-	\$190,297
Metals		\$75,350	-	\$75,350
Carpentry		\$383,826	-	\$383,826
Doors & Hardware		\$78,000	-	\$78,000
Glass and Glazing		\$190,740	-	\$190,740
Moisture & Thermal Protection		\$215,851	-	\$215,851
Drywall		\$165,303	-	\$165,303
Acoustical Ceilings		\$38,586	-	\$38,586
Flooring		\$88,038	-	\$88,038
Painting		\$46,211	-	\$46,211
Specialties		\$87,534	-	\$87,534
Signage		\$2,500	-	\$2,500
Equipment		\$29,500	-	\$29,500
Fire Protection		\$36,304	-	\$36,304
Plumbing		\$183,182	-	\$183,182
HVAC		\$590,940	-	\$590,940
Electrical		\$516,185	-	\$516,185
Subtotal		\$3,135,244	\$337,098	\$3,472,341
General Conditions Phased	10.0%	\$313,524	\$33,710	\$347,234
Bedrock Blasting/Over Excavation/Lean Mix Contingency		\$10,000	10,000	\$20,000
Subtotal		\$3,458,768	\$380,807	\$3,839,576
Construction Management Fees				
Construction Management Fee	8.0%	\$276,701	\$30,465	\$307,166
Libability Insurance	0.85%	\$31,751	\$3,496	\$35,247
Performance Bond	1.00%	\$37,672	\$4,148	\$41,820
Contingency	10%	\$345,877	\$38,081	\$383,958
Total Costs		\$4,150,770	\$456,996	\$4,607,766
OTHER ITEMS NOT INCLUDED ABOVE				
Architectural, Civil,Structural, MEP, Landscape Design Fees		\$415,052	\$45,697	\$460,749
Furniture Design and Furnishings		\$100,000	By Owner	\$100,000
Fitness Equipment		\$30,000	\$0	\$30,000
Plan Exam Fees		\$5,000	By Owner	\$5,000
WE Energies Service Fees, Temp & Permanant		By Owner	By Owner	By Owner
Moving Cost		By Owner	By Owner	By Owner
Low Voltage Equipment		By Owner	By Owner	By Owner
AV Equipment		By Owner	By Owner	By Owner
Testing Services; Soils & Concrete Allowance		\$5,000	\$0	\$5,000
Building Permit		\$3,476	\$0	\$3,476
Final Cleaning Allowance		\$3,476	\$0	\$3,476
Soil Borings Allowance		\$0	\$0	\$0
Builders Risk Insurance		By Owner	By Owner	By Owner
Utility Consumption During Construction		By Owner	By Owner	By Owner
Total Project Costs		\$4,712,774	\$502,693	\$5,215,467
		\$/SF	\$	\$
		678.00	72.32	750.32

Exclusions

- City Assessment & Impact Fees
- WE Energies Charges
- Winter Construction Costs
- Utility Charges
- Exclude any work on the Survive Alive House
- Exclude Lockers for Turn out Gear

EXISTING FIRE STATION ADDITION/RENOVATION

BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Building Excavation and backfill	4,790	SF	\$6.50	\$31,135
Building Stone	4,790	SF	\$2.00	\$9,580
			Subtotal	\$40,715
Building Demo				
Interior Demo Building	2,162	SF	\$10.00	\$21,620
Tie-Ins	1	Allow	\$25,000.00	\$25,000
New Interior Openings	2	EA	\$4,500.00	\$9,000
New Exterior Openings	1	EA	\$6,500.00	\$6,500
			Subtotal	\$62,120
Concrete				
Foundations				
Continuous Footings Perimeter	236	LF	\$50.00	\$11,800
Perimeter Column Pads Interior	6	EA	\$750.00	\$4,500
Pad Footings	6	EA	\$650.00	\$3,900
Stoop Footings	60	LF	\$35.00	\$2,100
Stoop Walls	240	SF	\$35.00	\$8,400
Stoop SOG	150	SF	\$20.00	\$3,000
Foundation Walls	944	SF	\$40.00	\$37,760
Foundation Insulation	944	SF	\$2.00	\$1,888
Interior Flatwork				
Slab on Grade - 5" Office	4,790	SF	\$8.50	\$40,715
			Subtotal	\$114,063
Masonry				
Load Bearing Block Walls	3,776	SF	\$28.00	\$105,728
Interior Block Walls				NA
Interior Brick Walls				NA
Brick Veneer 35%	1,322	SF	\$45.00	\$59,472
Exterior Wall Insulation	1,322	SF	\$4.50	\$5,947
Stone Sills	83	LF	\$50.00	\$4,150
Existing Masonry Repairs	1	Allow	\$15,000.00	\$15,000
			Subtotal	\$190,297
Metals				
Misc. Structural Steel ; 2 Column Lines	4,790	SF	\$15.00	\$71,850
Roof Ladder	1	EA	\$3,500.00	\$3,500
			Subtotal	\$75,350
Carpentry				
Wood Truss Roof Framing	4,790	SF	\$50.00	\$239,500
Overlay Framing on Existing	1,500	SF	\$25.00	\$37,500
Exterior Wood Trims	944	LF	\$20.00	\$18,880
Interior Blocking	750	LF	\$20.00	\$15,000
Window Blocking	661	LF	\$20.00	\$13,216
Install Doors & Frames	25	EA	\$500.00	\$12,500
Door Hardware	25	EA	\$350.00	\$8,750
Base Cabinets	18	LF	\$375.00	\$6,750
Wall Cabinets	18	LF	\$375.00	\$6,750
Island Cabinet	11	LF	\$350.00	\$3,850
Pantry Cabinet	3	EA	\$1,000.00	\$3,000
Island Top	11	LF	\$200.00	\$2,200
Solid Surface Countertops	18	LF	\$200.00	\$3,600
Solid Surface Vanity Tops	16	LF	\$200.00	\$3,200
Window Sills	83	LF	\$50.00	\$4,130
Office Storage Shelving	1	Allow	\$5,000.00	\$5,000
			Subtotal	\$383,826
Doors & Windows				
Exterior Hollow Metal Doors, Frames & Hardware	2	EA	\$3,500.00	\$7,000
Interior Hollow Metal Doors, Frames & Hardware	1	EA	\$3,000.00	\$3,000
Hollow Metal Frames & Wood	22	EA	\$2,750.00	\$60,500
Doors & Hardware Special Hardware	1	Allow	\$7,500.00	\$7,500
			Subtotal	\$78,000
Glass and Glazing				
Storefront Windows 30%	1,322	SF	\$75.00	\$99,120
Remove and Replace existing windows with fixed alum storefront windows	654	SF	\$100.00	\$65,400
Vestibule Entrance Doors	3	EA	\$4,500.00	\$13,500
Borrowed Lites	6	EA	\$1,500.00	\$9,000
Rest Room Mirrors	48	SF	\$15.00	\$720
Fitness Mirrors	200	SF	\$15.00	\$3,000
Automatic Operators				NA
			Subtotal	\$190,740
Moisture & Thermal Protection				
Building Insulation	4,790	SF	\$4.50	\$21,555
Spray Applied Air Barriers EIFS	3,776	SF	\$5.75	\$21,712
Base	1,133	SF	\$15.00	\$16,992
EIFS Trim	944	LF	\$20.00	\$18,880
Aluminum Soffit & Fascia	944	SF	\$35.00	\$33,040
Roof Hatch	1	EA	\$3,500.00	\$3,500
Asphalt Shingle Roofing	2,994	SF	\$5.25	\$15,717
Fully Adhered EPDM at Bathtub	2,395	SF	\$25.00	\$59,875
Reroof Existing				Not Included
High Low Wall Transition	1	Allow	\$15,000.00	\$15,000
Caulking & Selants	4,790	SF	\$2.00	\$9,580
			Subtotal	\$215,851
Drywall				
Furring & Drywall Interior Walls	1,376	SF	\$6.50	\$8,944
Furring & Drywall Exterior Wall	3,776	SF	\$6.50	\$24,544
Interior Metal Stud and Drywall	9,200	SF	\$10.50	\$96,600
Prerock Trusses	4,790	SF	\$4.50	\$21,555
Plumbing Wall	352	SF	\$15.00	\$5,280
Soffits	100	SF	\$50.00	\$5,000
Drywall Ceilings at Showers & Toilet Rooms	520	SF	\$6.50	\$3,380
			Subtotal	\$165,303

EXISTING FIRE STATION ADDITION/RENOVATION

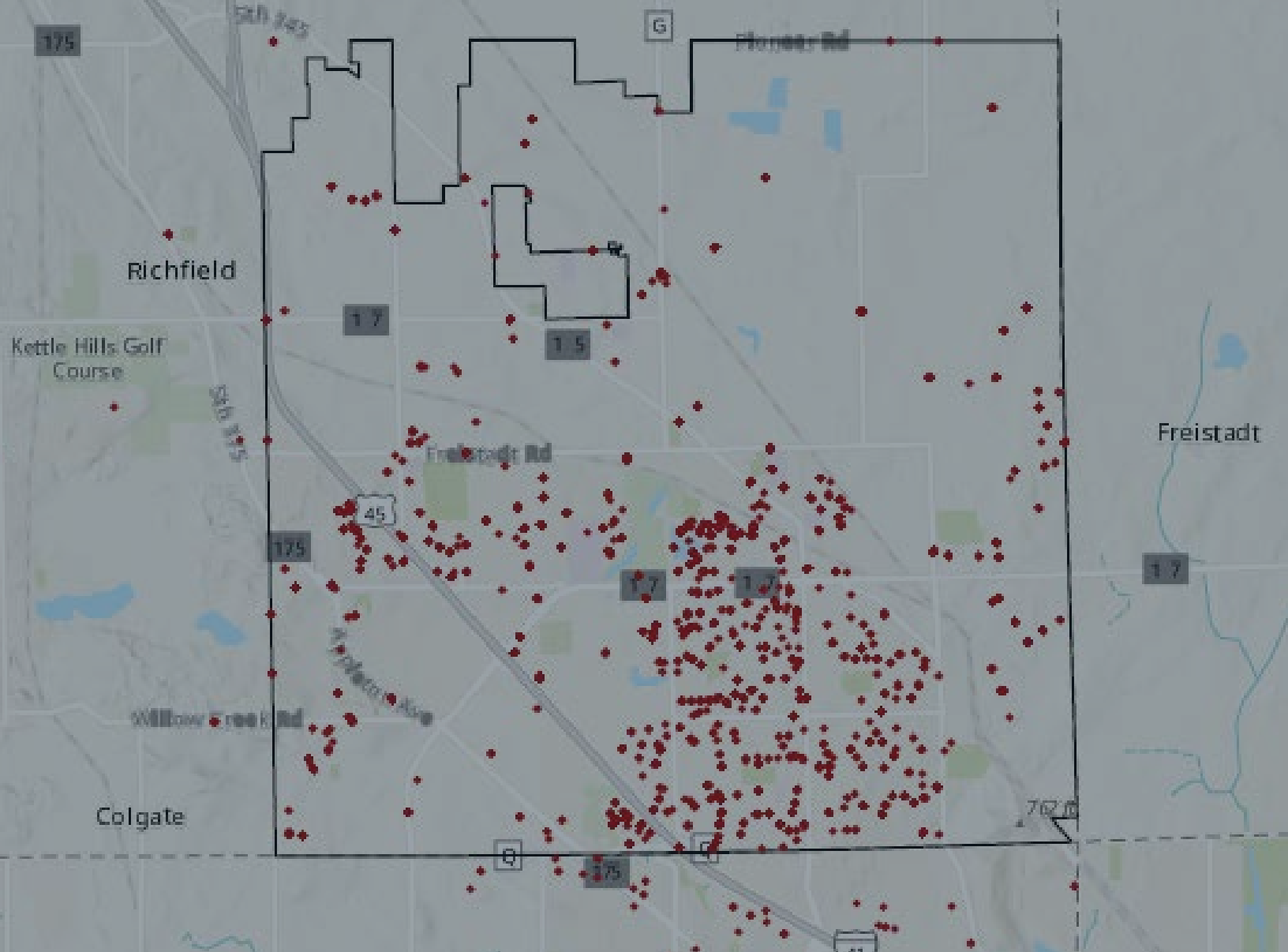
BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Acoustical Ceiling				
New Acoustical	4,270	SF	\$6.00	\$25,620
Ceilings Renovation	2,161	SF	\$6.00	\$12,966
area ceilings			Subtotal	\$38,586
Flooring				
Hard Tile Walls to 5'	1,000	SF	\$20.00	\$20,000
Hard Tile Floors	603	SF	\$20.00	\$12,060
Hard Tile Base	200	LF	\$18.00	\$3,600
LVT	5,664	SF	\$7.00	\$39,648
Carpet Tile Offices	234	SF	\$6.00	\$1,404
Fitness Rubber Flooring	450	SF	\$15.00	\$6,750
Vinyl Base	1,664	LF	\$2.75	\$4,576
			Subtotal	\$88,038
Painting				
Paint New Walls	23,552	SF	\$1.50	\$35,328
Paint Drywall Ceilings Paint	520	SF	\$1.50	\$780
Existing Walls	1,930	SF	\$1.25	\$2,413
Paint Frames	25	EA	\$95.00	\$2,375
Paint Metal Doors	3	EA	\$105.00	\$315
Misc Painting of tie-in areas	1	Allow	\$5,000.00	\$5,000
Wallcovering Allowance				NA
			Subtotal	\$46,211
Specialties				
Toilet Room Accessories	5	EA	\$750.00	\$3,750
FEC	2	EA	\$275.00	\$550
Bunk Lockers & Desk	9	EA	\$8,000.00	\$72,000
Window Treatments	1,322	SF	\$8.50	\$11,234
			Subtotal	\$87,534
Signage				
Interior Signage	1	Allow	\$2,500.00	\$2,500
Building Signage				Existing
			Subtotal	\$2,500
Equipment				
Kitchen Appliances	1	Allow	\$20,000.00	\$20,000
Laundry Equipment	1	Allow	\$5,000.00	\$5,000
Marker Boards	1	Allow	\$1,000.00	\$1,000
Projection Screens	1	EA	\$3,500.00	\$3,500
			Subtotal	\$29,500
Fire Protection				
Addition	4,790	SF	\$6.00	\$28,740
Renovations	2,161	SF	\$3.50	\$7,564
			Subtotal	\$36,304
Plumbing				
Renovation	2,161	SF	\$12.00	\$25,932
Area Toilets	5	EA	\$3,500.00	\$17,500
Showers	5	EA	\$7,500.00	\$37,500
Lavs	5	EA	\$3,500.00	\$17,500
Floor Drains	5	EA	\$2,500.00	\$12,500
Sinks	1		\$3,500.00	\$3,500
Laundry Drinking	1	Allow	\$3,000.00	\$3,000
Fountain Roof	1	EA	\$3,500.00	\$3,500
Drains Hose	2	EA	\$7,500.00	\$15,000
Bibbs Water	3	EA	\$750.00	\$2,250
Heaters Water	1	Allow	\$25,000.00	\$25,000
Softner Grease	1	Allow	\$10,000.00	\$10,000
Inceptor	1	Allow	\$10,000.00	\$10,000
			Subtotal	\$183,182
HVAC				
Additions; RTU w/VAV's	4,790	SF	\$50.00	\$239,500
Renovations; Modify existing areas	2,161	SF	\$40.00	\$86,440
Kitchen Hood	1	Allow	\$15,000.00	\$15,000
Existing HVAC Upgrades	1	Allow	\$250,000.00	\$250,000
			Subtotal	\$590,940
Electrical				
Additions	4,790	SF	\$45.00	\$215,550
Renovations	2,161	SF	\$35.00	\$75,635
Existing HVAC Electrical Upgrades	1	Allow	\$25,000.00	\$25,000
Service Upgrade	1	Allow	\$75,000.00	\$75,000
Access Control Modifications	1	LS	\$25,000.00	\$25,000
Generator Upgrade	1	LS	\$100,000.00	\$100,000
			Subtotal	\$516,185

EXISTING FIRE STATION ADDITION/RENOVATION

BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Erosion Control Measures	1	Allow	\$2,500.00	\$2,500
Strip Topsoil for reuse	4,790	SFD	\$0.50	\$2,395
Rough Grade Site	4,790	SF	\$1.00	\$4,790
Finish Grading	4,790	SF	\$0.75	\$3,593
Clean up site and respread topsoil	4,790	SF	\$0.50	\$2,395
Stone for site concrete	1	Allow	\$3,000.00	\$3,000
Site Improvements	1	Allow	\$125,000.00	\$125,000
Asphalt Paving				
Side walks				
Curb & Gutter				
5" Sidewalks	300	SF	\$9.75	\$2,925
Patio	1,000	SF	\$10.00	\$10,000
HC warning Fields	1	EA	\$500.00	\$500
Site Utilities: Possible new laterals	1	Allow	\$75,000.00	\$75,000
Site Lighting Poles	5	EA	\$5,000.00	\$25,000
Dumpster/Transformer/Generator Enclosure Allowance	1	Allow	\$50,000.00	\$50,000
Landscaping	1	Allow	\$30,000.00	\$30,000
			Subtotal	\$337,098



SITE EVALUATIONS FOR PROPOSED FIRE STATION, POLICE STATION AND SAFETY FACILITY

GERMANTOWN, WI

GRAEF PROJECT NUMBER: 2024-0820.04

PROJECT MANAGER: Mike Paulos, PE | mike.paulos@graef-usa.com

PROJECT ENGINEER: David S. Roberts, PE | david.roberts@graef-usa.com

EXECUTIVE SUMMARY

Fire and Police Station Location Study

The GRAEF team was tasked with doing a location study for the new facilities. The purpose of the location study is to locate the new fire station in a location that better serves the community for response times to calls. The study combined the existing fire location with a new location to determine the best location for the new station.

Three sites were studied for fire and two for police. Locational wise police stations are more of a convenience than a standard for response times. The police site centrally located makes the most sense for most purposes but if a co-location for fire and police would work, then some savings might be found in the design and construction. The two police locations will not work for a fire station from a locational perspective in the community.

Fire sites analyzed were:

- 1. W140N11492 Country Aire Drive
- 2. N104W13645 Donges Bay Road
- 3. W151N11112 Mequon Road

For fire location is key and is based on community call response. A fire department like Germantown’s follows ISO Standards for insurance and National Fire Protection Association standards. Those standards say that the department must meet 6-minute response times for 2 companies to 90% of the call volume.

The response time study determines that the best overall coverage for the community physically within 6 or 8 minutes would be the W140N11492 Country Aire Drive location. The other sites also arrive at 90% of the previous 5 years calls within the 6-minute response time. As the community develops more into the “open” areas of the community, it will be important to make that 90% as well. The W140N11492 Country Aire Drive location will best serves the community from that perspective, covering more of the physical area of the community.

Maps were prepared for each of the 5 locations for site, environmental and response times. Those are included in this document. Along with the maps is a matrix of response times versus call locations to validate the 90% value will be achieved with the locations.

Legend

- Call Location
- ▭ Municipal Boundary

CALL LOCATIONS

2018 TO 2023

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

GRAEF



0 0.75 1.5
Miles
1 in = 1.5 mi

FIRE STATION SITE #1

W140N11492 Country Aire Drive (SW corner, N of driveway) – Village of Germantown

This summary evaluates the suitability of the site for a new 21,600 sf fire station in Germantown. The site currently houses Friedenfeld Park, a 53-acre sports complex located between Mequon Road and Freistadt Road, featuring a baseball diamond, flag football field, soccer field, playground, and existing infrastructure such as parking and pathways. The area investigated for the proposed fire station would appear to displace an existing practice field as well as the flag football grandstands and associated buildings. The site is zoned as Institutional (I), which permits fire station development without requiring rezoning. The site offers existing access from Country Aire Drive, with potential connections to the current driveway and opportunities for expanding the parking lot. Utilities, including sanitary sewer, water, and power services, are available adjacent to the site. Environmental considerations include the presence of wetlands and wetland indicators across the site, with the site classified within Floodplain Zone X. There appear to be existing ponds on-site. Further investigation is necessary to assess their potential to address stormwater requirements. Bedrock on-site may be an issue. Further geotechnical exploration required to determine site constraints. A Phase 1 is recommended to determine if there are additional environmental constraints. The site's topography varies from gentle to moderate slopes, facilitating natural drainage but requiring careful grading and erosion control. Located 2.9 miles from the nearest fire station, the site is under the jurisdiction of the Village of Germantown Parks and Recreation Department, DPW, and the DNR.

CONCLUSION: The site is well-suited for the proposed 21,500 square-foot fire station.



Zoning District: I (Institutional)

Legend

- Potential Site
- Parcels
- Building
- Pavement
- Stormwater Pond
- Contours
 - Index
 - Intermediate
- Water Utilities
 - Hydrant
 - Main
 - Lateral
- Sanitary Utilities
 - Sanitary Structure
 - Main
 - Lateral

21,600 SF
1-Story Garage
2-Story Firehouse
(90'x240')

W140N11492 Country Aire Drive
Village of Germantown
53.3 ac

FIRE STATION - W140N11492 COUNTRY AIRE DRIVE

FIGURE S1

SITE MAP

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN



Path: X:\ML\2024\0820-04\Design\GIS\FireStationPoliceStationStudy.aprx
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Legend

-  Potential Site
-  Parcels
-  Wisconsin Wetland Inventory
- Floodplain**
-  100 Year Flood
-  500 Year Flood
-  Floodway
-  Parcels

W140N11492 Country Aire Drive
Village of Germantown
53.3 ac



0 300
 Feet
 1 in = 300 ft

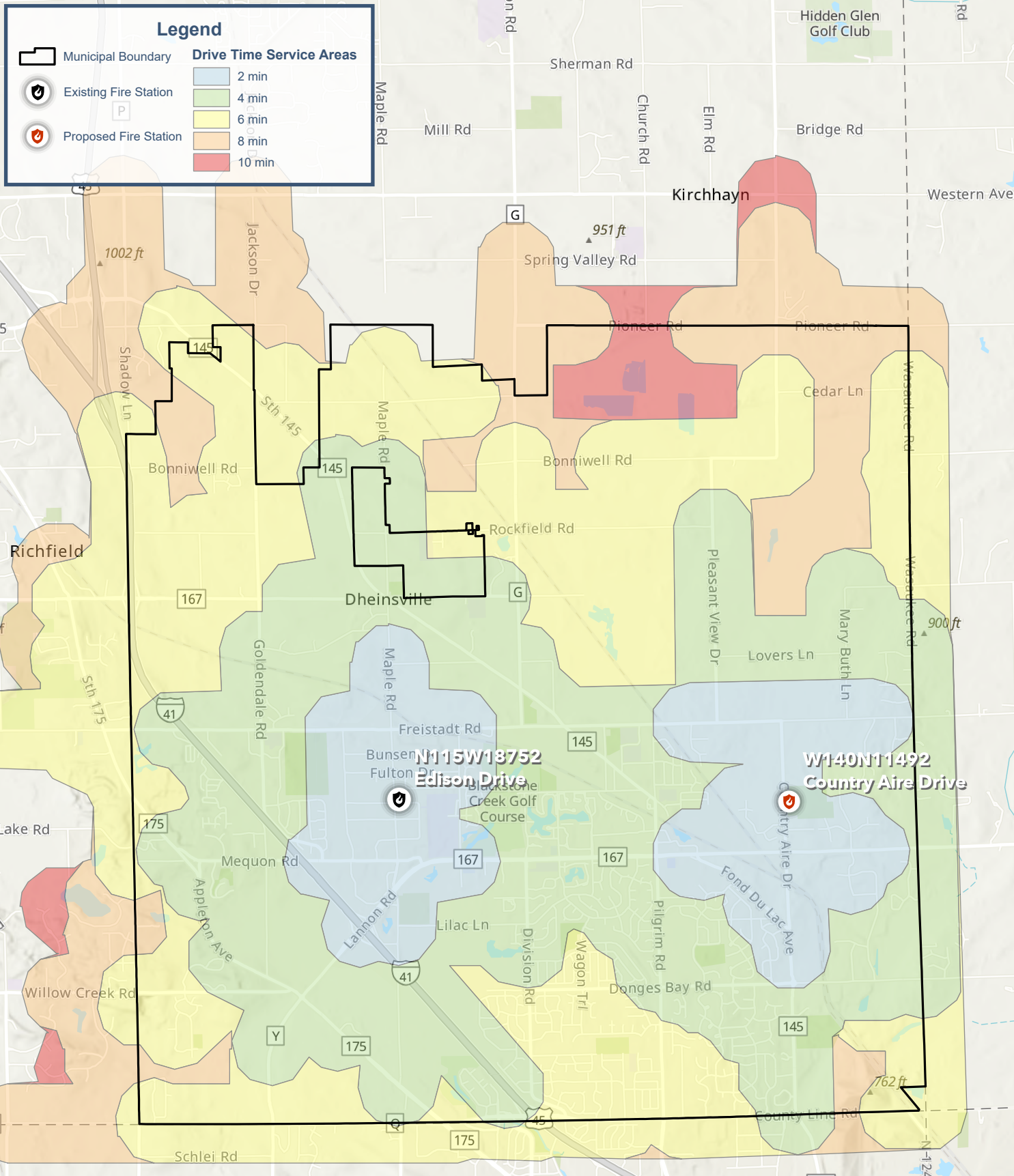
FIRE STATION - W140N11492 COUNTRY AIRE DRIVE

ENVIRONMENTAL CONDITIONS

**VILLAGE OF GERMANTOWN
 WASHINGTON COUNTY, WISCONSIN**

FIGURE ES1

GRAEF

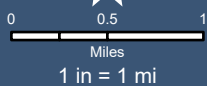


FIRE STATION - W140N11492 COUNTRY AIRE DRIVE

FIGURE DT1

DRIVE TIME SERVICE AREAS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN



**Project Fact
Sheet:**

Project Name	Germantown – Fire Department
Project No.	2024-0820.04
Property Statistics	
Property Address	W140N11492 Country Aire Drive (SW corner, N of driveway) – Village of Germantown
AHJ's	Village of Germantown Parks and Recreation Department Village of Germantown Community Development Department Village of Germantown Public Works Department Wisconsin Department of Natural Resources (DNR)
Building Size	Locker rooms and shed
Site Context (surrounding land uses)	Single home housing and farmland
Surrounding Zoning	A-1,2 - Agricultural District RS-1,2,3 - Single-Family Residential
Utilities	
Sanitary	Available adjacent to site
Water	Available adjacent to site
Power	Available adjacent to site
Environmental	
Wetlands	Yes, throughout site
Wetland Indicators	Yes, throughout site
Floodplain	Zone X
Site Access	Existing access on Country Aire Dr, potentially can tie into existing driveway and/or expand parking lot
Stormwater	Existing pond on NW portion of site AtA: Slow infiltration due to clay content, leading to potential ponding and runoff. Engineered drainage systems can mitigate runoff. DsA: Moderate infiltration; potential for surface runoff during heavy rainfall. MgA: Slow drainage in heavy rain due to loam texture, requiring runoff management. Mild slopes facilitate drainage, reducing ponding risk. MtA: Moderate infiltration, necessitating careful stormwater planning in development. Gentle slopes support natural drainage, aiding stormwater control. Mzb: <u>Poor drainage</u> due to clay content; high risk of surface runoff and ponding. Minimal slope reduces erosion risk; stormwater systems can mitigate runoff issues. OuB: Carbonate substratum <u>may affect water retention</u>. Natural slopes assist in drainage; erosion control measures can manage stormwater. OuB2: Carbonate layers may alter water flow. Moderate slopes help with drainage; erosion control can enhance stormwater management. OuC2: <u>High erosion and runoff risk</u>; steep slopes require significant stormwater management. Slopes facilitate drainage; terracing and control systems can manage water flow effectively. Ph: Flat terrain may lead to poor drainage and standing water. <u>Suitable for retention and detention</u>

	<u>basins to manage stormwater.</u> ShB: Moderate slopes can lead to runoff and erosion, requiring management strategies. Slopes support natural drainage, aiding stormwater movement and control.
Site Constraints	
Bedrock	AtA (SE): Typically deep bedrock, minimal excavation issues expected. Ideal for construction with little concern for hitting bedrock. DsA (Far E): Generally deep, allowing for flexible construction options. Rarely encounters bedrock, offering a stable foundation. MgA (W third): Typically deep, minimal risk of encountering bedrock. Suitable for most building projects. MtA (NE): Usually deep, providing ample depth for construction. Minimal bedrock constraints, supporting varied uses. Mzb (NE corner): Typically deep, though heavy clay might obscure underlying rock layers. Bedrock rarely affects construction, but clay content may complicate digging. OuB (SW & NE): Variable depth, potential for shallow carbonate-rich layers. Requires site-specific checks to assess foundation depth. OuB2 (S NE): Moderate depth, <u>higher likelihood of encountering</u> bedrock due to erosion. Detailed geotechnical surveys needed. OuC2 (Middle Bottom): Moderate depth with a <u>higher chance of bedrock exposure</u>. Erosion increases the likelihood of encountering bedrock, requiring careful evaluation. Ph (Middle of Site): Typically deep, offering flexibility for development without bedrock hindrance. Rarely impacted by bedrock issues. ShB (E half): Generally deep, providing suitable conditions for construction. Minimal constraints, but access may be influenced by terrain.
Grading Issues	AtA (0 to 2 percent slopes): Minimal erosion risk due to flat slope. <u>Needs proper grading for water runoff and compaction management.</u> DsA (1 to 3 percent slopes): Slight slopes aid drainage; minimal grading concerns. Adequate for construction with gentle runoff management. MgA (1 to 3 percent slopes): Mild slope provides natural drainage but requires minimal leveling. Suitable for development with moderate attention to grading. MtA (1 to 3 percent slopes): Gentle slope aids drainage, presenting minimal grading challenges. Suitable for most construction projects with minor slope adjustments. Mzb: <u>Very flat with clay content complicating grading.</u> May require careful drainage planning to prevent water accumulation. OuB (2 to 6 percent slopes): Moderate slope increases erosion risk; requires erosion control and proper runoff management. OuB2 (2 to 6 percent slopes, eroded): Moderate erosion risk due to slopes and previous erosion; requires erosion control and careful grading for stability. OuC2 (6 to 12 percent slopes, eroded): <u>High erosion risk with steep slopes;</u> needs significant erosion control, potential terracing, and drainage management. Ph (0 to 2 percent slopes): <u>Very flat terrain;</u> minimal grading needed but may require drainage solutions to manage water flow. ShB (2 to 6 percent slopes): Moderate slopes can lead to erosion; requires erosion control and effective runoff management.
Distance to Nearest Fire Station	3.8 miles
Adopted Plans, Goals, and Policies	
Overlay Zones	N/A

Development Regulations for Current Zoning Designation	
Zoning Designation	I-Institutional
Permitted Land Uses	a) Churches and synagogues. b) Hospitals, sanatorium, nursing homes and clinics. c) Libraries, museums and art galleries. d) Public or private schools, colleges and universities. e) <u>Public administrative offices, including fire and police stations.</u> f) Public utility offices
Rezoning required?	No
Setbacks	Front yard, minimum: Equal to average setback on each side of the use or districts Rear yard, minimum: 25 feet Side yard, minimum: Equal to side yard on adjacent use parcels or districts
Dimensional Standards	Building Standards: • Building height, maximum: 35 feet Coverage Standards: • Building coverage, maximum: 70 percent • Lot coverage, maximum: Building coverage limited to 70 percent Lot Standards: • Lot area, minimum: 7,200 sq. ft. • Lot width, minimum: 60 feet at setback line

FIRE STATION SITE #2

W151N11112 Mequon Road – Frederick Gierach

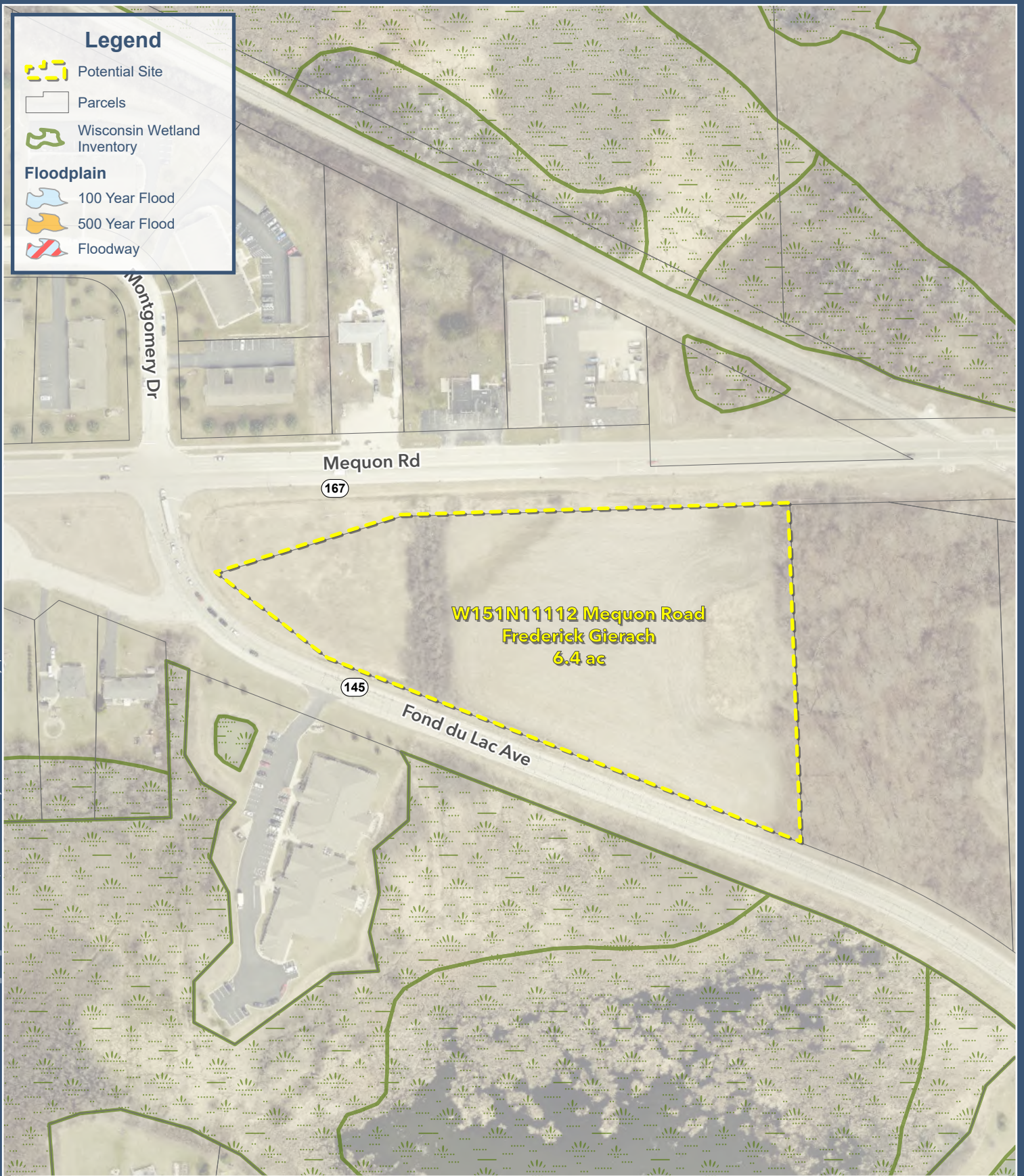
This summary evaluates the suitability of the site for a new 21,600 sf fire station in Germantown. The site is located among a mix of agricultural, residential, and commercial properties, offering access via Mequon Road and Fond du Lac Road with necessary WisDOT permits. Zoned B-1 Neighborhood Business, the site requires rezoning for a fire station. Utilities such as sanitary, water, and power are available adjacent to the site, as well as supporting infrastructure. Although the site has small undelineated wetlands, soil conditions support effective stormwater management. Bedrock on-site may be an issue. Further geotechnical exploration required to determine site constraints. A Phase 1 is recommended to determine if there are additional environmental constraints. Located 2.9 miles from the nearest fire station, the site is under the jurisdiction of the Village of Germantown, WisDOT, and other local authorities.

CONCLUSION: The site is a viable option for the fire station, provided zoning and erosion challenges are addressed, as well as parking and additional infrastructure is built.



Legend

-  Potential Site
-  Parcels
-  Wisconsin Wetland Inventory
- Floodplain**
 -  100 Year Flood
 -  500 Year Flood
 -  Floodway



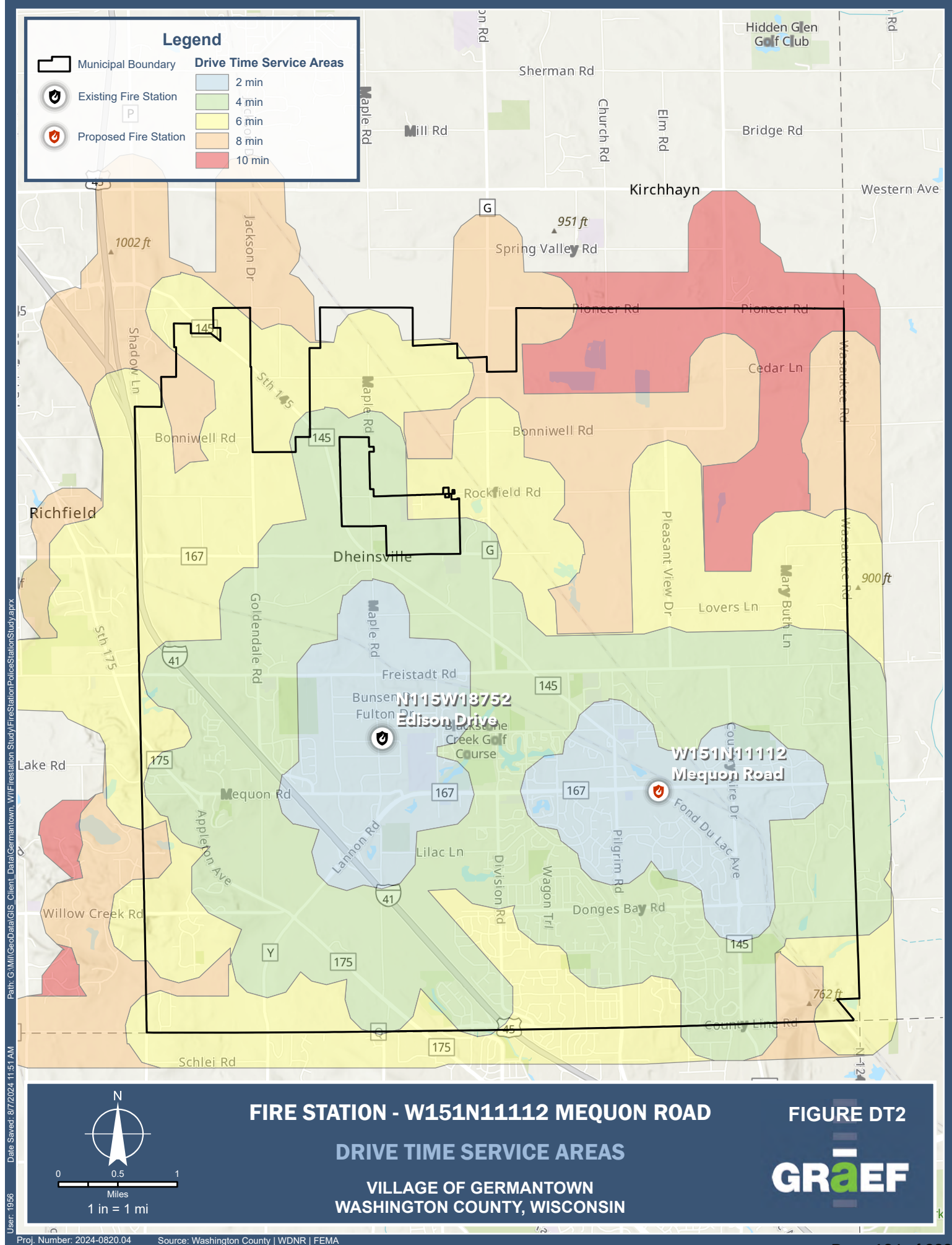
FIRE STATION - W151N11112 MEQUON ROAD

ENVIRONMENTAL CONDITIONS

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN**

FIGURE ES2

GRaEF



Project Fact Sheet:	
Project Name	Germantown – Fire Station Needs Assessment
Project No.	2024-0820.04
Property Statistics	
Property Address	W151N11112 Mequon Road – Frederick Gierach
AHJ's	Village of Germantown Community Development Department Village of Germantown Public Works Department Wisconsin Department of Transportation (WisDOT)
Building Size	N/A – Vacant Lot
Site Context (surrounding land uses)	Mix of agricultural, residential, and commercial properties
Surrounding Zoning	B-3 General Business RM-3- Multiple Family Residential RS-4 Single-Family Residential A-2 – Agricultural District M-1 – Limited Industrial
Utilities	
Sanitary	Available
Water	Available
Power	Available
Environmental	
Wetlands	Yes - Wetlands too small to delineate
Wetland Indicators	Yes – Wetlands Identification and Confirmations (See Surface Water Data Viewer Map)
Floodplain	Zone X
Site Access	Existing Farm Entrance off Mequon Road (STH 167) Permit required from WisDOT Possible access off Fond du Lac Road (STH 145) Permit required from WisDOT
Stormwater	Needed – Wet Pond and storm sewer; Bio-Basin questionable due to soils
MMSD	Submittal required
Site Constraints	Swale/ditch surrounding corner of Property Approximately 5' of fall across the site
Bedrock	Bedrock Possible Soil Types: OuB2-Ozaukee silt loam, 2 to 6 percent slopes, eroded Mzb-Montgomery silty clay loam MzfA-Mundelein silt loam, 1 to 3 percent slopes
Grading Issues	Ozaukee silt loam: Requires erosion control due to its eroded state. Montgomery silty clay loam: Needs careful water management due to poor drainage
Distance to Nearest Fire Station	2.9 miles
Adopted Plans, Goals, and Policies	
Overlay Zones	N/A

Development Regulations for Current Zoning Designation	
Zoning Designation	B-1 Neighborhood Business
Permitted Land Uses	Commercial • Antique store • Art, dance or music studio • Bakery • Barber and beauty shop • Book store • Business office • Candy and confectionery store • Clock/watch shop • Clothing store • Commercial kennel • Computer sales and services • Convenience store • Delicatessen • Drug store • Financial or tax consultant • Florist • Furniture store • Garden supply • Gift store • Grocery store • Hardware store • Hobby store • Horticultural store • Liquor store • Meat fish or poultry store • Optical store • Photo and film store • Photo studio • Professional office • Real estate and insurance office • Restaurant • Second hand store • Self service laundry • Shoe repair store • Soda fountain • Sporting goods store • Variety Government and Community Services: • Health clinic • Noncommercial club • Park and playground Telecommunication and Utilities

	Accessory Uses
Rezoning required?	Yes – No Option for Conditional Use for Fire Department Facility
Setbacks	Front yard, minimum: 30 feet Rear yard, minimum: 30 feet for principal building; 25 feet for accessory building Side yard, minimum: 20 feet

FIRE STATION SITE #3

N104W13645 Donges Bay Road – Benz Oil Holdings, Inc.

This summary evaluates the suitability of the site for a new 21,600 sf fire station in Germantown. Currently the site is vacant with the remnants of the old concrete processing facility, current storage areas present and two cell towers. Its strategic location offers easy access to major roads, facilitating efficient public service deployment. Zoned as M-1 Limited Industrial District, the site will require rezoning to accommodate a fire station. Utilities, including sanitary, water, and power, are available adjacent to the site. Further investigation is needed to determine the impact of the existing cell towers to the site layout. While the site lacks existing stormwater features, soil conditions appear to allow for effective management practices. While not within a designated wetland area, soil types like OuB2 and MtA suggest potential wetlands. Bedrock on-site may be an issue. Further geotechnical exploration required to determine site constraints. Given that the site was a former concrete processing site a Phase I evaluation is recommended prior to purchase. Located 4.3 miles from the nearest fire station, the site falls under the jurisdiction of local and state departments, including the Village of Germantown and WisDOT.

CONCLUSION: The site is a viable option for the fire department, provided zoning challenges and erosion control strategies are addressed.

Legend



Potential Site



Parcels



Building



Pavement



Stormwater Pond

Contours



Index

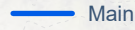


Intermediate

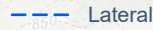
Water Utilities



Hydrant



Main

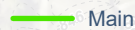


Lateral

Sanitary Utilities



Sanitary Structure



Main



Lateral

Zoning District: M-1 (Limited Industrial)

N104W13645 Donges Bay Road
Benz Oil Holdings Inc.
12.4 ac

21,600 SF
 1-Story Garage 2-Story
 Firehouse
 (90'x240')

FIRE STATION - N104W13645 DONGES BAY ROAD

SITE MAP

**VILLAGE OF GERMANTOWN
 WASHINGTON COUNTY, WISCONSIN**

FIGURE S3A

GräEF



0 200
 Feet
 1 in = 200 ft

Legend



Potential Site



Parcels



Wisconsin Wetland Inventory

Floodplain



100 Year Flood



500 Year Flood



Floodway

Donges Bay Rd

N104W13645 Donges Bay Road
Benz Oil Holdings Inc.
12.4 ac



0 200
Feet
1 in = 200 ft

FIRE STATION - N104W13645 DONGES BAY ROAD

ENVIRONMENTAL CONDITIONS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

FIGURE ES3

GRAEF

Municipal Boundary

Existing Fire Station

Proposed Fire Station

Drive Time Service Areas

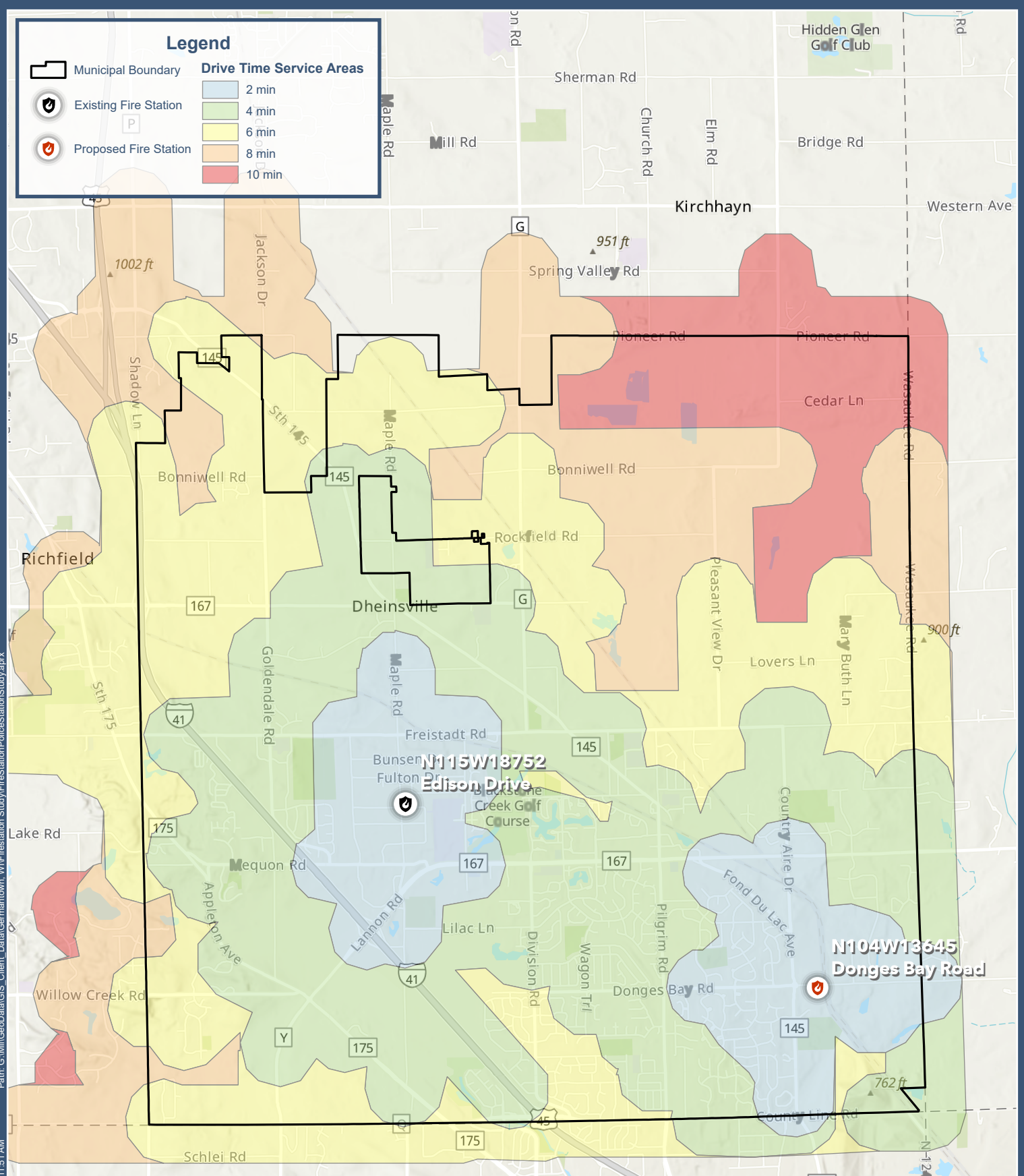
2 min

4 min

6 min

8 min

10 min



FIRE STATION - N104W13645 DONGES BAY ROAD

FIGURE DT3

DRIVE TIME SERVICE AREAS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

Path: G:\M\GeoData\GIS_Client_Data\Germantown_WI\FireStationStudy\FireStationPoliceStationStudy.aprx
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**Project Fact
Sheet:**

Project Name	Germantown – Fire Department
Project No.	2024-0820.04
Property Statistics	
Property Address	N104W13645 Donges Bay Road – Benz Oil Holdings, Inc.
AHJ's	Village of Germantown Community Development Department Village of Germantown Public Works Department Washington County Highway Department Wisconsin Department of Natural Resources (DNR) Wisconsin Department of Transportation (WisDOT)
Building Size	N/A - Site used for managing and storing public works equipment and vehicles necessary for municipal operations, including maintenance and road work.
Site Context (surrounding land uses)	Currently houses the Germantown Department of Public Works. The site supports the village's infrastructure projects and routine maintenance activities such as snow plowing, street repairs, and public utilities management. The site is strategically located with easy access to major roads, supporting efficient deployment of public works services across Germantown
Surrounding Zoning	Surrounding area is primarily zoned for residential use with nearby industrial zones, making it suitable for municipal operations while remaining close to residential areas. I - Institutional A-1 - Agricultural District M-1 - Limited Industrial RS-4 - Single-Family Residential
Utilities	Construction on Division Rd (maybe new laterals see PIM invite for more information)
Sanitary	Available adjacent to site
Water	Available adjacent to site
Power	Available adjacent to site
Environmental	
Wetlands	No – but there is one located directly north and another directly south of the site boundaries
Wetland Indicators	Maybe – there are two soil types on the far west side of the site with wetland indicators OuB2 MtA
Floodplain	Zone X
Site Access	Existing access off Donges Bay Rd
Stormwater	No existing storm water features found MtA: Moderate infiltration rates, moderate drainage, but heavy rainfall can exceed the soil's absorption capacity, leading to temporary ponding. <u>Suitable for stormwater management practices like swales and rain gardens that can enhance infiltration and reduce runoff.</u> OuB2: <u>High erosion risk</u>; carbonate substratum affects water retention, erosion control can enhance water management. ThB2: High erosion potential; increased runoff during heavy rain. Natural slopes aid stormwater flow;

	erosion control can improve infiltration.
Site Constraints	
Bedrock	MtA (W): Usually deep, providing ample depth for construction. Minimal bedrock constraints, supporting varied uses. OuB2 (majority of site): Moderate depth, <u>higher likelihood of encountering</u> bedrock due to erosion. Detailed geotechnical surveys needed. ThB2(NW): Generally deep; eroded areas may need geotechnical evaluation.
Grading Issues	MtA (1 to 3 percent slopes): Gentle slope aids drainage, presenting minimal grading challenges. Suitable for most construction projects with minor slope adjustments. OuB2 (2 to 6 percent slopes, eroded): Moderate erosion risk due to slopes and previous erosion; requires erosion control and careful grading for stability. ThB2 (2 to 6 percent slopes): <u>High erosion risk; significant erosion control and grading required.</u>
Distance to Nearest Fire Station	4.3 miles
Adopted Plans, Goals, and Policies	
Overlay Zones	N/A
Development Regulations for Current Zoning Designation	
Zoning Designation	M-1 LIMITED INDUSTRIAL DISTRICT
Permitted Land Uses	I. PERMITTED PRINCIPAL USES. ○ Building and yards for the storage and wholesale of goods and materials ○ All uses involving the manufacture and fabrication of goods within the confines of a building ○ All uses involving the provisions of a service which is either manufacturing-related or fabrication-related and not permitted in business districts confined within a building, and in which smoke, dust, flash, heat, noise or odor produced by such service uses is confined within the building. ○ Commercial self-storage buildings where all storage is conducted within an enclosed building or individual units within a building. (Cr. Ord. #09-16) II. (2)PERMITTED ACCESSORY USES. ○ Enclosed as well as screened areas for the storage of materials other than explosive or flammable materials or substances used in the manufacturing or fabrication process. ○ Offices normally auxiliary to the principal use. ○ Garages for the storage of vehicles used in conjunction with the operation of the warehouse or industrial use. ○ Auxiliary power generators. ○ Off-street parking and loading areas. ○ One aboveground storage tank (maximum 5,000 gallon capacity) for storage of flammable materials, subject to compliance with section 11.071 of this Code. (Cr. Ord. #30-97)
Rezoning required?	Yes – does not meet conditional requirements. See 17.33 (3) code
Setbacks	Front yard, minimum: 30 feet Rear yard, minimum: 25 feet

	Side yard, minimum: 10 feet
Dimensional Standards	Building Standards: • Building height, maximum: 45 feet Coverage Standards: • Building coverage, maximum: 80 percent Lot Standards: • Lot area, minimum: 30,000 sq. ft. • Lot width, minimum: 120 feet at setback line

POLICE STATION SITE #1

N122W17177 Fond du Lac Avenue – Village of Germantown

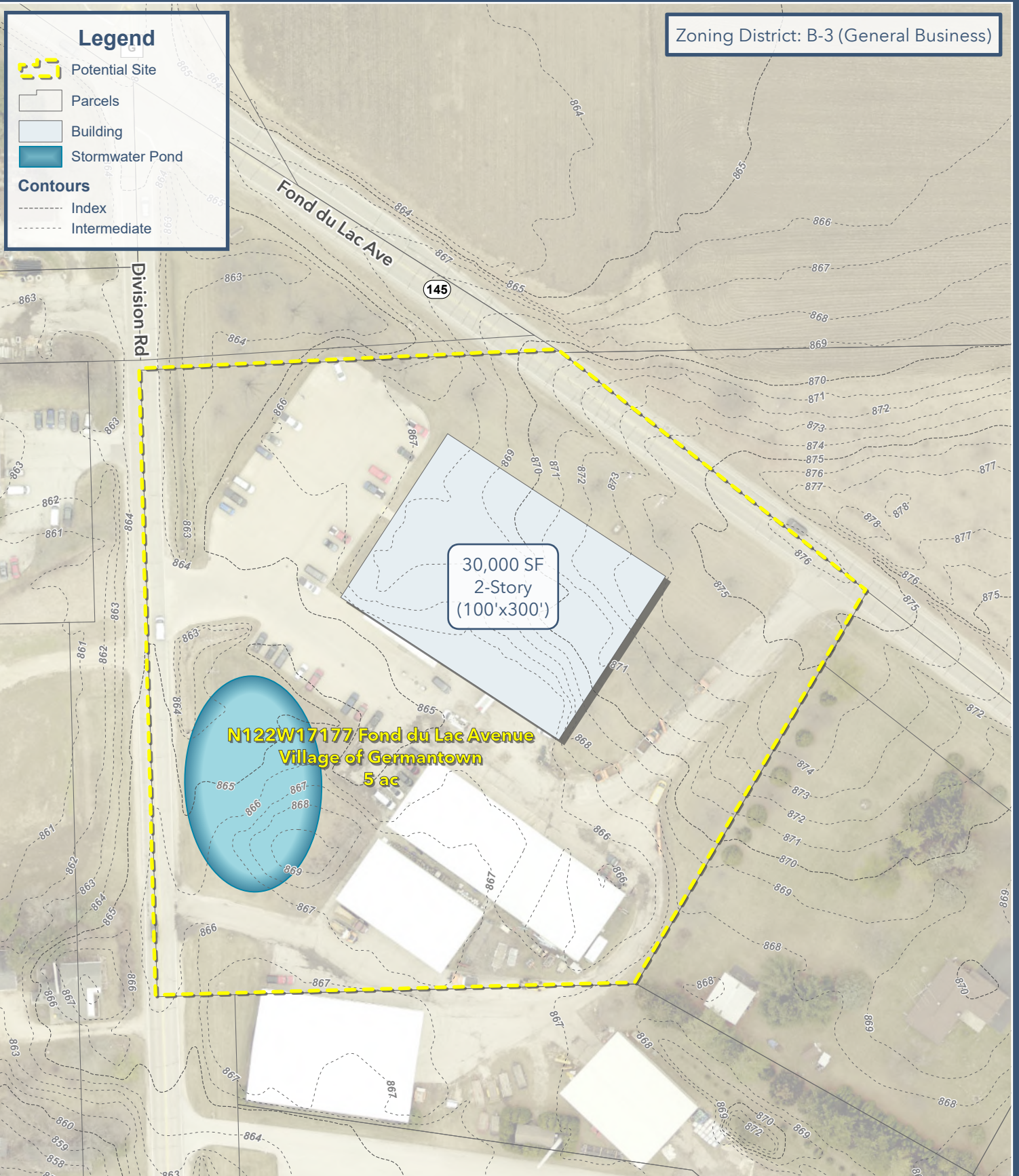
This summary evaluates the suitability of the site at for a new police department facility; 30,000sf (2 story) or 47,000sf (1-story) in Germantown. The site encompasses two buildings of approximately 11,000 square foot (that would need to be demolished and is surrounded by agricultural land and park areas. It is zoned as Institutional (I), allowing for police station development without the need for rezoning. Power is available adjacent to the site and water and sanitary sewer service will need to be extended approximately 2,250 LF. The site has existing access from Fond du Lac Road (STH 145) and Division Road (CTH G). The property is partially situated in Floodplain Zone X but does not contain wetlands or wetland indicators. Existing stormwater infrastructure includes piping, but a detention pond may be necessary to manage runoff with additional construction. Bedrock on-site may be an issue. Further geotechnical exploration required to determine site constraints. A Phase 1 is recommended to determine if there are additional environmental constraints. The site features a 10-foot elevation change from Fon du Lac Road to Division Road. The site is under the jurisdiction of WisDOT, and Washington County Highway Department, and the Village of Germantown's: Community Development Department, PWD.

CONCLUSION: The site is well-suited for the proposed 30,000 sf (2 story) police department facility due to its central location within the village and strategic access to Fond du Lac Avenue, provided effective stormwater management and erosion control measures are implemented.

Legend

-  Potential Site
-  Parcels
-  Building
-  Stormwater Pond
- Contours**
 -  Index
 -  Intermediate

Zoning District: B-3 (General Business)



30,000 SF
2-Story
(100'x300')

N122W17177 Fond du Lac Avenue
Village of Germantown
5 ac



0 100
Feet
1 in = 100 ft

POLICE STATION - N122W17177 FOND DU LAC AVENUE

SITE MAP

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN**

FIGURE S4A



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Legend



Potential Site



Parcels



Building



Stormwater Pond



Sanitary Sewer &
Water Main Extension

Water Utilities



Hydrant

— Main

- - - Lateral

Sanitary Utilities



Sanitary Structure

— Main

- - - Lateral

Zoning District: B-3 (General Business)

N122W17177 Fond du Lac Avenue
Village of Germantown
5 ac

Fond du Lac Ave

Lovers Ln

Century Ln

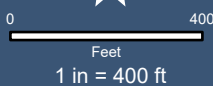
Division Rd

~2,250 LF

145

Freistadt Rd

F



POLICE STATION - N122W17177 FOND DU LAC AVENUE

FIGURE S4B

SITE MAP

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN**



Legend

-  Potential Site
-  Parcels
-  Wisconsin Wetland Inventory
- Floodplain**
-  100 Year Flood
-  500 Year Flood
-  Floodway

Fond du Lac Ave

145

Division Rd

N122W17177 Fond du Lac Avenue
Village of Germantown
5 ac



0 100
Feet
1 in = 100 ft

POLICE STATION - N122W17177 FOND DU LAC AVENUE

ENVIRONMENTAL CONDITIONS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

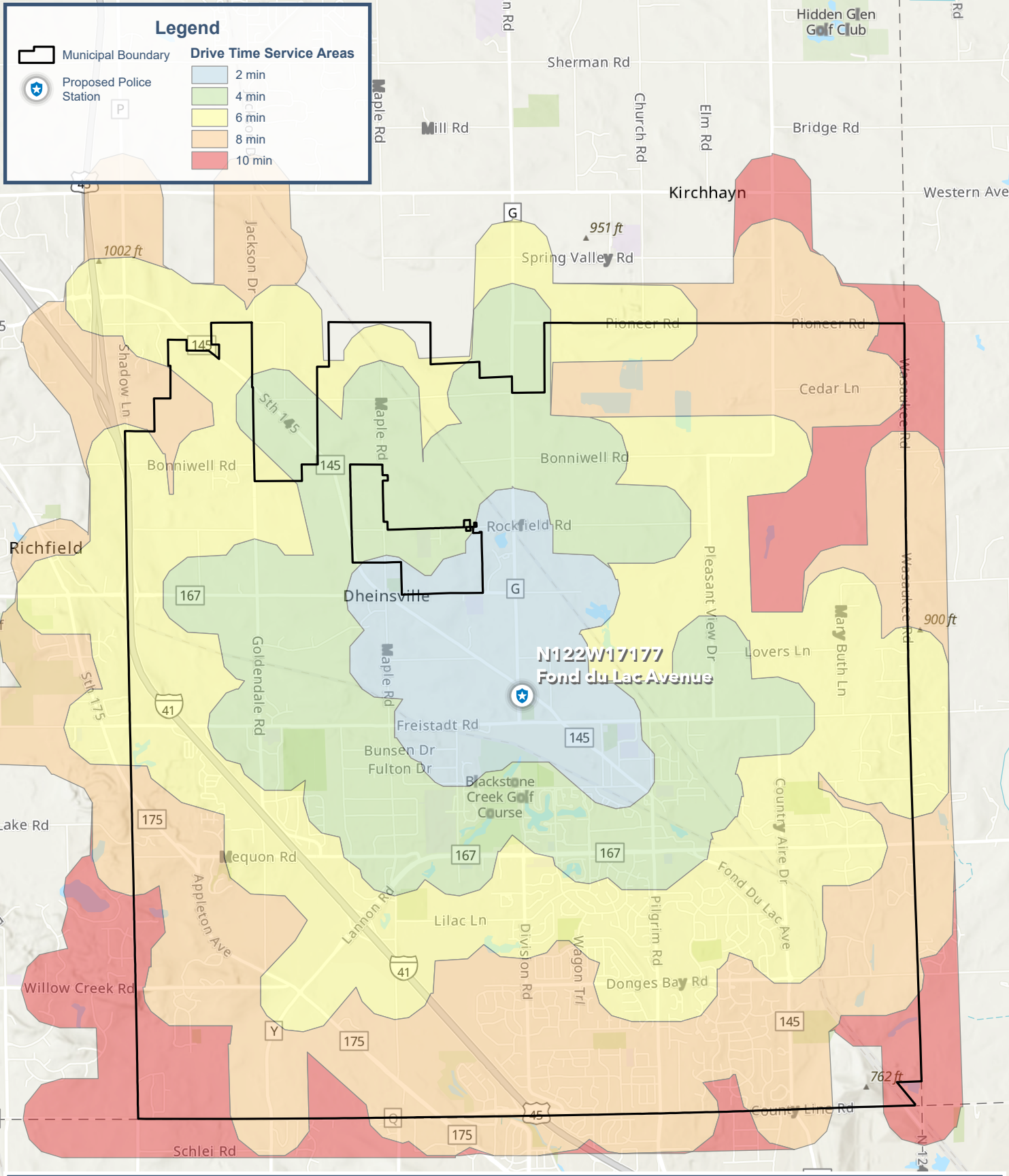
FIGURE ES4

GRAEF

Municipal Boundary
 Proposed Police Station

Drive Time Service Areas

- 2 min
- 4 min
- 6 min
- 8 min
- 10 min



0 0.5 1
Miles
1 in = 1 mi

POLICE STATION - N122W17177 FOND DU LAC AVENUE

DRIVE TIME SERVICE AREAS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

FIGURE DT4

**Project Fact
Sheet:**

Project Name	Germantown – Police Department
Project No.	2024-0820.04
Property Statistics	
Property Address	N122W17177 Fond du Lac Avenue – Village of Germantown
AHJ's	Village of Germantown Community Development Department Village of Germantown Public Works Department Wisconsin Department of Transportation (WisDOT) Washington County Highway Department
Building Size	North Building : 10,500 SF Middle: 11,500 SF South Building: 5,700 SF
Site Context (surrounding land uses)	Agricultural and Park surroundings
Surrounding Zoning	I-Institutional A-2 – Agricultural RS-3 Single Family residential B-3 Neighborhood business
Utilities	
Sanitary	Available – Need to extend ~2,500 LF
Water	Available – Need to extend ~2,500 LF
Power	Available
Environmental	
Wetlands	No
Wetland Indicators	No
Floodplain	Zone X
Site Access	Existing access off FonDuLac Road (STH 145) Permit required from WisDOT Existing access off Division RD (CTH G) Permit required from Washington County Highway department
Stormwater	Has the pipes but might need detention pond with added construction
Site Constraints	~10' elevation change
Bedrock	ScA - St. Charles silt loam, 1 to 3 percent slopes: Typically deep bedrock, minimal excavation issues expected. KwB - Kidder loam, 2 to 6 percent slopes: Moderate bedrock depth, may require deeper foundations, site-specific checks recommended. KwC2 - Kidder loam, 6 to 12 percent slopes, eroded: Moderate bedrock depth, higher likelihood of encountering bedrock due to erosion, detailed geotechnical survey needed.
Grading Issues	ScA - Minimal erosion risk; needs proper grading for water runoff and compaction management. KwB - erosion risk; requires erosion control, good drainage planning, and proper runoff management. KwC2 - High erosion risk; <u>needs significant erosion control</u> , potential terracing, critical drainage management, and careful runoff planning.

Adopted Plans, Goals, and Policies	
Overlay Zones	
Development Regulations for Current Zoning Designation	
Zoning Designation	I-Institutional
Permitted Land Uses	a) Churches and synagogues. b) Hospitals, sanatorium, nursing homes and clinics. c) Libraries, museums and art galleries. d) Public or private schools, colleges and universities. e) <u>Public administrative offices, including fire and police stations.</u> f) Public utility offices
Rezoning required?	No
Setbacks	Front yard, minimum: Equal to average setback on each side of the use or districts Rear yard, minimum: 25 feet Side yard, minimum: Equal to side yard on adjacent use parcels or districts
Dimensional Standards	Building Standards: • Building height, maximum: 35 feet Coverage Standards: • Building coverage, maximum: 70 percent • Lot coverage, maximum: Building coverage limited to 70 percent Lot Standards: • Lot area, minimum: 7,200 sq. ft. • Lot width, minimum: 60 feet at setback line

POLICE STATION SITE #2

W188N10963 Maple Road – KT Real Estate Holdings LLC

This summary evaluates the suitability of the site at for a new police department facility; 30,000sf (2 story) or 47,000sf (1-story) in Germantown. The site contains two existing buildings, measuring 4,316 square feet and 2,658 square feet, respectively, and is surrounded by a gymnastics gym, autobody shop, and hotel. It is located within a B-5 Highway Business zoning area, which requires rezoning for a police department. The site is supported by available utilities, including sanitary, water, and power. It has existing access off Commerce Circle. While most of the site is in Floodplain Zone X, the southeast portion falls into Zone AE, indicating a higher flood risk. No wetlands or wetland indicators are present on the site. Bedrock on-site may be an issue. Further geotechnical exploration required to determine site constraints. Given that the site is a functioning gas station a Phase I evaluation is recommended prior to purchase. The site falls under the jurisdiction of the Village of Germantown Community Development Department, DNR, and WisDOT.

CONCLUSION: Due to building size requirements and lack of slope, the site is not a viable option for either the single story or two-story police station.

Legend

- Potential Site
- Parcels
- Building
- Contours
 - Index
 - Intermediate

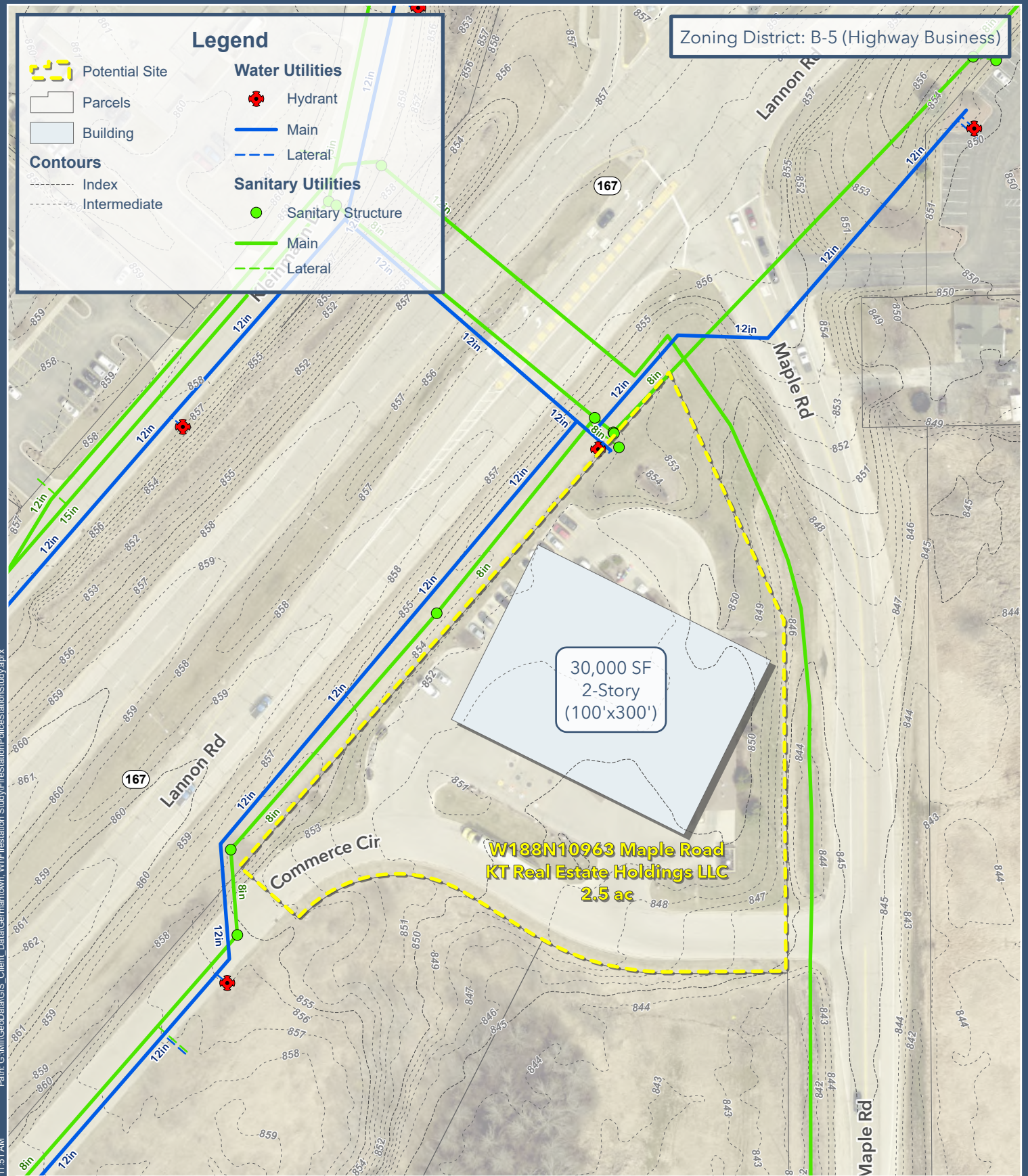
Water Utilities

- Hydrant
- Main
- Lateral

Sanitary Utilities

- Sanitary Structure
- Main
- Lateral

Zoning District: B-5 (Highway Business)



POLICE STATION - W188N10963 MAPLE ROAD

SITE MAP

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

FIGURE S5

GRAEF

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Legend

 Potential Site

 Parcels

 Wisconsin Wetland Inventory

Floodplain

 100 Year Flood

 500 Year Flood

 Floodway





0 100
Feet
1 in = 100 ft

POLICE STATION - W188N10963 MAPLE ROAD

ENVIRONMENTAL CONDITIONS

**VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN**

FIGURE ES5



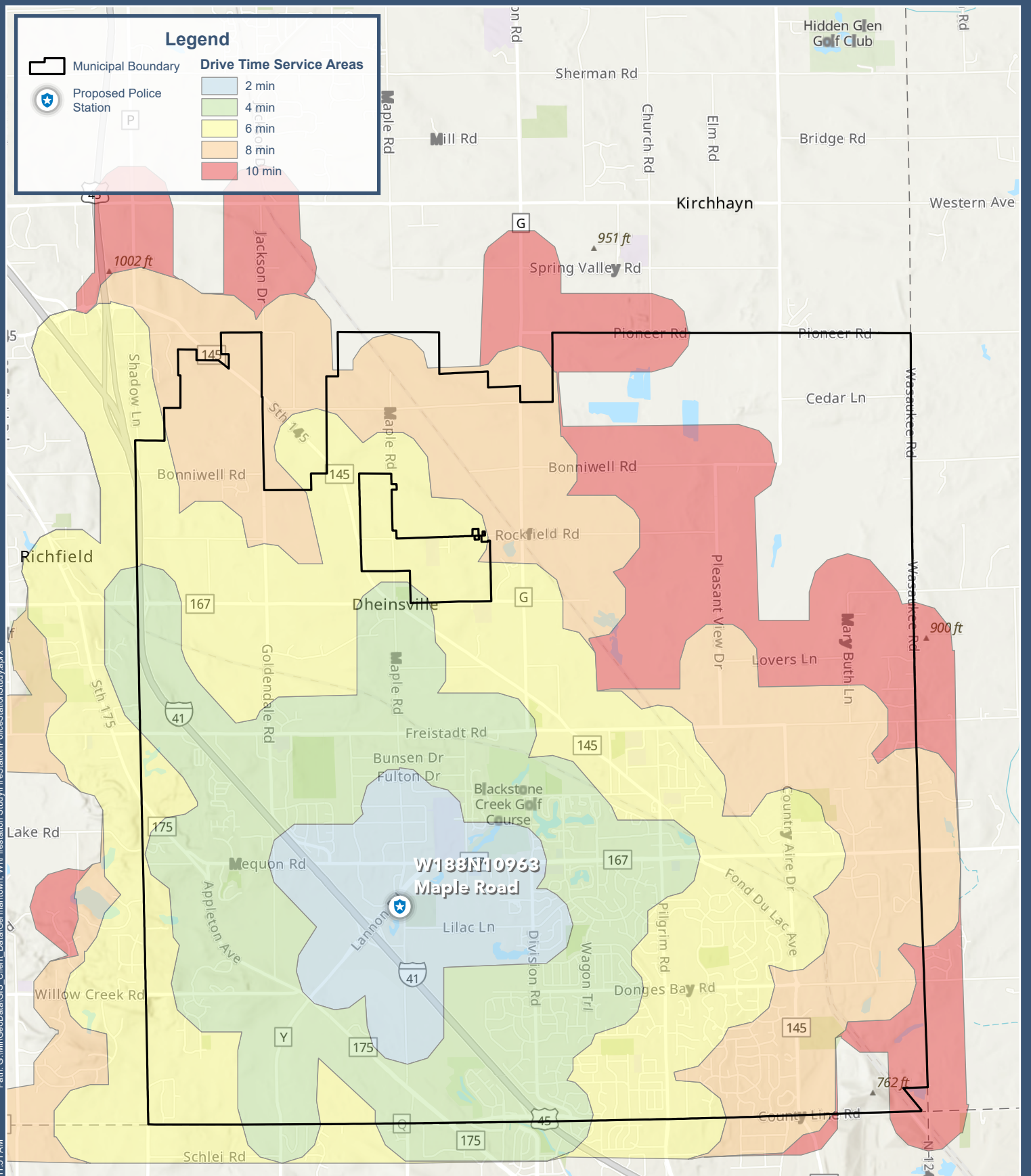
Legend

Municipal Boundary

Proposed Police Station

Drive Time Service Areas

- 2 min
- 4 min
- 6 min
- 8 min
- 10 min



0 0.5 1
Miles
1 in = 1 mi

POLICE STATION - W188N10963 MAPLE ROAD

DRIVE TIME SERVICE AREAS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

FIGURE DT5

GRAEF

**Project Fact
Sheet:**

Project Name	Germantown – Police Department
Project No.	2024-0820.04
Property Statistics	
Property Address	W188N10963 Maple Road – KT Real Estate Holdings LLC
AHJ's	Village of Germantown Community Development Department Wisconsin Department of Natural Resources (DNR) Wisconsin Department of Transportation (WisDOT)
Building Size	N building: 4,316 sqft E Building: 2658 sqft
Site Context (surrounding land uses)	Gymnastics gym and autobody to the NW, Hotel to NE and SW SE is empty
Surrounding Zoning	B-5 Highway Business B-1 Neighborhood Business I Institutional RS-5 Single-Family Residential (hotel)
Utilities	
Sanitary	Available adjacent to site
Water	Available adjacent to site
Power	Available adjacent to site
Environmental	
Wetlands	No
Wetland Indicators	No
Floodplain	Mostly Zone X, SE falls into Zone AE
Site Access	Existing access off commerce Cir
Stormwater	No existing storm water features found CrD2: High erosion risk due to steep slopes; rapid runoff can lead to soil degradation. DsA: Moderate infiltration; potential surface runoff with heavy rain. GP: <u>Poor water retention and rapid drainage due to loose gravel material.</u> Excellent drainage reduces waterlogging; suitable for managing stormwater overflow. Hu: <u>High water retention; prone to waterlogging and poor drainage.</u> Flat terrain helps minimize erosion; suitable for wetland and floodplain management. Mzb: Poor drainage due to high clay content; potential ponding and surface runoff. engineered drainage systems can improve runoff management.
Site Constraints	~10' topo site change
Bedrock	CrD2: Variable depth; steep terrain may increase the likelihood of encountering bedrock. DsA: Generally deep, providing flexibility for construction without significant bedrock issues. GP: Variable; excavation may expose bedrock or require removal of gravel deposits. Hu: Typically deep; peat layers obscure bedrock, requiring specialized assessment for construction. Mzb: Generally deep, though clay content can mask underlying rock layers.

Grading Issues	CrD2 (12 to 20 percent slopes): High erosion risk; requires significant erosion control and terracing. DsA (1 to 3 percent slopes): Minimal grading challenges; gentle slopes aid natural water runoff. GP: Variable terrain; requires extensive grading for stabilization and development. Hu (0 to 2 percent slopes): Poor load-bearing capacity; requires careful grading to prevent waterlogging and ensure stability. Mzb: Very flat with clay content complicating grading; needs drainage solutions to prevent ponding.
Adopted Plans, Goals, and Policies	
Overlay Zones	Highway Interchange Area District 100-year Floodplain
Development Regulations for Current Zoning Designation	
Zoning Designation	B-5 Highway Business
Permitted Land Uses	• PERMITTED PRINCIPAL USES. ○ Appliance sales and services. ○ Art, dance or music studios. ○ Banks, savings and loan associations and other financial institutions.\ ○ Business offices. ○ Cellular phone retail store. ○ Convenience food stores. ○ Delicatessens.(h)Dentist, physician or other similar professional health offices. ○ Hotels and motels. ○ Indoor health and recreation establishments. ○ Petroleum service stations. ○ Professional offices. ○ Restaurants. ○ Transit bus station • PERMITTED ACCESSORY USES ○ Off-street parking and loading areas. ○ Roof-mounted satellite transmitting and receiving fixtures. ○ Drive-through establishments and facilities provided that all such facilities meet the yard requirements set forth herein, any protective canopy shall be located not closer than 25 feet to the property line, and any parking stall or driveway, shall not be closer than 50 feet to a residential district lot line (per section 17.45(1)(b)). (Cr. Ord. #7-04) ○ Outdoor vending (see section 17.50). (Cr. Ord. #24-10)
Rezoning required?	Yes – does not meet conditional requirements. See 17.32 (3) code
Setbacks	Front yard, minimum: 40 feet Rear yard, minimum: 25 feet for principal building; 5 feet for accessory building Side yard, minimum: 10 feet for principal building; 5 feet for accessory building
Dimensional Standards	Building Standards: • Building height, maximum: 35 feet, maximum of 2 stories Coverage Standards: • Building coverage, maximum: 80 percent Lot Standards: • Lot area, minimum: 30,000 sq. ft. • Lot width, minimum: 120 feet at setback line

SAFETY FACILITY SITE #1

N104W13645 Donges Bay Road – Benz Oil Holdings, Inc.

This summary evaluates the suitability of the site for a new 51,600 sf safety facility in Germantown. Currently the site is vacant with the remnants of the old concrete processing facility, current storage areas present and two cell towers. Its strategic location offers easy access to major roads, facilitating efficient public service deployment. Zoned as M-1 Limited Industrial District, the site will require rezoning to accommodate a fire station. Utilities, including sanitary, water, and power, are available adjacent to the site. Further investigation is needed to determine the impact of the existing cell towers to the site layout. While the site lacks existing stormwater features, soil conditions appear to allow for effective management practices. While not within a designated wetland area, soil types like OuB2 and MtA suggest potential wetlands. Bedrock on-site may be an issue. Further geotechnical exploration required to determine site constraints. Given that the site was a former concrete processing site a Phase I evaluation is recommended prior to purchase. Located 4.3 miles from the nearest fire station, the site falls under the jurisdiction of local and state departments, including the Village of Germantown and WisDOT.

CONCLUSION: The site is a viable option for the safety facility, provided zoning challenges and erosion control strategies are addressed.

Legend



Potential Site



Parcels



Building



Pavement



Stormwater Pond

Contours



Index

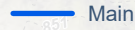


Intermediate

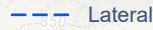
Water Utilities



Hydrant



Main



Lateral

Sanitary Utilities



Sanitary Structure



Main



Lateral

Zoning District: M-1 (Limited Industrial)

N104W13645 Donges Bay Road
Benz Oil Holdings Inc.
12.4 ac

51,600 SF
 1-Story Garage 2-Story
 Firehouse 2-Story
 Police Station
 (FD-90'x240'/PD-150'x300')

PUBLIC SAFETY BUILDING - N104W13645 DONGES BAY ROAD FIGURE S3B

SITE MAP

**VILLAGE OF GERMANTOWN
 WASHINGTON COUNTY, WISCONSIN**

GRAEF



0 200
 Feet
 1 in = 200 ft

Legend



Potential Site



Parcels



Wisconsin Wetland Inventory

Floodplain



100 Year Flood



500 Year Flood



Floodway

Donges Bay Rd

N104W13645 Donges Bay Road
Benz Oil Holdings Inc.
12.4 ac



0 200
Feet
1 in = 200 ft

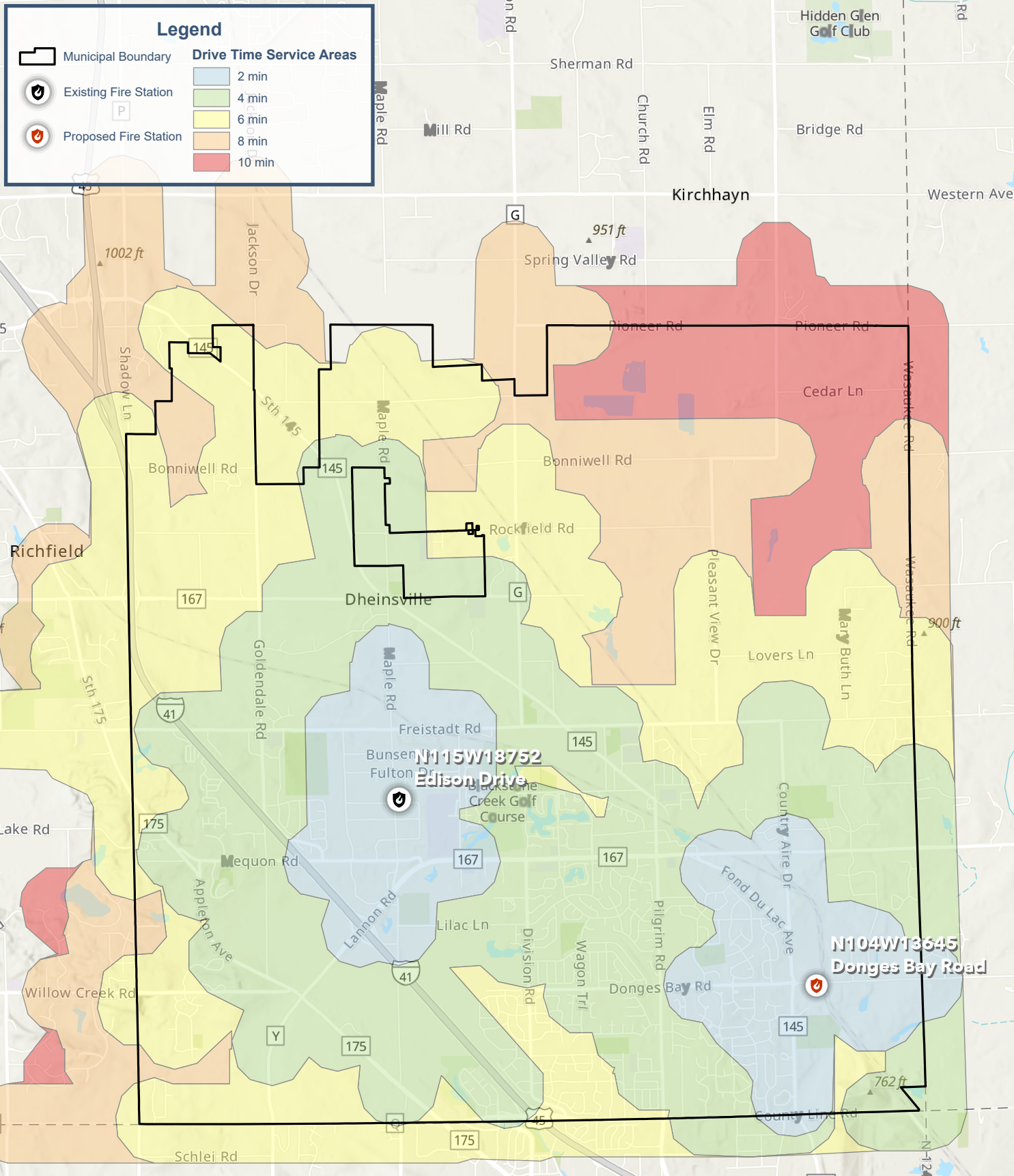
FIRE STATION - N104W13645 DONGES BAY ROAD

ENVIRONMENTAL CONDITIONS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN

FIGURE ES3

GRAEF

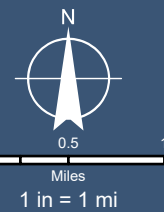


FIRE STATION - N104W13645 DONGES BAY ROAD

FIGURE DT3

DRIVE TIME SERVICE AREAS

VILLAGE OF GERMANTOWN
WASHINGTON COUNTY, WISCONSIN



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**Project Fact
Sheet:**

Project Name	Germantown – Safety Facility
Project No.	2024-0820.04
Property Statistics	
Property Address	N104W13645 Donges Bay Road – Benz Oil Holdings, Inc.
AHJ's	Village of Germantown Community Development Department Village of Germantown Public Works Department Washington County Highway Department Wisconsin Department of Natural Resources (DNR) Wisconsin Department of Transportation (WisDOT)
Building Size	N/A - Site used for managing and storing public works equipment and vehicles necessary for municipal operations, including maintenance and road work.
Site Context (surrounding land uses)	Currently houses the Germantown Department of Public Works. The site supports the village's infrastructure projects and routine maintenance activities such as snow plowing, street repairs, and public utilities management. The site is strategically located with easy access to major roads, supporting efficient deployment of public works services across Germantown
Surrounding Zoning	Surrounding area is primarily zoned for residential use with nearby industrial zones, making it suitable for municipal operations while remaining close to residential areas. I - Institutional A-1 - Agricultural District M-1 - Limited Industrial RS-4 - Single-Family Residential
Utilities	Construction on Division Rd (maybe new laterals see PIM invite for more information)
Sanitary	Available adjacent to site
Water	Available adjacent to site
Power	Available adjacent to site
Environmental	
Wetlands	No – but there is one located directly north and another directly south of the site boundaries
Wetland Indicators	Maybe – there are two soil types on the far west side of the site with wetland indicators OuB2 MtA
Floodplain	Zone X
Site Access	Existing access off Donges Bay Rd
Stormwater	No existing storm water features found MtA: Moderate infiltration rates, moderate drainage, but heavy rainfall can exceed the soil's absorption capacity, leading to temporary ponding. <u>Suitable for stormwater management practices</u> like swales and rain gardens that can enhance infiltration and reduce runoff. OuB2: <u>High erosion risk</u>; carbonate substratum affects water retention, erosion control can enhance water management. ThB2: High erosion potential; increased runoff during heavy rain. Natural slopes aid stormwater flow;

	erosion control can improve infiltration.
Site Constraints	
Bedrock	MtA (W): Usually deep, providing ample depth for construction. Minimal bedrock constraints, supporting varied uses. OuB2 (majority of site): Moderate depth, <u>higher likelihood of encountering</u> bedrock due to erosion. Detailed geotechnical surveys needed. ThB2(NW): Generally deep; eroded areas may need geotechnical evaluation.
Grading Issues	MtA (1 to 3 percent slopes): Gentle slope aids drainage, presenting minimal grading challenges. Suitable for most construction projects with minor slope adjustments. OuB2 (2 to 6 percent slopes, eroded): Moderate erosion risk due to slopes and previous erosion; requires erosion control and careful grading for stability. ThB2 (2 to 6 percent slopes): <u>High erosion risk; significant erosion control and grading required.</u>
Distance to Nearest Fire Station	4.3 miles
Adopted Plans, Goals, and Policies	
Overlay Zones	N/A
Development Regulations for Current Zoning Designation	
Zoning Designation	M-1 LIMITED INDUSTRIAL DISTRICT
Permitted Land Uses	I. PERMITTED PRINCIPAL USES. - o Building and yards for the storage and wholesale of goods and materials - o All uses involving the manufacture and fabrication of goods within the confines of a building - o All uses involving the provisions of a service which is either manufacturing-related or fabrication-related and not permitted in business districts confined within a building, and in which smoke, dust, flash, heat, noise or odor produced by such service uses is confined within the building. - o Commercial self-storage buildings where all storage is conducted within an enclosed building or individual units within a building. (Cr. Ord. #09-16) II. (2)PERMITTED ACCESSORY USES. - o Enclosed as well as screened areas for the storage of materials other than explosive or flammable materials or substances used in the manufacturing or fabrication process. - o Offices normally auxiliary to the principal use. - o Garages for the storage of vehicles used in conjunction with the operation of the warehouse or industrial use. - o Auxiliary power generators. - o Off-street parking and loading areas. - o One aboveground storage tank (maximum 5,000 gallon capacity) for storage of flammable materials, subject to compliance with section 11.071 of this Code. (Cr. Ord. #30-97)
Rezoning required?	Yes – does not meet conditional requirements. See 17.33 (3) code
Setbacks	Front yard, minimum: 30 feet Rear yard, minimum: 25 feet

	Side yard, minimum: 10 feet
Dimensional Standards	Building Standards: • Building height, maximum: 45 feet Coverage Standards: • Building coverage, maximum: 80 percent Lot Standards: • Lot area, minimum: 30,000 sq. ft. • Lot width, minimum: 120 feet at setback line



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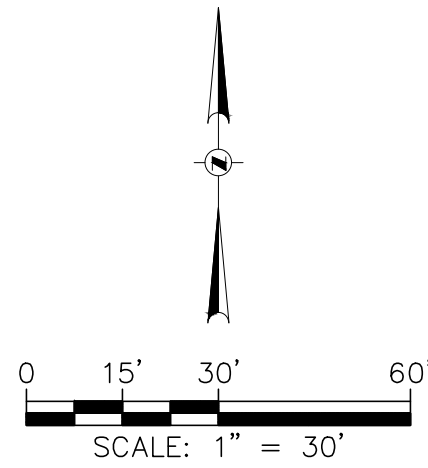


NOTICE:
In accordance with Wisconsin statute 182.0175, damage to transmission facilities, excavator shall be solely responsible to provide advance notice to the designated "ONE CALL SYSTEM" not less than three working days prior to commencement of any excavation required to perform work contained on this drawing, and further, excavator shall comply with all other requirements of this statute relative to excavator's work.

DISCLAIMER:
The underground utilities shown have been located from field survey information and existing drawings. GRAEF makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. GRAEF further does not warrant that the underground utilities shown are in the exact location indicated. GRAEF has not physically located the underground utilities.

LEGEND

- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE SIDEWALK
- PROPOSED CONCRETE PAVEMENT
- PROPOSED CURB AND GUTTER



275 West Wisconsin Avenue
Suite 300
Milwaukee, WI 53203-3318
414 / 259 1500

CONSULTANTS:

Consultant 1

Consultant 2

Consultant 3

Consultant 4

PROJECT TITLE:

GERMANTOWN FIRE STATION

W140N11492 COUNTY AIRE DRIVE

ISSUE:

NO.	DATE	REVISIONS	BY
-----	------	-----------	----

PROJECT STATUS

PROJECT INFORMATION:

PROJECT NUMBER: 2024-0820.04

DATE: 09/20/2024

DRAWN BY: RCR

CHECKED BY: DSR

APPROVED BY: DSR

SCALE: AS NOTED

SHEET TITLE:

CONCEPT LAYOUT, GRADING & UTILITIES

SHEET NUMBER:

C100

**GERMANTOWN FIRE STATION PUBLIC SAFETY BUILDING
SPACE PROGRAM**

PRA Project No. 240084-01

Lobby and Public Areas					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
1.100	Entry Vestibule	165	1	165	
1.101	Public Toilet - Men's	240	1	240	
1.102	Public Toilet - Women's	240	1	240	
1.103	Public Lobby & Drinking Fountain Alcove	474	1	474	
1.104	Public Waiting	165	1	165	Ten chairs
	Net Square Feet			1,284	
	Departmental Grossing Factor 15%			193	
	Total Unit Departmental Square Feet			1,477	

Fire Department					
Space	Facility Component	Space	Number of	Total NSF	Comments
10.100	Reception	313	1	313	
10.101	Chief Office	220	1	220	
10.102	Battalion Chief Office	150	2	300	
10.103	Lieutenant Office	121	4	484	
10.104	Open Office Area	150	2	300	
10.105	Admin office	150	1	150	
10.106	Conference Room	323	1	323	
10.107	Training Room	1750	1	1750	
10.108	Staff Toilet Room - Single Occupant	80	1	80	
10.109	Day Room	550	1	550	
10.110	Kitchen and Dining	800	1	800	3 pantries and 3 fridges, plus main fridge
10.111	Bunk Rooms	115	9	1,035	
10.112	ADA Bunk Rooms	115	1	115	
10.113	Men's Toilet Room - Single Occupant	100	1	100	
10.114	Women's Toilet Room - Single Occupant	100	1	100	
10.115	Unisex Shower Rooms	100	3	300	
10.116	Unisex Shower Room - Fully Accessible	120	1	120	
10.117	Fitness Room	600	1	600	
10.118	Turnout Gear Storage	560	1	560	40 Lockers
10.119	Equipment Room	213	1	213	
10.120	Hose Storage	245	1	245	70sf for Hose, 160sf for Stair
10.121	Storage (General)	121	1	121	near kitchen and laundry
10.122	Laundry	150	1	150	near bunk rooms
10.123	EMS Supplies	210	1	210	
10.124	Storage (General - Apparatus Bay)	150	1	150	
10.125	Tool Room/Work Bench	128	1	128	
10.126	Apparatus Bay	7375	1	7375	
10.127	Office Storage	50	1	50	office supplies
10.128	Janitor Closet	52	1	52	
10.129	File Room (Admin)	100	1	100	
10.130	Gear Laundry	225	1	225	
10.131	Training Stair	300	1	300	
10.132	Report Writing	305	1	305	
10.133	Toilet & Shower (Apparatus Bay)	90	2	180	
10.134	Breakout (Training Room)	110	1	110	Table w/ 4 chairs
10.135	Breakout (Training Room)	140	1	140	Table w/ 6 chairs
10.136	Storage (Training Room)	140	1	140	
	Net Square Feet			18,394	
	Departmental Grossing Factor 10%			1,839	
	Total Unit Departmental Square Feet			20,233	

Mechanical / Electrical					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
12.100	Mechanical / Electrical	1,285	1	1,285	include water room
12.101	IT Room	184	1	184	
	Net Square Feet			1,469	
	Departmental Grossing Factor - N/A			N/A	
	Total Unit Departmental Square Feet			1,469	

Summary of Facility Space Program					
Facility Component		Net Square Feet	Dept. Grossing Factor	Dept. Gross Square Feet	
1.000	Lobby/ & Public Areas	1,284	15%	1,477	
10.000	Fire Department	18,394	15%	21,153	
12.000	Mechanical/Electrical	1,469	NA	1,469	
Total for All Components		21,147		24,099	
Building Gross Square Feet with Grossing Factor of 10%				26,509	

10%

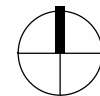
The above table summarizes the space requirements for the main police facility.

- * **Net Square Feet:** Square feet of usable space (inside wall to inside wall) for each component of the police facility.
- * **Departmental Grossing Factor:** A factor added to each component to account for circulation between spaces within each component (varies between components)
- * **Departmental Gross Square Feet:** Total square feet for usable areas and circulation within each component.
- * **Building Gross Square Feet:** A factor of 10% added to the Departmental Gross Square Feet to account for major building system wall thickness and main building circulation.



FS Color Legend

- Apparatus Bay
- Circulation
- Living/Amenities
- Offices
- Public Spaces
- Service/Utility

 **FIRST FLOOR PLAN**
1/16" = 1'-0"

PROPOSED SQUARE FOOTAGE: 25,085

09/27/2024

COUNTRY AIRE DRIVE SITE FIRE STATION

BUDGET SUMMARY

Description		Building	Site Improvement	TOTALS
Gross Area (SF)		25,225	25,225	25,225
Sitework		\$140,466	\$1,156,871	\$1,297,337
Concrete		\$401,920	-	\$401,920
Masonry		\$1,286,650	-	\$1,286,650
Metals		\$867,885	-	\$867,885
Carpentry		\$668,540	-	\$668,540
Doors & Hardware		\$422,000	-	\$422,000
Glass and Glazing		\$167,405	-	\$167,405
Moisture & Thermal Protection		\$915,784	-	\$915,784
Drywall		\$256,403	-	\$256,403
Acoustical Ceilings		\$72,467	-	\$72,467
Flooring		\$281,938	-	\$281,938
Painting		\$133,220	-	\$133,220
Specialties		\$73,279	-	\$73,279
Signage		\$80,000	-	\$80,000
Equipment		\$38,500	-	\$38,500
Fire Protection		\$105,350	-	\$105,350
Plumbing		\$655,508	-	\$655,508
HVAC		\$1,100,317	-	\$1,100,317
Electrical		\$1,264,194	-	\$1,264,194
Added 1,814 SF post takeoffs Bldg @\$484/SF Site \$70/SF		\$877,976	\$126,980	\$1,004,956
2027 Construction Escalation 8%		\$784,784	\$102,708	\$887,492
Subtotal		\$10,594,585	\$1,386,559	\$11,981,144
General Conditions 8.0%		\$847,567	\$110,925	\$958,492
Bedrock Blasting/Over Excavation/Lean Mix Contingency		\$0	150,000	\$150,000
Subtotal		\$11,442,151	\$1,647,484	\$13,089,635
Construction Management Fees				
Construction Management Fee 5.0%		\$572,108	\$82,374	\$654,482
Libability Insurance 0.85%		\$102,121	\$14,704	\$116,825
Performance Bond 1.00%		\$121,164	\$17,446	\$138,609
Contingency 10%		\$1,144,215	\$164,748	\$1,308,964
Total Costs		\$13,381,759	\$1,926,756	\$15,308,515
OTHER ITEMS NOT INCLUDED ABOVE				
Architectural, Civil,Structural, MEP, Landscape Design Fees		\$1,373,058	\$197,698	\$1,570,756
Furniture Design and Furnishings		\$100,000	\$0	\$100,000
Plan Exam Fees		\$10,000	By Owner	\$10,000
Phase One and Two Services Environmental Services		By Owner	By Owner	By Owner
WE Energies Service Fees, Temp & Permanant		By Owner	By Owner	By Owner
Moving Cost		By Owner	By Owner	By Owner
Low Voltage Equipment		\$30,000	\$0	\$30,000
AV Equipment		\$30,000	\$0	\$30,000
Testing Services; Soils & Concrete Allowance		\$15,000	\$5,000	\$20,000
Building Permit		\$12,613	\$0	\$12,613
Final Cleaning Allowance		\$12,613	\$0	\$12,613
Soil Borings Allowance		\$5,000	\$2,500	\$7,500
Relocate Bleachers Allowance				Not Included
Reroute Walking Path Allowance				Not Included
Builders Risk Insurance		By Owner	By Owner	By Owner
Utility Consumption During Construction		By Owner	By Owner	By Owner
Total Project Costs		\$14,970,042	\$2,131,954	\$17,101,996
	\$/SF	\$ 593.46	\$ 84.52	\$ 677.98

- Exclusions**
- City Assessment & Impact Fees
 - WE Energies Charges
 - Winter Construction Costs
 - Utility Charges
 - Fire Pump
 - Turnout Gear,hose,eq Supply,EMS Storage Shelving

VILLAGE OF GERMANTOWN FIRE STATION

BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Building Excavation and backfill	23,411	SF	\$4.50	\$105,350
Building Stone	23,411	SF	\$1.50	\$35,117
			Subtotal	\$140,466
Concrete				
Foundations				
Continuous Footings Perimeter	777	LF	\$45.00	\$34,965
Continuous Footings Interior	476	LF	\$45.00	\$21,420
Perimeter Column Pads	20	EA	\$750.00	\$15,000
Interior Pad Footings	14	EA	\$650.00	\$9,100
Stoop Footings	80	LF	\$35.00	\$2,800
Stoop Walls	320	SF	\$35.00	\$11,200
Stoop SOG	150	SF	\$20.00	\$3,000
Foundation Walls	3,108	SF	\$35.00	\$108,780
Foundation Insulation	3,108	SF	\$2.00	\$6,216
Interior Flatwork				
Slab on Grade - 4" Office	10,702	SF	\$6.50	\$69,563
Slab on Grade - 6" Apparatus Bay	12,709	SF	\$7.50	\$95,318
Install Bollards	20	EA	\$450.00	\$9,000
Concrete Fill Stairs	1	Allow	\$7,500.00	\$7,500
Ashford Formula Concrete Hardner. One Coat. No joint Sealants included	1,529	SF	\$2.00	\$3,058
Winter Construction Cost	1	Allow	\$5,000.00	\$5,000
			Subtotal	\$401,920
Masonry				
Load Bearing Block Walls	16,518	SF	\$28.00	\$462,504
Interior Block Walls	9,996	SF	\$26.00	\$259,896
Brick Veneer 35%	10,726	SF	\$45.00	\$482,659
Exterior Wall Insulation	14,187	SF	\$4.50	\$63,842
Stone Sills	355	LF	\$50.00	\$17,750
			Subtotal	\$1,286,650
Metals				
Structural Steel Framing; Interior Columns, Beams, Joist & Decking	23,411	SF	\$35.00	\$819,385
Hose Apparratus Bay Steel	1	Allow	\$30,000.00	\$30,000
Roof Ladder	1	EA	\$3,500.00	\$3,500
Bollards	20	EA	\$150.00	\$3,000
Pipe Bollard Covers	20	EA	\$100.00	\$2,000
Metal Pan Stairs	1	EA	\$10,000.00	\$10,000
			Subtotal	\$867,885
Carpentry				
Mansard Over Framing	776	LF	\$500.00	\$388,000
Roof Blocking	1,774	LF	\$25.00	\$44,350
Interior Blocking	417	LF	\$20.00	\$8,340
Window Blocking	1,000	LF	\$20.00	\$20,000
Install Doors & Frames	64	EA	\$500.00	\$32,000
Door Hardware	64	EA	\$350.00	\$22,400
Reception Desk	1	Allow	\$30,000.00	\$30,000
Base Cabinets	88	LF	\$375.00	\$33,000
Wall Cabinets	88	LF	\$375.00	\$33,000
Pantry Cabinet	3	EA	\$1,000.00	\$3,000
Solid Surface Countertops	88	LF	\$200.00	\$17,600
Solid Surface Vanity Tops	28	LF	\$200.00	\$5,600
Window Sills	125	LF	\$50.00	\$6,250
Office Storage Shelving	1	Allow	\$10,000.00	\$10,000
Bunk Room Casework	6	EA	\$2,500.00	\$15,000
			Subtotal	\$668,540
Doors & Windows				
Exterior Hollow Metal Doors, Frames & Hardware	2	EA	\$3,500.00	\$7,000
Interior Hollow Metal Doors, Frames & Hardware	18	EA	\$3,000.00	\$54,000
Hollow Metal Frames & Wood Doors & Hardware	44	EA	\$2,750.00	\$121,000
Special Hardware	1	Allow	\$15,000.00	\$15,000
Overhead Doors				
Overhead Doors: 13 x 14 Motor Operated	10	EA	\$22,500.00	\$225,000
			Subtotal	\$422,000
Glass and Glazing				
Storefront Windows 30%	1,598	SF	\$80.00	\$127,800
Entrance Doors	4	EA	\$4,500.00	\$18,000
Borrowed Lites	4	SF	\$1,500.00	\$6,000
Rest Room Mirrors	207	SF	\$15.00	\$3,105
Fitness Mirrors	300	SF	\$15.00	\$4,500
Automatic Operators	2	EA	\$4,000.00	\$8,000
			Subtotal	\$167,405
Moisture & Thermal Protection				
Building Insulation				w/DW
Spray Applied Air Barriers	14,853	SF	\$5.75	\$85,405
Composite Metal Wall Soffits on Canopies.	1,065	SF	\$65.00	\$69,225
Composite Metal Wall Panels 35%	1,864	SF	\$65.00	\$121,144
Roof Hatch	1	EA	\$3,500.00	\$3,500
Fully Adherred 60 Mil EPDM Roofing & Sheet Metal	23,411	SF	\$18.00	\$421,398
Metal Standing Seam Roofing	1	Allow	\$125,000.00	\$125,000
High Low Wall Transition	666	SF	\$65.00	\$43,290
Caulking & Selants	23,411	SF	\$2.00	\$46,822
Foundation Waterproofing				NA
			Subtotal	\$915,784
Drywall				
Cold Formed Exterior Walls w/Densglass				NA
Furring Drywall Exterior Walls	5,325	SF	\$6.50	\$34,613
Interior Metal Stud and Drywall	19,425	SF	\$10.50	\$203,963
High Low Wall Furring & Insulation	666	SF	\$8.00	\$5,328
Soffits	200	SF	\$50.00	\$10,000
Drywall Ceilings	1	Allow	\$2,500.00	\$2,500
			Subtotal	\$256,403
Acoustical Ceiling				
Acoustical Ceilings	9,660	SF	\$6.00	\$57,960
Restroom Ceilings	1,274	SF	\$5.50	\$7,007
Decorative Lobby Ceiling	1	Allow	\$7,500.00	\$7,500
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Flooring				
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Hard Tile Floors	1,274	SF	\$20.00	\$25,480
Hard Tile Base	460	LF	\$18.00	\$8,280
LVT	9,446	SF	\$7.00	\$66,122
Carpet Tile				NA
Vinyl Base	2,590	LF	\$2.75	\$7,123
Epoxy Flooring	9,597	SF	\$12.00	\$115,164
Epoxy Base	952	LF	\$11.00	\$10,472
Polished Concrete				NA
Sealed Concrete	1,319	SF	\$2.50	\$3,298
			Subtotal	\$281,938

VILLAGE OF GERMANTOWN FIRE STATION

BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Painting				
Paint Walls	75,360	SF	\$1.25	\$94,200
Paint Frames	64	EA	\$95.00	\$6,080
Paint Metal Doors	20	EA	\$105.00	\$2,100
Paint Exposed Structure Ceiling & Columns	11,336	SF	\$2.50	\$28,340
Paint Stairs	1	LS	\$2,500.00	\$2,500
Wallcovering Allowance				NA
			Subtotal	\$133,220
Specialties				
Toilet Room Accessories	14	EA	\$750.00	\$10,500
Solid Surface Toilet Partitions	8	EA	\$2,750.00	\$22,000
Wire Mesh Partitions				NA
Operable Partitions				NA
FEC	8	EA	\$275.00	\$2,200
Lockers	10	EA	\$2,000.00	\$20,000
Window Treatments	1,598	SF	\$8.50	\$13,579
Apparatus Bay Markings	1	Allow	\$5,000.00	\$5,000
			Subtotal	\$73,279
Signage				
Interior Signage	1	EA	\$20,000.00	\$20,000
Building Signage	1	Allow	\$60,000.00	\$60,000
			Subtotal	\$80,000
Equipment				
Kitchen Appliances	1	Allow	\$10,000.00	\$10,000
Laundry Equipment	1	Allow	\$20,000.00	\$20,000
Marker Boards	1	Allow	\$1,000.00	\$1,000
Projection Screens	1	EA	\$2,500.00	\$2,500
Vehicle Wash Equipment	1	Allow	\$5,000.00	\$5,000
			Subtotal	\$38,500
Fire Protection				
Fire Sprinkler System	23,411	SF	\$4.50	\$105,350
Fire Pump				NA
			Subtotal	\$105,350
Plumbing	23,411	SF	\$28.00	\$655,508
Roof drains				
Kitchen	-			
Restrooms				
Apparatus Bay Plumbing				
Laundry				
Showers				
Hose Reels				
Reverse Osmosis				
Trench Drains in Apparatus Bay				
Air Compressor				
Hose Bibbs				
Water Softner				
Power Wash				
Grease Inceptor				
			Subtotal	\$655,508
HVAC	23,411	SF	\$47.00	\$1,100,317
4 RTU's with Distribution				
14 VAV's				
AC Throughout				
Exhaust at Appartatus Bay				
Infared Heaters at AB.				
Vented Commercial Hood				
			Subtotal	\$1,100,317
Electrical	23,411	SF	\$54.00	\$1,264,194
Building Electrical				
Mechanical Connections				
Fire Alarm				
Security System & CCTV				
Access Control				
Generator				
			Subtotal	\$1,264,194

VILLAGE OF GERMANTOWN FIRE STATION

SITE IMPROVEMENT DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Erosion Control Measures	1	Allow	\$6,500.00	\$6,500
Strip Topsoil for reuse	1	Allow	\$13,000.00	\$13,000
Rough Grade Site	1	Allow	\$100,000.00	\$100,000
Finish Grading	1	Allow	\$28,000.00	\$28,000
Clean up site and respread topsoil	1	Allow	\$20,000.00	\$20,000
Stone for site concrete	1	Allow	\$2,200.00	\$2,200
Paving				
Light Duty Asphalt Pavement Including Stone	175	SY	\$75.00	\$13,150
Heavy Duty Concrete Pavement	24,915	SF	\$8.50	\$211,778
Concrete Paving Stone Base	24,915	SF	\$2.00	\$49,830
Markings & Signage	1	Allow	\$3,500.00	\$3,500
Site Concrete Curb & Gutter				
18" Curb & Gutter	657	LF	\$35.00	\$22,995
Site Concrete walks and slabs				
5" Sidewalks	2,225	SF	\$9.75	\$21,694
HC warning Fields	1	EA	\$500.00	\$500
Concrete stoops	150	SF	\$25.00	\$3,750
Mobilization and Layout	1	LS	\$8,700.00	\$8,700
Site Utilities & Storm Water Management				
Extend Water to Park Concessions	800	LF	\$110.00	\$88,000
Additional Water Connection	1	EA	\$7,500.00	\$7,500
Extend Sanitary to Park Concessions	610	LF	\$125.00	\$76,250
Domestic Water				
8" main Lateral	55	LF	\$125.00	\$6,875
8" Valve & Accessies	1	EA	\$3,000.00	\$3,000
Hydrant	1	EA	\$9,500.00	\$9,500
Building Entry	1	LS	\$6,500.00	\$6,500
Connect to Existing	1	LS	\$7,500.00	\$7,500
Water Main Extension	695	LF	\$150.00	\$104,250
Sanitary Sewer				
Sewer Main	96	LF	\$200.00	\$19,200
Manhole	1	EA	\$7,000.00	\$7,000
Riser	1	LS	\$1,000.00	\$1,000
Building Entry	1	LS	\$3,500.00	\$3,500
Connect to existing	1	LS	\$5,500.00	\$5,500
Storm Sewer				
Storm sewer main 15-18"	877	LF	\$100.00	\$87,700
Catch Basin/Manhole	5	EA	\$5,500.00	\$27,500
Outlet Structure	3	EA	\$6,000.00	\$18,000
Connect to Existing	1	LF	\$2,500.00	\$2,500
Site Lighting Poles	3	EA	\$5,000.00	\$15,000
Monument Sign Allowance	1	Allow	\$25,000.00	\$25,000
Dumpster Enclosure Allowance	1	Allow	\$30,000.00	\$30,000
Fencing				NA
Fencing Gate Operators				NA
Retention Pond Construction				Existing
Landscaping	1	Allow	\$100,000.00	\$100,000
Subtotal				\$1,156,871

DETAILED SITE EVALUATION FOR PROPOSED FIRE STATION

N104W13645 DONGES BAY ROAD

GERMANTOWN, WI

SITE PLAN, SPACE PROGRAM, CONCEPTUAL FLOOR PLAN & PROBABLE PROJECT COST INFORMATION

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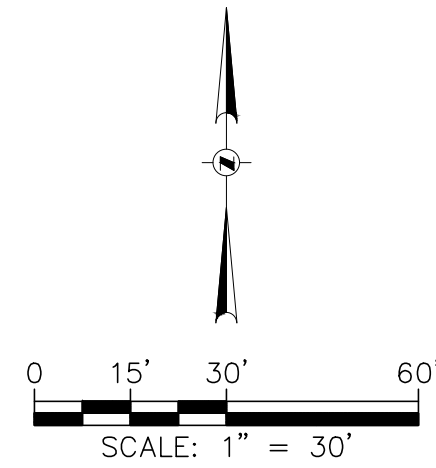


NOTICE:
In accordance with Wisconsin statute 182.0175, damage to transmission facilities, excavator shall be solely responsible to provide advance notice to the designated "ONE CALL SYSTEM" not less than three working days prior to commencement of any excavation required to perform work contained on this drawing, and further, excavator shall comply with all other requirements of this statute relative to excavator's work.

DISCLAIMER:
The underground utilities shown have been located from field survey information and existing drawings. GRAEF makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. GRAEF further does not warrant that the underground utilities shown are in the exact location indicated. GRAEF has not physically located the underground utilities.

LEGEND

- PROPOSED ASPHALT PAVEMENT
- PROPOSED CONCRETE SIDEWALK
- PROPOSED CONCRETE PAVEMENT
- PROPOSED CURB AND GUTTER



275 West Wisconsin Avenue
Suite 300
Milwaukee, WI 53203-3318
414 / 259 1500

CONSULTANTS:

Consultant 1
Consultant 2
Consultant 3
Consultant 4

PROJECT TITLE:

GERMANTOWN FIRE STATION

W104N13645 DONGES BAY ROAD

ISSUE:

NO. DATE REVISIONS BY

PROJECT STATUS

PROJECT INFORMATION:

PROJECT NUMBER: 2024-0820.04
DATE: 09/20/2024
DRAWN BY: RCR
CHECKED BY: DSR
APPROVED BY: DSR
SCALE: AS NOTED

SHEET TITLE:

CONCEPT LAYOUT, GRADING & UTILITIES

SHEET NUMBER:

C100

**GERMANTOWN FIRE STATION PUBLIC SAFETY BUILDING
SPACE PROGRAM
PRA Project No. 240084-01**

Lobby and Public Areas					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
1.100	Entry Vestibule	165	1	165	
1.101	Public Toilet - Men's	240	1	240	
1.102	Public Toilet - Women's	240	1	240	
1.103	Public Lobby & Drinking Fountain Alcove	474	1	474	
1.104	Public Waiting	165	1	165	Ten chairs
	Net Square Feet			1,284	
	Departmental Grossing Factor 15%			193	
	Total Unit Departmental Square Feet			1,477	

Fire Department					
Space	Facility Component	Space	Number of	Total NSF	Comments
10.100	Reception	313	1	313	
10.101	Chief Office	220	1	220	
10.102	Battalion Chief Office	150	2	300	
10.103	Lieutenant Office	121	4	484	
10.104	Open Office Area	150	2	300	
10.105	Admin office	150	1	150	
10.106	Conference Room	323	1	323	
10.107	Training Room	1750	1	1750	
10.108	Staff Toilet Room - Single Occupant	80	1	80	
10.109	Day Room	550	1	550	
10.110	Kitchen and Dining	800	1	800	3 pantries and 3 fridges, plus main fridge
10.111	Bunk Rooms	115	9	1,035	
10.112	ADA Bunk Rooms	115	1	115	
10.113	Men's Toilet Room - Single Occupant	100	1	100	
10.114	Women's Toilet Room - Single Occupant	100	1	100	
10.115	Unisex Shower Rooms	100	3	300	
10.116	Unisex Shower Room - Fully Accessible	120	1	120	
10.117	Fitness Room	600	1	600	
10.118	Turnout Gear Storage	560	1	560	40 Lockers
10.119	Equipment Room	213	1	213	
10.120	Hose Storage	245	1	245	70sf for Hose, 160sf for Stair
10.121	Storage (General)	121	1	121	near kitchen and laundry
10.122	Laundry	150	1	150	near bunk rooms
10.123	EMS Supplies	210	1	210	
10.124	Storage (General - Apparatus Bay)	150	1	150	
10.125	Tool Room/Work Bench	128	1	128	
10.126	Apparatus Bay	7375	1	7375	
10.127	Office Storage	50	1	50	office supplies
10.128	Janitor Closet	52	1	52	
10.129	File Room (Admin)	100	1	100	
10.130	Gear Laundry	225	1	225	
10.131	Training Stair	300	1	300	
10.132	Report Writing	305	1	305	
10.133	Toilet & Shower (Apparatus Bay)	90	2	180	
10.134	Breakout (Training Room)	110	1	110	Table w/ 4 chairs
10.135	Breakout (Training Room)	140	1	140	Table w/ 6 chairs
10.136	Storage (Training Room)	140	1	140	
	Net Square Feet			18,394	
	Departmental Grossing Factor 10%			1,839	
	Total Unit Departmental Square Feet			20,233	

Mechanical / Electrical					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
12.100	Mechanical / Electrical	1,285	1	1,285	include water room
12.101	IT Room	184	1	184	
	Net Square Feet			1,469	
	Departmental Grossing Factor - N/A			N/A	
	Total Unit Departmental Square Feet			1,469	

Summary of Facility Space Program				
	Facility Component	Net Square Feet	Dept. Grossing Factor	Dept. Gross Square Feet
1.000	Lobby/ & Public Areas	1,284	15%	1,477
10.000	Fire Department	18,394	15%	21,153
12.000	Mechanical/Electrical	1,469	NA	1,469
	Total for All Components	21,147		24,099
	Building Gross Square Feet with Grossing Factor of 10%			26,509

10%

The above table summarizes the space requirements for the main police facility.

- * **Net Square Feet:** Square feet of usable space (inside wall to inside wall) for each component of the police facility.
- * **Departmental Grossing Factor:** A factor added to each component to account for circulation between spaces within each component (varies between components)
- * **Departmental Gross Square Feet:** Total square feet for usable areas and circulation within each component.
- * **Building Gross Square Feet:** A factor of 10% added to the Departmental Gross Square Feet to account for major building system wall thickness and main building circulation.

VILLAGE OF GERMANTOWN FIRE STATION

BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Building Excavation and backfill	23,411	SF	\$4.50	\$105,350
Building Stone	23,411	SF	\$1.50	\$35,117
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Foundations				
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VILLAGE OF GERMANTOWN FIRE STATION

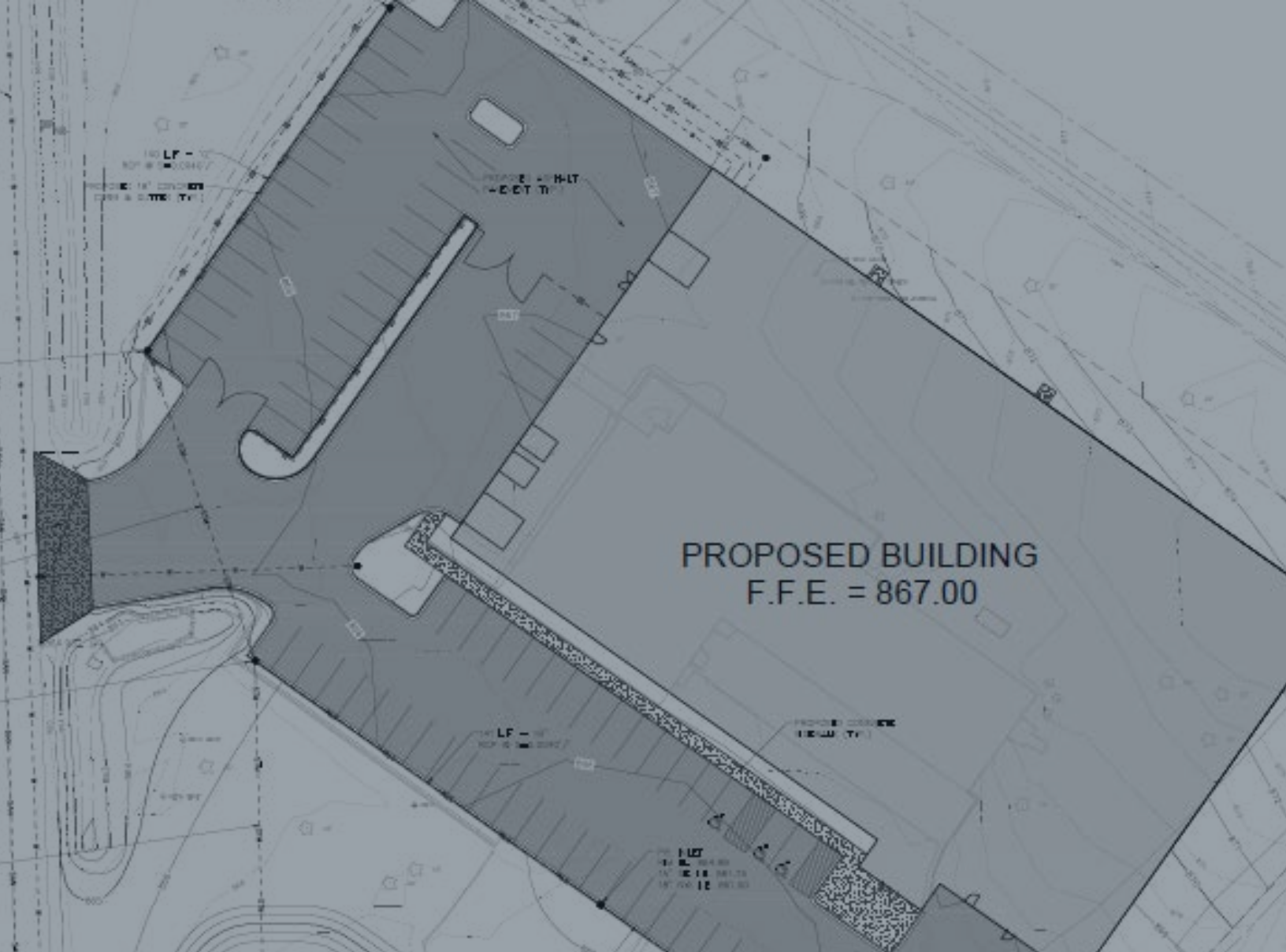
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DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
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Paint Walls	75,360	SF	\$1.25	\$94,200
Paint Frames	64	EA	\$95.00	\$6,080
Paint Metal Doors	20	EA	\$105.00	\$2,100
Paint Exposed Structure Ceiling & Columns	11,336	SF	\$2.50	\$28,340
Paint Stairs	1	LS	\$2,500.00	\$2,500
Wallcovering Allowance				NA
			Subtotal	\$133,220
Specialties				
Toilet Room Accessories	14	EA	\$750.00	\$10,500
Solid Surface Toilet Partitions	8	EA	\$2,750.00	\$22,000
Wire Mesh Partitions				NA
Operable Partitions				NA
FEC	8	EA	\$275.00	\$2,200
Lockers	10	EA	\$2,000.00	\$20,000
Window Treatments	1,598	SF	\$8.50	\$13,579
Apparatus Bay Markings	1	Allow	\$5,000.00	\$5,000
			Subtotal	\$73,279
Signage				
Interior Signage	1	EA	\$20,000.00	\$20,000
Building Signage	1	Allow	\$60,000.00	\$60,000
			Subtotal	\$80,000
Equipment				
Kitchen Appliances	1	Allow	\$10,000.00	\$10,000
Laundry Equipment	1	Allow	\$20,000.00	\$20,000
Marker Boards	1	Allow	\$1,000.00	\$1,000
Projection Screens	1	EA	\$2,500.00	\$2,500
Vehicle Wash Equipment	1	Allow	\$5,000.00	\$5,000
			Subtotal	\$38,500
Fire Protection				
Fire Sprinkler System	23,411	SF	\$4.50	\$105,350
Fire Pump				NA
			Subtotal	\$105,350
Plumbing	23,411	SF	\$28.00	\$655,508
Roof drains				
Kitchen	-			
Restrooms				
Apparatus Bay Plumbing				
Laundry				
Showers				
Hose Reels				
Reverse Osmosis				
Trench Drains in Apparatus Bay				
Air Compressor				
Hose Bibbs				
Water Softner				
Power Wash				
Grease Inceptor				
			Subtotal	\$655,508
HVAC	23,411	SF	\$47.00	\$1,100,317
4 RTU's with Distribution				
14 VAV's				
AC Throughout				
Exhaust at Appartatus Bay				
Infared Heaters at AB.				
Vented Commercial Hood				
			Subtotal	\$1,100,317
Electrical	23,411	SF	\$54.00	\$1,264,194
Building Electrical				
Mechanical Connections				
Fire Alarm				
Security System & CCTV				
Access Control				
Generator				
			Subtotal	\$1,264,194

VILLAGE OF GERMANTOWN FIRE STATION

SITE IMPROVEMENT DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Erosion Control Measures	1	Allow	\$7,000.00	\$7,000
Strip Topsoil for reuse	1	Allow	\$18,000.00	\$18,000
Rough Grade Site Haul in 25,000 CY	1	Allow	\$550,000.00	\$550,000
Finish Grading	1	Allow	\$42,000.00	\$42,000
Clean up site and respread topsoil	1	Allow	\$32,500.00	\$32,500
Stone for site concrete sidewalks	1	Allow	\$2,200.00	\$2,200
Create New Pond	1	Allow	\$75,000.00	\$75,000
Rework Roadway to Cell Towers	1	Allow	\$20,000.00	\$20,000
Paving				
Light Duty Asphalt Pavement Including Stone	717	SY	\$45.00	\$32,285
Heavy Duty Concrete Pavement	32,769	SF	\$8.50	\$278,537
Concrete Paving Stone Base	32,769	SF	\$2.00	\$65,538
Markings & Signage	1	Allow	\$3,500.00	\$3,500
Site Concrete Curb & Gutter				
18" Curb & Gutter	1,168	LF	\$35.00	\$40,880
Site Concrete walks and slabs				
5" Sidewalks	1,056	SF	\$9.75	\$10,296
Concrete stoops	150	SF	\$25.00	\$3,750
Mobilization & Layout	1	LS	\$8,000.00	\$8,000
Site Utilities & Storm Water Management				
<u>Domestic Water</u>				
8" main Lateral	112	LF	\$125.00	\$14,000
8" Valve & Accessies	1	EA	\$3,000.00	\$3,000
Hydrant	1	EA	\$9,500.00	\$9,500
Building Entry	1	LS	\$8,500.00	\$8,500
Connect to Existing	1	LS	\$7,500.00	\$7,500
Water Main Extension				NA
<u>Sanitary Sewer</u>				
Sewer Main	150	LF	\$200.00	\$30,000
Manhole	1	EA	\$7,000.00	\$7,000
Riser	1	LS	\$1,000.00	\$1,000
Building Entry	1	LS	\$3,500.00	\$3,500
Connect to existing	1	LS	\$15,000.00	\$15,000
<u>Storm Sewer</u>				
Storm sewer main 15-18"	787	LF	\$100.00	\$78,700
Catch Basin/Manhole	3	EA	\$5,500.00	\$16,500
Outlet Structure	3	EA	\$6,000.00	\$18,000
Connect to Existing	1	LF	\$2,500.00	\$2,500
Site Lighting Poles	6	EA	\$5,000.00	\$30,000
Monument Sign Allowance	1	Allow	\$25,000.00	\$25,000
Dumpster Enclosure Allowance	1	Allow	\$30,000.00	\$30,000
Fencing				NA
Fencing Gate Operators				NA
Retention Pond Construction				Existing
Landscaping	1	Allow	\$100,000.00	\$100,000
Subtotal				\$1,589,186



DETAILED SITE EVALUATION FOR PROPOSED POLICE STATION

N122W17177 FOND DU LAC AVENUE

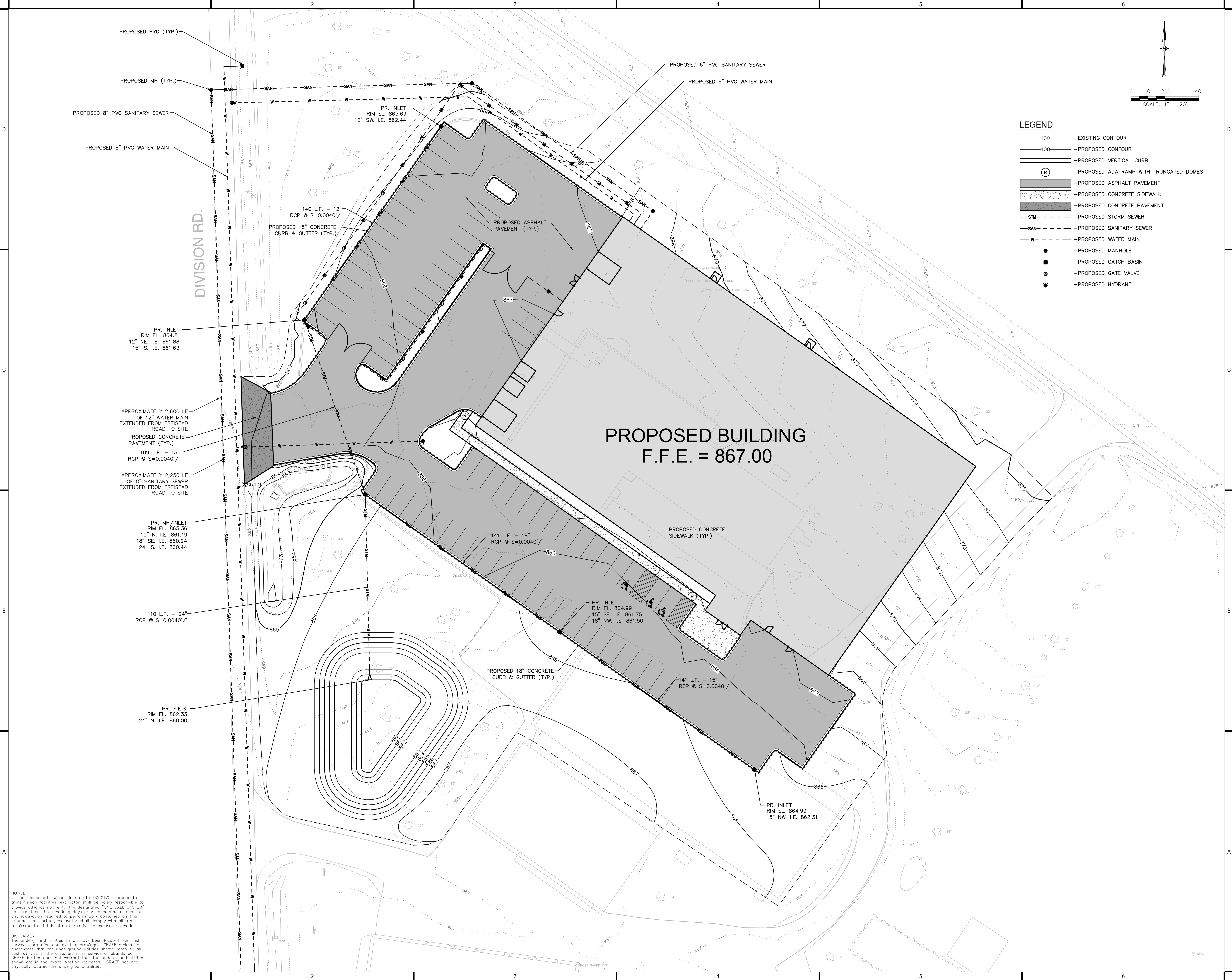
GERMANTOWN, WI

SITE PLAN, SPACE PROGRAM, CONCEPTUAL FLOOR PLAN &
PROBABLE PROJECT COST INFORMATION

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9/19/2024 1:40 PM

NOTICE:
In accordance with Wisconsin statute 182.0175, damage to transmission facilities, excavator shall be solely responsible to provide advance notice to the designated "ONE CALL SYSTEM" not less than three working days prior to commencement of any excavation required to perform work contained on this drawing, and further, excavator shall comply with all other requirements of this statute relative to excavator's work.

DISCLAIMER:
The underground utilities shown have been located from field survey information and existing drawings. GRAEF makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. GRAEF further does not warrant that the underground utilities shown are in the exact location indicated. GRAEF has not physically located the underground utilities.



GRAEF

275 West Wisconsin Avenue
Suite 300
Milwaukee, WI 53203-3318
414 / 259 1500

CLIENT:

PROJECT TITLE:
GERMANTOWN POLICE STATION

N122W17177 FOND DU LAC AVE
GERMANTOWN, WI 53022

ISSUE:
NO. DATE REVISIONS BY

PROJECT INFORMATION:
PROJECT NUMBER: 2024-0820.04
DATE: 09/20/2024
DRAWN BY: TRY
CHECKED BY: DSR
APPROVED BY: DSR
SCALE: AS NOTED

SHEET TITLE:
CONCEPT LAYOUT, GRADING &
UTILITIES

SHEET NUMBER:

C100

**GERMANTOWN POLICE STATION
SPACE PROGRAM
PRA Project No. 240084-01**

Lobby and Public Areas					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
1.100	Entry Vestibule	150	2	300	
1.101	Public Toilet - Men's	240	1	240	
1.102	Public Toilet - Women's	240	1	240	
1.103	Public Lobby	525	2	1,050	
1.104	Public Waiting	213	1	213	Ten chairs
1.105	Safe Room	100	1	100	
1.106	Elevator	81	2	162	
	Net Square Feet			2,305	
	Departmental Grossing Factor 15%			346	
	Total Unit Departmental Square Feet			2,651	

Reception and Records					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
2.100	Reception	148	1	148	
2.101	Clerical Work Area	122	1	122	
2.102	Office Supply Closet	50	1	50	
2.103	Records Storage	200	1	200	
2.104	Secure Files	200	1	200	
2.105	Chaplain Office	180	1	180	
2.106	Honor Guard	150	1	150	Office and Storage
2.107	Storage	50	1	50	
2.108	Staff Toilet - Men's	240	1	240	
2.109	Staff Toilet - Women's	240	1	240	
	Net Square Feet			1,580	
	Departmental Grossing Factor 15%			237	
	Total Unit Departmental Square Feet			1,817	

Detective Bureau					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
3.100	Detective's Open Office/Work Room	150	3	450	3 current, 1 Future
3.101	Interview Rooms (hard)	200	2	400	Desk and 3 chairs
3.102	Interview Room/Conf. (soft)	150	1	150	
3.103	Interview Viewing	100	1	100	Between Hard Interview
3.104	Files/Storage	150	1	150	
3.105	Probation & Parole Office	136	1	136	
3.106	Public Meeting Room	176	1	176	
	Net Square Feet			1,562	
	Departmental Grossing Factor 15%			234	
	Total Unit Departmental Square Feet			1,796	

Administrative Suite					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
4.100	Reception/Work Area	150	1	150	
4.101	Administrative Secretary	100	1	100	
4.102	Conference Room	300	1	300	
4.103	Police Chief's Office with Closet	325	1	325	
4.104	Captain Office with Closet	250	2	500	1 Current, 1 Future
4.105	Open Office Area - 7 Clerks	103	7	721	6 Current, 1 Future
4.106	School Resource Officers	200	1	200	2 Person Shared Office
4.107	Crime Prevention Office	150	1	150	
4.108	Storage	72	1	72	
	Net Square Feet			2,518	
	Departmental Grossing Factor 15%			378	
	Total Unit Departmental Square Feet			2,896	

Support Services					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
5.100	Men's Locker Room	18	50	900	
5.101	Men's Toilet & Shower	100	2	200	
5.102	Women's Locker Room	18	25	450	
5.103	Women's Toilet & Shower	100	2	200	
5.104	Mother's Room	70	2	140	
5.105	Sleeping Room	110	2	220	
5.106	Fitness Room	1880	1	1,880	
5.107	Lunch/Break Room	321	1	350	6-7 people/kitchenette/vending
5.108	Janitor's Closet	81	1	81	
5.109	Uniform Storage	25	2	50	
5.110	General Storage	146	1	146	
	Net Square Feet			4,617	
	Departmental Grossing Factor 15%			693	
	Total Unit Departmental Square Feet			5,310	

Patrol Bureau					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
6.100	Roll Call	600	1	600	Seating for 12
6.101	Training Room	1630	1	1,630	
6.102	MILO Training Room	717	1	717	
6.103	Lieutenant's Office	180	4	720	Desk with 2 Chairs
6.104	Copy/Work Room	150	1	150	
6.105	Sergeant's Offices	156	6	936	
6.106	Report Writing Room/Area	400	2	800	6 Workstations
6.107	DAT	650	1	650	
6.108	Conference Room	300	1	300	
6.109	Communication Equipment Room	170	1	170	
6.110	EOC Breakout Rooms	88	2	176	Multiple sizes
6.111	EOC Toilet	62	1	62	
	Net Square Feet			6,911	
	Departmental Grossing Factor 15%			1,037	
	Total Unit Departmental Square Feet			7,948	

Tactics and Firearms Training					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
7.100	Armory	212	1	212	
7.101	Toilet	86	1	86	
7.102	Range	315	5	2,600	1500 SF to allow for Vehicle
7.103	Mechanical Room	143	1	143	
7.104	Control Room	212	1	212	
7.105	Gun Cleaning	314	1	314	
7.108	Trap Area	505	1	505	
	Net Square Feet			4,072	
	Departmental Grossing Factor 15%			611	
	Total Unit Departmental Square Feet			4,683	

Evidence Department - Processing/Storage					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
8.100	Evidence Intake/Testing/Temporary Storage	200	1	200	Pass Through Lockers - 1 workstation
8.101	Evidence Storage - Long Term	695	1	695	Approximately 500 SF now
8.102	Weapons Storage	100	1	100	
8.103	Narcotics Storage	100	1	100	
8.104	Valuables Storage	250	1	250	Separate, secured room
8.105	Refrigerated Storage	50	1	50	1 Refrigerator
	Net Square Feet			1,395	
	Departmental Grossing Factor 15%			209	
	Total Unit Departmental Square Feet			1,604	

Booking / Holding					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
9.100	Human Sallyport	63	1	63	
9.101	Janitor's Closet	54	1	54	
9.102	Staff Toilet - Unisex	60	1	60	Jail Standard
9.103	Booking/Detention	642	1	642	3 Stations - Fixed Seating
9.104	Intoximeter Room	180	1	180	
9.105	Vehicle Sallyport	2544	1	2,544	2 Vehicles
	Net Square Feet			3,543	
	Departmental Grossing Factor 15%			531	
	Total Unit Departmental Square Feet			4,074	

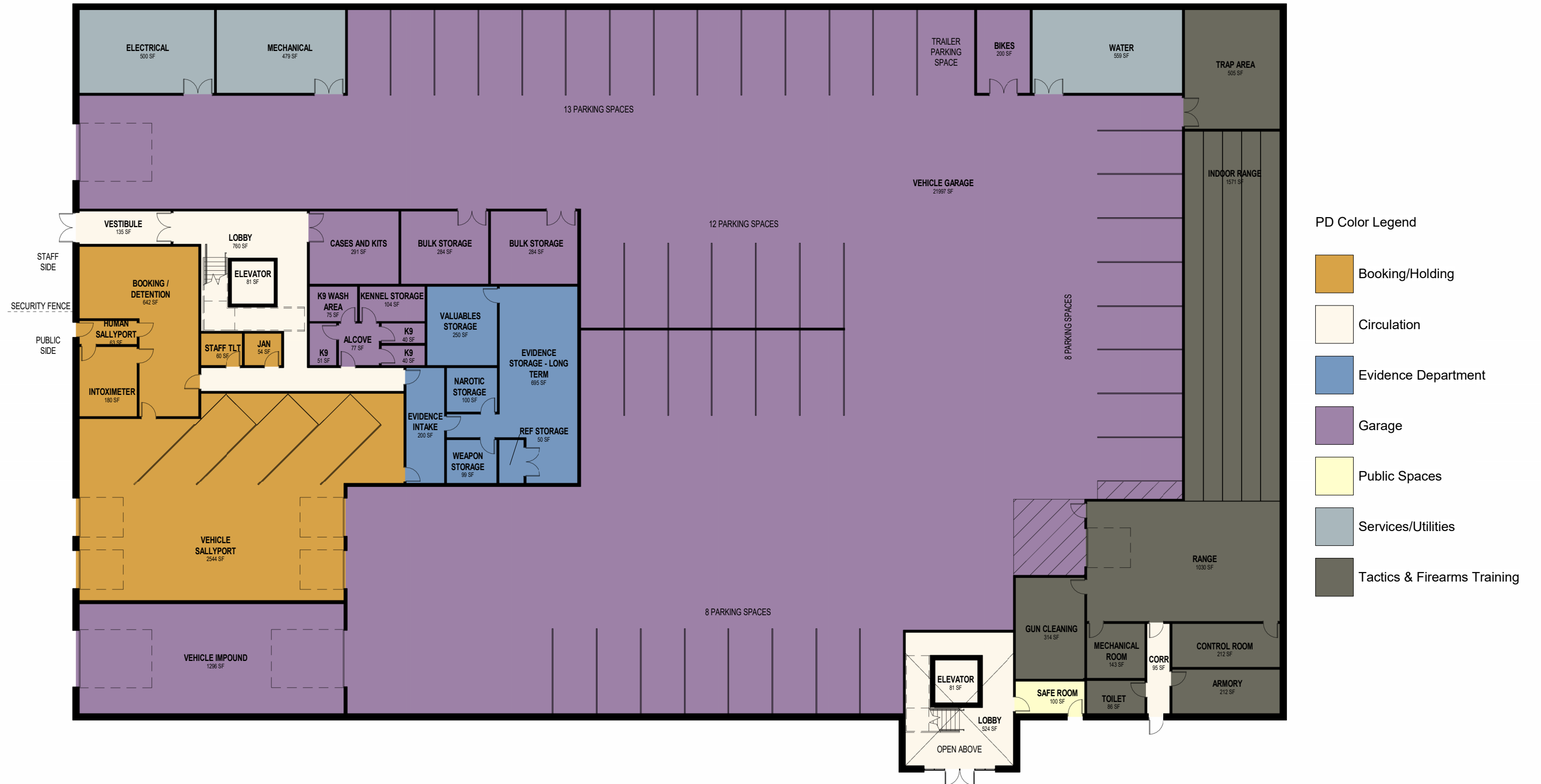
Fleet Garage					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
11.1	Vehicle Garage	550	40	22000	40 stalls plus one for trailers and circulation
11.101	Bike Storage	200	1	200	4 Bikes
11.102	Bulk Storage	284	2	568	ATV, Trailer, Message Board
11.103	Vestibule	135	1	135	
11.104	Vehicle Impounding / Testing Area	1300	1	1,300	5'-8' around vehicle requirement
11.105	K9 Kennel	40	3	120	
11.106	K9 Kennel Storage	104	1	104	
11.107	K9 Wash Area	75	1	75	
11.108	Storage	518	4	2,072	
11.108	Cases and Kits	290	1	290	
	Net Square Feet			26,864	
	Departmental Grossing Factor 10%			4,030	
	Total Unit Departmental Square Feet			29,550	

Mechanical / Electrical					
Space Number	Facility Component	Space Standard	Number of Spaces	Total NSF	Comments
12.100	Mechanical / Electrical	1,540	1	1,540	And Water Room
12.101	IT Room	111	1	111	
	Net Square Feet			1,651	
	Departmental Grossing Factor - N/A			N/A	
	Total Unit Departmental Square Feet			1,651	

Summary of Facility Space Program				
Facility Component		Net Square Feet	Dept. Grossing Factor	Dept. Gross Square Feet
1.000	Lobby and Public Area	2,305	15%	2,651
2.000	Reception and Records	1,580	15%	1,817
3.000	Detective Bureau	1,562	15%	1,796
4.000	Administration Suite	2,518	15%	2,896
5.000	Support Services	4,617	15%	5,310
6.000	Patrol Bureau	6,911	15%	7,948
7.000	Tactics and Firearms Training	4,072	15%	4,683
8.000	Evidence Department - Processing/Storage	1,395	15%	1,604
9.000	Booking/Holding	3,543	15%	4,074
11.000	Fleet Garage	26,864	10%	29,550
12.000	Mechanical/Electrical	1,651	NA	1,651
Total for All Components		57,018		63,980

The above table summarizes the space requirements for the main police facility.

- * **Net Square Feet:** Square feet of usable space (inside wall to inside wall) for each component of the police facility.
- * **Departmental Grossing Factor:** A factor added to each component to account for circulation between spaces within each component (varies between components)
- * **Departmental Gross Square Feet:** Total square feet for usable areas and circulation within each component.
- * **Building Gross Square Feet:** A factor of 10% added to the Departmental Gross Square Feet to account for major building system wall thickness and main building circulation.



- PD Color Legend
- Booking/Holding
 - Circulation
 - Evidence Department
 - Garage
 - Public Spaces
 - Services/Utilities
 - Tactics & Firearms Training

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LOWER LEVEL PLAN
3/64" = 1'-0"

PROPOSED SQUARE FOOTAGE: 38,952

09/20/2024

LOWER LEVEL CONCEPTUAL PLAN



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FIRST FLOOR PLAN

3/64" = 1'-0"

09/24/2024

FIRST FLOOR CONCEPTUAL PLAN

VILLAGE OF GERMANTOWN POLICE

DEPARTMENT BUDGET SUMMARY

Description		Building	Site Improvements	TOTALS
Gross Area (SF)		65,304	65,304	65,304
Sitework		\$145,290	\$1,140,824	\$1,286,114
Concrete		\$1,221,191	-	\$1,221,191
Precast Concrete		\$1,046,088	-	\$1,046,088
Masonry		\$1,373,823	-	\$1,373,823
Metals		\$1,179,340	-	\$1,179,340
Carpentry		\$711,513	-	\$711,513
Doors & Hardware		\$532,000	-	\$532,000
Glass and Glazing		\$337,988	-	\$337,988
Moisture & Thermal Protection		\$1,791,107	-	\$1,791,107
Drywall		\$705,619	-	\$705,619
Acoustical Ceilings		\$182,035	-	\$182,035
Flooring		\$484,017	-	\$484,017
Painting		\$254,083	-	\$254,083
Specialties		\$210,590	-	\$210,590
Signage		\$85,000	-	\$85,000
Equipment		\$237,250	-	\$237,250
Fire Protection		\$261,216	-	\$261,216
Plumbing		\$848,952	-	\$848,952
HVAC		\$2,546,856	-	\$2,546,856
Electrical		\$2,938,680	-	\$2,938,680
2026 Construction Escalation 5%		\$854,632	\$57,041	\$911,673
Subtotal		\$17,947,269	\$1,197,865	\$19,145,134
General Conditions 8.0%		\$1,435,782	\$95,829	\$1,531,611
Bed Rock Blasting/Over Excavation/Lean Mix Contingency		\$0	250,000	\$250,000
Subtotal		\$19,383,050	\$1,543,694	\$20,926,745
Construction Management Fees				
Construction Management Fee 5.0%		\$969,153	\$77,185	\$1,046,337
Libability Insurance 0.85%		\$172,994	\$13,777	\$186,771
Performance Bond 1.00%		\$307,878	\$24,520	\$221,599
Contingency 10%		\$1,938,305	\$154,369	\$2,092,674
Total Costs		\$22,771,380	\$1,813,546	\$24,474,126
OTHER ITEMS NOT INCLUDED ABOVE				
Architectural, Civil,Structural, MEP, Landscape Design Fees		\$2,325,966	\$185,243	\$2,511,209
Furniture Design and Furnishings		\$150,000	\$0	\$150,000
Plan Exam Fees		\$10,000	By Owner	\$10,000
Phase One and Two Services		By Owner	By Owner	By Owner
WE Energies Service Fees, Temp & Permanant		By Owner	By Owner	By Owner
Radio Transmitter & Tower		By Owner	By Owner	By Owner
Moving Cost		By Owner	By Owner	By Owner
Racking Systems		By Owner	By Owner	By Owner
Low Voltage Equipment		\$75,000	\$0	\$75,000
AV Equipment		\$30,000	\$0	\$30,000
Range Equipment		By Owner	By Owner	By Owner
Testing Services; Soils & Concrete Allowance		\$20,000	\$5,000	\$25,000
Building Permit		\$26,122	By Owner	\$26,122
Final Cleaning		\$32,652	By Owner	\$32,652
Soil Borings		\$10,000	By Owner	\$10,000
Builders Risk Insurance		By Owner	By Owner	By Owner
Add Security to Existing Remaining Buildings at DPW Site		\$30,000	\$0	\$30,000
Remove Fuel Island at existing site		\$100,000		\$100,000
Decommissioning Existing Site		\$250,000	\$0	\$250,000
Utility Consumption During Construction		By Owner	By Owner	By Owner
Sewer & Water Extension to front of Site (Graef Estimate)		\$0	\$2,295,450	\$2,295,450
Total Project Costs		\$25,831,119	\$4,299,239	\$30,019,559
		\$/SF \$ 396	\$ 66	\$ 460

Exclusions

- WE Energies Charges
- Winter Construction Costs

VILLAGE OF GERMANTOWN POLICE

DEPARTMENT BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Building Excavation and backfill	38,744	SF	\$2.50	\$96,860
Building Stone	38,744	SF	\$1.25	\$48,430
			Subtotal	\$145,290
Concrete				
Foundations				
Continuous Footings Perimeter	835	LF	\$45.00	\$37,575
Continuous Footings Interior	1,625	LF	\$45.00	\$73,125
Perimeter Column Pads				NA
Interior Pad Footings	28	EA	\$650.00	\$18,200
Stoop Footings	55	LF	\$35.00	\$1,925
Stoop Walls	220	SF	\$35.00	\$7,700
Stoop SOG	125	SF	\$20.00	\$2,500
Foundation Walls	13,360	SF	\$35.00	\$467,600
Drain Tile	1,670	LF	\$15.00	\$25,050
Interior Flatwork				
Slab on Grade - 6"	38,744	SF	\$7.50	\$290,580
4" Concrete Topping	38,744	SF	\$4.50	\$174,348
Pan Stair Topping	3	EA	\$7,500.00	\$22,500
Bollards Interior	28	EA	\$450.00	\$12,600
Ashford Formula Concrete Hardner. One Coat. No joint Sealants included	38,744	SF	\$2.00	\$77,488
Winter Construction Cost	1	Allow	\$10,000.00	\$10,000
			Subtotal	\$1,221,191
Pre-cast Concrete				
Precast Columns and 12" Plank	38,744	SF	\$27.00	\$1,046,088
			Subtotal	\$1,046,088
Masonry				
Interior Block Walls Lower Level	26,000	SF	\$26.00	\$676,000
Elevator Shaft Walls	3,045	SF	\$28.00	\$85,260
Stair Shaft Block above precast Level	901	SF	\$28.00	\$25,228
Brick Veneer 35% Above first floor	3,869	SF	\$40.00	\$154,770
Brick at Exposed Lower Level	9,248	SF	\$40.00	\$369,920
Cavity Wall Insulation	11,055	SF	\$4.50	\$49,748
Stone Sills	258	LF	\$50.00	\$12,898
			Subtotal	\$1,373,823
Metals				
Structural Steel Framing; Columns, Beams, Joist & Decking	26,560	SF	\$39.00	\$1,035,840
Elevator Beam	2	EA	\$1,500.00	\$3,000
Monument Stair	1	EA	\$100,000.00	\$100,000
Convenience Stairs	2	EA	\$10,000.00	\$20,000
Metal Railings	1	Allow	\$10,000.00	\$10,000
Roof Ladder	1	EA	\$3,500.00	\$3,500
Pipe Bollard Covers	28	EA	\$100.00	\$2,800
Bollards	28	EA	\$150.00	\$4,200
			Subtotal	\$1,179,340
Carpentry				
Roof Blocking	2,314	LF	\$25.00	\$57,850
Interior Blocking	1,200	LF	\$20.00	\$24,000
Window Blocking	1,658	LF	\$20.00	\$33,165
Mansard Framing	737	LF	\$500.00	\$368,500
Install Hollow Metal Doors & Frames Lower Level	46	EA	\$500.00	\$23,000
Door Hardware	46	EA	\$350.00	\$16,100
Upper Level Install Door & Frame	82	EA	\$350.00	\$28,700
Upper Level Install Door Hardware	82	EA	\$250.00	\$20,500
Security Hardware	1	Allow	\$5,000.00	\$5,000
Reception Desk	1	Allow	\$30,000.00	\$30,000
Break Room Base Cabinets	15	LF	\$375.00	\$5,625
Break Room Wall Cabinets	15	LF	\$375.00	\$5,625
Break Room Solid Surface Countertops	15	LF	\$200.00	\$3,000
Solid Surface Vanity Tops	64	LF	\$200.00	\$12,800
Mothers Room Casework	2	EA	\$2,000.00	\$4,000
Training Room Base Cabinets & Tops	30	LF	\$600.00	\$18,000
Conference Room Base Cabinets & Top	20	LF	\$600.00	\$12,000
Closet S&P	3	EA	\$250.00	\$750
Storage Shelving	1	Allow	\$15,000.00	\$15,000
Window Sills	369	LF	\$35.00	\$12,898
Wood Accent Wall Feature	1	Allow	\$15,000.00	\$15,000
			Subtotal	\$711,513
Doors & Windows				
Exterior Hollow Metal Doors, Frames & Hardware	5	EA	\$3,500.00	\$17,500
Interior Hollow Metal Doors, Frames & Hardware	46	EA	\$3,000.00	\$138,000
Hollow Metal Frames & Wood Doors & Hardware	-	EA	\$2,750.00	\$0
Upper Level Single Hollow Metal Frame, wood door & Hardware	62	EA	\$2,750.00	\$170,500
Upper Level Double Hollow Metal Frame, wood door & Hardware	10	EA	\$5,000.00	\$50,000
Additional Access Security Hardware	1	Allow	\$20,000.00	\$20,000
Overhead Doors				
Overhead Doors; 8 x 9 Motor Operated	1	EA	\$10,500.00	\$10,500
Overhead Doors: 9 x 10 Motor Operated	4	EA	\$14,500.00	\$58,000
Overhead Doors: 12 x 16 Motor Operated	3	EA	\$22,500.00	\$67,500
High Speed Overhead Doors				NA
			Subtotal	\$532,000
Glass and Glazing				
Storefront Windows 30%	3,317	SF	\$75.00	\$248,738
Lower Level Entrance Doors	4	EA	\$4,500.00	\$18,000
Lower Level Main Entrance Storefront	200	SF	\$75.00	\$15,000
Upper Level Exit Doors	2	EA	\$4,500.00	\$9,000
Borrowed Lites	300	SF	\$50.00	\$15,000
Mirrors	250	SF	\$15.00	\$3,750
Fitness Mirrors	300	SF	\$15.00	\$4,500
Ballistic Resistance Construction at Lobby	1	Allow	\$15,000.00	\$15,000
Automatic Operators	2	EA	\$4,500.00	\$9,000
			Subtotal	\$337,988
Moisture & Thermal Protection				
3" Continuous Rigid Insulation outboard of studs	11,055	SF	\$4.50	\$49,748
Building Interior Insulation				w/DW
Spray Applied Air Barriers	20,303	SF	\$5.75	\$116,742
Composite Metal Wall Panels 35%	3,869	SF	\$65.00	\$251,501
Soffit at LL overhang	1,735	SF	\$65.00	\$112,775
Soffit Panels at Mansard Overhang	2,948	SF	\$65.00	\$191,620
Roof Hatch	1	EA	\$3,500.00	\$3,500
Fully Adherred 60Mil EPDM Roofing & Sheet Metal	26,560	SF	\$18.00	\$478,080
Ballasted Roof above lower Level	1,735	SF	\$15.00	\$26,025
Green Roof (Sod)	9,515	SF	\$38.00	\$361,570
Roofing with Pavers	1,102	SF	\$42.00	\$46,284
Metal Standing Seam Roofing at Mansard	5,896	SF	\$15.00	\$88,440
Caulking & Selants	65,304	SF	\$0.25	\$16,326
Foundation Waterproofing	8,736	SF	\$4.75	\$41,496
Elevator Pit Waterproofing	2	EA	\$3,500.00	\$7,000
			Subtotal	\$1,791,107

VILLAGE OF GERMANTOWN POLICE

DEPARTMENT BUILDING DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Drywall				
Cold Formed Exterior Walls w/Densglass	11,792	SF	\$18.00	\$212,256
Drywall Exterior Walls	11,055	SF	\$4.50	\$49,748
Interior Metal Stud Walls and Drywall	38,580	SF	\$10.50	\$405,090
Soffits	1	Allow	\$5,000.00	\$5,000
Exterior soffit framing at LL	1,735	SF	\$15.00	\$26,025
Drywall Ceilings	1	Allow	\$7,500.00	\$7,500
			Subtotal	\$705,619
Acoustical Ceiling				
Acoustical Ceilings	23,749	SF	\$6.00	\$142,494
Restroom Ceilings	2,811	SF	\$5.50	\$15,461
Acoustical Ceiling Lower Level Lobby & Corridors	1,651	SF	\$5.50	\$9,081
Decorative Lobby Ceiling	1	Allow	\$15,000.00	\$15,000
			Subtotal	\$182,035
Flooring				
Hard Tile Walls	3,552	SF	\$20.00	\$71,040
Hard Tile Floors	2,956	SF	\$20.00	\$59,120
Hard Tile Base	640	LF	\$18.00	\$11,520
Hard Tile Shower Walls	768	SF	\$20.00	\$15,360
Hard Tile Shower Floors	128	SF	\$20.00	\$2,560
LVT/CPT	21,725	SF	\$6.00	\$130,350
Fitness Room Rubber Tile	1,879	SF	\$15.00	\$28,185
Walk Off Carpet Lower Level	230	SF	\$6.00	\$1,380
Vinyl Base	5,239	LF	\$2.75	\$14,407
Terrazzo Floor Lower Level Lobbies	1,421	SF	\$35.00	\$49,735
Terrazzo Base	100	SF	\$35.00	\$3,500
Epoxy Flooring		LF		NA
Epoxy Base				NA
Polished Concrete				NA
Sealed Concrete	38,744	SF	\$2.50	\$96,860
			Subtotal	\$484,017
Painting				
Paint Underside of Precast	38,744	SF	\$1.75	\$67,802
Paint Perimeter of Garage Walls	13,360	SF	\$1.25	\$16,700
Paint Lower Level Masonry Walls	52,000	SF	\$1.10	\$57,200
Paint Walls First Floor Walls	58,810	SF	\$1.10	\$64,691
Paint Frames	108	EA	\$95.00	\$10,260
Paint Metal Doors	46	EA	\$105.00	\$4,830
Paint Metal Stairs	3	EA	\$5,500.00	\$16,500
Painting Parking Markings	44	EA	\$25.00	\$1,100
Wallcovering Allowance	1	Allow	\$15,000.00	\$15,000
			Subtotal	\$254,083
Specialties				
Toilet Room Accessories	17	EA	\$750.00	\$12,750
Solid Surface Toilet Partitions	15	EA	\$2,750.00	\$41,250
Wire Mesh Partitions at Secured Storage				NA
Operable Partitions				NA
Wall Protection Milo	500	SF	\$8.00	\$4,000
FEC	16	EA	\$275.00	\$4,400
Lockers	80	EA	\$1,500.00	\$120,000
Window Treatments Roller Shades Manual	3,317	SF	\$8.50	\$28,190
			Subtotal	\$210,590
Signage				
Interior Signage	1	EA	\$25,000.00	\$25,000
Building Signage	1	Allow	\$60,000.00	\$60,000
			Subtotal	\$85,000
Equipment				
Elevator	2	EA	\$110,000.00	\$220,000
Appliances	1	Allow	\$10,000.00	\$10,000
Marker Boards	3	EA	\$750.00	\$2,250
Projection Screens	1	EA	\$5,000.00	\$5,000
Range Equipment				Not Included
MILO Equipment				Not Included
			Subtotal	\$237,250
Fire Protection				
Fire Sprinkler System	65,304	SF	\$4.00	\$261,216
Fire Pump				Not Included
			Subtotal	\$261,216
Plumbing				
Roof drains	65,304	SF	\$13.00	\$848,952
Trench drains in parking garage				
Security fixtures in the booking detention suite				
Restrooms				
Emergency shower				
Break room				
Locker rooms				
sump pumps for elevators				
			Subtotal	\$848,952
HVAC				
Air Handling unit in mechanical room with hydronic VAV box distribution	65,304	SF	\$39.00	\$2,546,856
Heating hot water boiler system in mechanical room				
Air cooled chiller mounted on grade or roof				
Security grilles for booking detention suite				
			Subtotal	\$2,546,856
Electrical				
Building Electrical	65,304	SF	\$45.00	\$2,938,680
Mechanical Connections				
Fire Alarm				
Security System & CCTV				
Access Control				
Generator				
			Subtotal	\$2,938,680

VILLAGE OF GERMANTOWN POLICE

DEPARTMENT SITE IMPROVEMENT DETAIL

DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
Sitework				
Building Demo				by DPW
Erosion Control Measures	1	Allow	\$4,600.00	\$4,600
Strip Topsoil for reuse	1	Allow	\$2,800.00	\$2,800
Rough Grade Site Haul off approx 9,000 Yds	1	Allow	\$205,000.00	\$205,000
Finish Grading	1	Allow	\$20,100.00	\$20,100
Stone for site concrete	1	Allow	\$3,100.00	\$3,100
Stone for Asphalt				w/Asp. Paving
24" clay liner for pond	1	Allow	\$11,300.00	\$11,300
Clean up site and respread topsoil	1	Allow	\$17,600.00	\$17,600
Paving				
Standard Asphalt Paving & Stone Base	3,657	SY	\$40.00	\$146,298
Heavy Duty Asphalt Paving	684	SY	\$45.00	\$30,800
Markings & Signage	1	Allow	\$10,000.00	\$10,000
Site Concrete Curb & Gutter				
Stone for site concrete	2,759	SF	\$1.50	\$4,139
18" Curb & Gutter	1,096	LF	\$30.00	\$32,880
Concrete Approach	944	SF	\$11.00	\$10,384
Site Concrete walks and slabs				
5" Sidewalks	1,665	SF	\$9.75	\$16,234
HC warning field	3	EA	\$500.00	\$1,500
Concrete stoops	150	SF	\$25.00	\$3,750
Mobilization & Layout	1	LS	\$10,200.00	\$10,200
Site Utilities & Storm Water Management				
<u>Domestic Water</u>				
8" main	478	LF	\$130.00	\$62,140
8" Valve & Accessies	1	EA	\$3,000.00	\$3,000
Hydrant	2	EA	\$9,500.00	\$19,000
Building Entry	1	LS	\$6,500.00	\$6,500
Connect to Existing	1	LS	\$7,500.00	\$7,500
<u>Sanitary Sewer</u>				
Sewer Main	307	LF	\$200.00	\$61,400
Manhole	3	EA	\$7,000.00	\$21,000
Riser	1	LF	\$1,000.00	\$1,000
Building Entry	1	LS	\$3,500.00	\$3,500
Connect to existing	1	LS	\$5,500.00	\$5,500
<u>Storm Sewer</u>				
Storm sewer main	644	LF	\$100.00	\$64,400
Catch Basin/Manhole	5	EA	\$5,500.00	\$27,500
Outlet Structure	1	LF	\$6,000.00	\$6,000
Connect to Existing	1	LF	\$2,500.00	\$2,500
Site Lighting Poles	5	EA	\$5,000.00	\$25,000
Monument Sign Allowance	1	Allow	\$30,000.00	\$30,000
Dumpster Enclosure Allowance	1	Allow	\$25,000.00	\$25,000
Fencing	492	LF	\$100.00	\$49,200
Fencing Gate Operators	2	EA	\$20,000.00	\$40,000
Retention Pond Construction	1	Allow	\$50,000.00	\$50,000
Landscaping	1	Allow	\$100,000.00	\$100,000
			Subtotal	\$1,140,824

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: October 20, 2025

PLACEMENT: Action Item

ITEM TITLE: Draft Request for Proposals for Design Services for Renovation and Expansion of Fire Station 2 (ACTION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Staff drafted, for your consideration, an RFP for design services for an approximate \$6.1M expansion and renovation of Fire Station #2. The RFP contemplates that this is a short-term (5 year) solution to address the Fire Departments space needs. The draft RFP is broken into three phases, essentially a schematic design phase, full design, and construction support. The RFP also anticipates that the Village will hire a construction manager early in the design development process. An RFP will be developed for those services and presented to the Village Board for approval in the coming months.

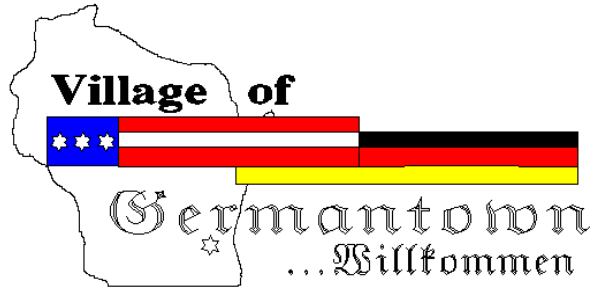
ATTACHMENT:

1. Updated: Germantown Fire Station 2 Remodel and Expansion - Design Services RFP

STAFF RECOMMENDATION:

Approve the draft RFP for publishing.

ACTION BY COMMITTEE:



VILLAGE OF GERMANTOWN, WISCONSIN

REQUEST FOR PROPOSALS

PROFESSIONAL ARCHITECTURAL AND ENGINEERING DESIGN SERVICES FOR THE REMODEL AND EXPANSION OF FIRE STATION #2

ELECTED OFFICIALS

- Bob Soderberg
 - Village President
- David Baum
 - Trustee District 1
 - **Public Safety Committee**
- Terri Kaminski
 - Trustee District 1
- Meg Cutts
 - Trustee District 2
 - **Chair of Public Safety Committee**
- Rick Miller
 - Trustee District 2
- Jolene Pieper
 - Trustee District 3
 - **Public Safety Committee**
- Robert Warren
 - Trustee District 3
- Kristen Borst
 - Trustee District 4
 - **Public Safety Committee**
- Jan Miller
 - Trustee District 4

Proposal Evaluation Team

- John Delain, Fire Chief, Project Director
 - Chief Delain will be responsible for providing overall direction for this project with the technical support and review of the Village Departments.
 - JDelain@GermantownWI.gov
 - 262-502-4701
- Steve Kreklow, Village Administrator
 - SKreklow@GermantownWI.gov
- Matthew Mortwedt, Department of Public Works Director
 - MMortwedt@GermantownWI.gov
- Matthew Uselding, Finance Director
 - MUselding@GermantownWI.gov
- Robert Asmondy, Fire Department Battalion Chief
 - RAsmondy@GermantownWI.gov
- Cary Rodriguez, Fire Department Battalion Chief
 - CRodriguez@GermantownWI.gov
- Ryker Holms, Fire Department Battalion Chief
 - RHolms@GermantownWI.gov

GENERAL INFORMATION

Summary

The Village of Germantown, WI is proposing to remodel and expand existing Fire Station #2 located at N115W18752 Edison Drive, Germantown, WI 53022 on an approximately 2.63-acre parcel and demolish an existing structure known as the Survive Alive house located on the east end of the parcel. The Village is requesting proposals from qualified Architect/Engineer (A/E) consultants to assemble and lead a team to perform professional services for the design of the remodel and expansion of Fire Station #2. Design services shall include architectural design, structural engineering design, site civil design, stormwater management design, landscape design, mechanical, electrical, plumbing (MEP) design, interior design, and telecommunication design.

Background

The Village of Germantown, WI is currently proposing to remodel and expand Fire Station #2 located at N115W1872 Edison Drive, Germantown WI 53022 and to demolish an existing structure known as the Survive Alive House which is located on the east side of the parcel. The existing Fire Station #2 was constructed in 2000-2001 and the space needs of the Germantown Fire Department (“the Department”) have outgrown Fire Station #2’s capacity. Fire Station #2 is the only station serving Germantown.

Fire Station #2 was constructed for a majorly volunteer department. Fire Station #2 currently consists of approximately 4,000 square feet of dorms, offices, restrooms, kitchen, living, and training space generally located on the west side of the building. Bay space at Fire Station #2 is approximately 5,600 square feet with 4 pull-through style bays generally located on the east side of the building.

Current staffing levels at Fire Station #2 consist of 8 persons 24/7 and 5 additional persons Monday-Friday during daytime hours. Apparatus housed at Fire Station #2 include 2 Engines, 1 Ladder Truck, 1 Water Tender, 3 Ambulances (Plans to add 4th ambulance), 1 Brush Truck, 4 Staff and Support Vehicles, and 1 Enclosed Trailer.

This design is intended to wholly meet the current needs of the Fire Department and continue to meet needs of the department 5 years into the future. Projected staffing levels in 5 years are 9 persons 24/7 and 5 additional persons Monday-Friday during daytime hours. Projected equipment inventory in 5 years includes 3 Engines, 1 Ladder Truck, 1 Water Tender, 4 Ambulances, 1 Brush Truck, 4 Staff and Support Vehicles, and 1 Enclosed Trailer. The long-term space needs of the Fire Department will be addressed by a second facility in the 5–10-year window from 2030-2040. At that time Fire Station #2 will continue to house a portion of the staff, and equipment. It is anticipated a new fire station would

become the headquarters facility and take over the majority of administrative functions from Fire Station #2 at that time.

A space needs analysis conducted for the Department in 2024 indicated a total need of approximately 50,000 square feet between two locations in the Village. The second location for future development has not yet been identified. These locations will not only provide fire protection services and EMS services for the entire Village of Germantown, but will also contain Fire Administrative offices, training facilities, apparatus bays and equipment storage areas.

Key issues this design must address include providing adequate sleeping quarters for staff, adequate day room and commercial kitchen facilities, adequate training space separate from the day room, restoration of office space for the Chief and Battalion Chiefs, adequate restroom and shower facilities, window replacement, additional insulation in existing walls (where appropriate), environmental remediation and restoration (mold), commercial HVAC capable of maintaining temperature and humidity in all occupancies, additional storage, and mill and overlay or reconstruction of the parking lots.

Scope of Design Services

The intent of the Village is to retain a design team (A/E firm) that will develop design, bidding, and construction documents and specifications, in sufficient detail to proceed with the next step in construction. After Village approval of the selected schematic designs, the design team will be authorized to begin design development and proceed with the creation of construction documents. Prior to the 30% design development stage, the Village is expected to select a Construction Manager (CM) to manage bidding, construction contract management, and documentation of the project, and to provide input on the design development and specifications. The current construction estimate for the remodel and expansion is \$6.1M.

- Design Phase 1 – Schematic Design
 - Prepare plan and profile schematic designs which include site plan, structural plans, floor plans, and elevations.
 - Prior to Design Development, prepare room data sheets for every space identified in the schematic design.
 - Development of schematic designs should take information in the 2024 Graef/PRA analysis into consideration and should avoid duplication of efforts.
 - Attend in person design meetings with Fire Department and Administrative staff necessary to facilitate the schematic design.

- Work through issues and alternatives that have not been resolved through the current level of effort:
 - Northern vs. eastern expansion
 - A construction phasing plan that allows for Fire Station #2 to remain fully operational during construction.
- Assumptions the consultant should make:
 - Future space needs of the Department will be met by a new facility in a different location.
- Present the schematic design to the Public Safety Committee, Building Oversight Committee, and the Village Board.
- Assistance and attendance at four (4) Public Information Meeting(s) for comments or presentation.
- Design Phase 2 – Plan Development
 - After approval of design development documents, and release to begin phase 2, prepare final plans and specifications, construction cost estimates, and construct documents to the level necessary to allow the Construction Manager to competitively bid the project. Contract documents shall be in standard American Institute of Architects format. Provide the Village with Electronic CAD and PDF files.
 - Design plans and preliminary construction cost estimates shall be prepared and presented to the Village at the following intervals: 30% complete, 60% complete, 90% complete and 100% complete. Specifications shall be prepared and presented to the Village at the same intervals.
 - 100% plans shall include all site and utility plans, building, structural and floor plans, MEP, landscaping, internal finishes and schedules, and any other plans necessary for construction and occupancy.
 - Design plans shall be submitted to local and State departments for review and approval. Consultant shall be responsible for fees associated for submittal and review.
 - Consultant shall be present at for site plan approval with the Germantown Plan Commission and Village Board.
 - The consultant is required to satisfy and ensure the facility can achieve an occupancy permit and can be approved by the Village's Department of Community Development.
 - Obtain all applicable federal, state, and local permits/approvals.
 - Plans should be developed in a way that allows for the fire station to remain continuously operational during construction.

- Identification and recommendations for EVP installation and/or other traffic management requirements associated with Emergency Vehicles.
- Design plans allow for phased approach with limited impact on Fire Department Operations.
- Cooperation and Coordination with Village departments for Media releases. All media releases intended for public view will be reviewed, approved, and released by an authorized Village representative including site photos, television, social media, newspaper, or other media.
- LEED Certification of this project is not required, but efforts to promote sustainability is encouraged.
- Plans for this project should include initiatives to “future-proof” the Station for future technologies, utilities, and space needs.
- Inclusion of cancer reduction safety and personnel wellness initiatives.
- Phase 3 – Consultant Construction Administration
 - General Administration
 - Attend preconstruction and regular progress meetings as requested by the Owner or CM.
 - Provide clarifications and interpretations of the construction documents.
 - Respond to CM or contractor Requests for Information (RFIs).
 - Track, log, and respond to submittals within the contractually required timeframes.
 - Review and approve shop drawings and material/product data for conformance with the design intent.
 - Maintain a log of design clarifications and change documentation.
 - Advise the Owner and CM of potential design-related cost/schedule impacts
 - Site Visits and Observation
 - Perform **periodic site visits** to observe construction for general conformance with the design intent.
 - Document visits with field reports or observation memos distributed to the Owner, CM, and contractor.
 - Identify observed deviations, deficiencies, or potential noncompliance issues.
 - Review mock-ups, testing, and commissioning activities related to design intent.
 - Attend critical inspections (e.g., structural framing, envelope installation, MEP rough-in, substantial completion walkthroughs).
 - Submittals, Samples, and Testing

- Review and approve submittals, samples, and product data for conformance to the specifications.
- Coordinate with specialty consultants (structural, MEP, civil, landscape, etc.) for technical submittal review.
- Participate in review of material testing and inspection reports provided by CM or testing agencies.
- Change Management
 - Evaluate design impacts of proposed change orders or substitution requests.
 - Prepare design-related documentation (e.g., sketches, supplemental instructions, bulletins) as needed.
 - Assist the Owner and CM in assessing cost/time implications from a design standpoint.
- Pay Application Review
 - Review the contractor's applications for payment (as recommended by the CM).
 - Verify that claimed work is consistent with design intent and observed progress.
 - Certify the recommended payment amount to the Owner based on A/E review.
- Substantial and Final Completion
 - Participate in Substantial Completion inspections and punch list preparation.
 - Review closeout submittals (as-builts, O&M manuals, warranties) for completeness and compliance.
 - Verify corrective action on punch list items.
 - Issue final completion certification and related closeout documents.
- Post-Construction Support
 - Participate in warranty reviews (typically at 11 months).
 - Provide as-built record drawings (based on contractor markups).
 - Assist with occupancy or commissioning verification.
- Note: Bidding and construction management services will be conducted by a Construction Manager hired by the Village. The construction manager will be available to the consultant by 30% design.

PROPOSED PROJECT TIMELINE

The following is the anticipated schedule for the Fire Station project, subject to change:

Description	Target Date
RFP published	October 21, 2025
Mandatory Site Visit	October 29, 2025
End of Question and Answers period	November 7, 2025
Proposals Due	November 14, 2025, by 10:00 AM
Project team review of proposals	November 17-20, 2025
Notification to top A/E firm(s)	November 25, 2025
In-person meeting / interview with top 2 A/E firms* <i>*If Needed</i>	December 3, 2025
Village Board awards A/E contract	December 8, 2025 <i>Presence of the recommended A/E firm will be required at the Village Board meeting at 7PM.</i>
Design Agreement Executed	December 2025
Construction Bidding	Early-Mid Summer 2026
Occupancy	2027

INSTRUCTIONS TO PROPOSERS

RFP Documents are available at the Village of Germantown's website, Germantownwi.gov, for pickup at Fire Station #2 at N115W18752 Edison Drive, or may be distributed by Village Staff.

Request for Proposal Information

It is the responsibility of the proposing Consultant to carefully read the entire Request for Proposal (RFP), which contains provisions applicable to successful completion and submission of an RFP. If any ambiguity, inconsistencies, or errors are discovered in the RFP, the Village must be notified in writing. Only interpretations or corrections of the RFP made in writing through addenda by the Village will be considered binding. The Village must receive all requests for interpretations or corrections no later than the date specified in the RFP timetable. The RFP consists of all documents identified in the Scope of Work section of the RFP.

Mandatory Pre-Submittal site visit

The Village will organize one site visit for all interested candidates at the following date and time(s). Interested parties shall meet on site at the date and time below:

Wednesday, October 29, 2025 at 10:00 AM

If a proposer wishes to attend, please coordinate which time slot with Administrative Manager Amy Lerch at 262-502-4701.

Questions

Questions shall be submitted via email to ALerch@GermantownWI.gov. The Evaluation Team will provide answers to questions within 2 business days. The deadline for questions is November 7, 2025. All questions and answers will be made available to all registered proposers within 2 business days following the question deadline.

Submission of Proposals

The following information must appear on the cover:

RFP for Professional Design Services for Village of Germantown Fire Station #2

The information will be received by the Village of Germantown Fire Department's Administrative office at:

Germantown Fire Station 2
N115W18752 Edison Drive
Germantown, WI 53022

All submittals by mail or submitted in person must be received **no later than 10 a.m. on November 14, 2025**. Hand carried proposals may be delivered to the above address between the hours of 8:00 A.M to 4:00 P.M., Monday through Friday, excluding holidays observed by the Village. Proposers are responsible for informing any commercial deliver services, if used, of all deliver requirements for ensuring that the required address information appears on the outer wrapper or envelope used by such service.

Electronic proposals sent via email or fax will not be accepted without a physical copy being received prior to the date and time listed above. Electronic documents to supplement hardcopies can be submitted to ALerch@GermantownWI.gov.

Incomplete proposals will not be accepted, will not be considered valid, and will not be evaluated or responded to.

Scoring and Selection

The Evaluation Team will score proposals according to the matrix below. The top two scoring proposals will be further evaluated with an interview. All scores and proposals will be forwarded to the Village Board. The Evaluation Team will recommend the highest scoring proposal to the Village Board. The selection of a consultant for this project is the sole discretion of the Village Board, regardless of the recommendation made by staff.

The highest scoring consultant will be asked to present their proposal to the Village Board in advance of being awarded the contract.

Scoring Criteria

Criteria	Points
Meeting RFP Requirements	15 points
3 Positive References from Similar Project	10 points
Cost	35 points
Consultant Team Qualifications (including subs)	20 points
Interview Performance (top two firms)	20 points

THE VILLAGE WILL PROVIDE

The Village of Germantown is responsible for providing the following to the consultant upon award of the contract:

- Needs assessment documentation (by others) conducted from 2024-2025.
 - Note the scope of project has grown since the initial needs assessment in 2024.

- Scheduling and providing the location/facility for the Public Information meeting(s)
- Media coordination for release of materials from A/E firm including writing, editing, photography, and coordination of interviews with Media.
- Existing building plans and documents, as available.

Contract and Terms

It is expected that the selected firm will provide a proposed agreement following the Standard AIA Owner - Architect Form of Agreement, A101-2017 or similar; any modifications to the document can be discussed and negotiated prior to finalizing the agreement and prior to execution of the contract.

RFP SUBMITTAL REQUIREMENTS

Part A – Technical Proposal

The technical proposal shall consist of the firm’s qualifications and scope of work for the project.

Proposers shall include their complete return address on the outer envelope wrapper.

The Consultant’s submitted sealed proposal package shall include the following:

1. Three (3) hard copy of the Consultant’s Technical Proposal, containing information outlined in the section titled “preparing and submitting proposal response” below.
2. One (1) **separate and sealed envelope** containing a hard copy of the price proposal as described in “part c” below.
3. One (1) hard copy of the proposed Draft Service Agreement to undertake the project work covering all the terms, conditions, and specifications for the performance of all work outlined in this Request for Proposal. The Firm agrees that this draft contract shall be subject to changes that may be required by the Village.
4. One (1) USB drive containing an electronic PDF copy of the Technical Proposal, the price proposal, and the Draft Service Agreement.

Part B – Interview/Presentation

The top two firms, based on the selection of the Evaluation Team, will be invited to attend an oral interview/presentation. The Village reserves the right to award the contract without interviews.

Part C – Price Proposal

Proposing Firms shall submit a price proposal in a **sealed separate envelope**. The Price Proposal envelope should be identified in the lower left-hand corner with the words:

Price Proposal - RFP Germantown Fire Station.

The Proposing Firm’s name must also appear on the upper right corner of the outside of the price proposal envelope. Price Proposals must be signed by an officer of the company, who is legally authorized to enter into a contractual relationship in the name of the Proposer.

The submittal of a Proposal will be considered by the Village as constituting an offer by the Proposer to perform the required services at the stated prices.

Price proposals will be of sufficient detail to be evaluated by the Village’s review team. A Lump Sum price will be acceptable including a price Not to Exceed the stated amount, or other qualifiers.

If an hourly price proposal is submitted, rates, estimated hours and individuals must be shown on a spreadsheet (or equivalent) format with totals for each identified task from a generalized scope.

Modified Submissions of RFP

Modified qualifications and proposals can be submitted to replace all or any portion of previously submitted information prior to the submission deadline.

Withdrawal of RFP

Qualification and proposal information may be withdrawn from consideration prior to the submission deadline by written request, on the Consultant's letterhead, submitted to the Village.

RFP Postponement or Cancellation

The Village may, at its sole and absolute discretion, reject any and all, or parts of any and all submittals to the RFP, re-advertise this RFP, postpone or cancel at any time this RFP process, or waive any irregularities in this RFP as it deems to be in the best interest of the Village of Germantown.

Contracting Department

The Germantown Fire Department will administer the contract resulting from this RFP.

Incurring Costs

The Village of Germantown is not liable for any cost incurred by proposers in replying to this RFP. This Village of Germantown reserves the right to accept or reject any or all proposals and to waive technicalities in any proposal or part thereof deemed to be in the best interest of the Village.

Fixed Price Period

All price, cost, and conditions outlined in the RFP/Price Proposal shall remain fixed and valid for acceptance for a 90-day period commencing on the due date of the consultant's proposal. The Village reserves the right to negotiate the scope of services and cost with the highest ranked consultant.

Certification of Independent Price Determination

By signing their proposal, the respondent certifies, and in the case of a joint proposal, each party thereto certifies as to its own organization, that in connection with this procurement:

The process in this proposal has been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other respondent or with any competitor.

Unless otherwise required by law, the prices which have been quoted in this proposal, have not been knowingly disclosed by the respondent and will not knowingly be disclosed by the respondent prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other respondent or to any competitor.

No attempt has been made or will be made by the respondent to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

PREPARING AND SUBMITTING PROPOSAL RESPONSE

General Instructions

Evaluation and selection of the A/E consultant for this project will be based on information submitted in the RFP response plus references, oral presentations (if requested), other references and supplemental information. Failure to respond to each requirement in the RFP may be the basis for rejecting a response or may result in a null (0) score for that portion at the evaluation Team's discretion.

Alternate Proposal

Proposers may submit an alternate proposal or creative cost-saving alternatives, which meet minimum requirements and specifications of this RFP. Indicate such on the proposal. Proposers may submit more than one proposal depending on their Team structure and strategy. Subconsultants may be on more than one team.

Part A – Technical Proposal

The body of the Proposal should contain the following:

Letter of Introduction/Statement of Interest

Summarize the firm's interest in this project and any special knowledge or expertise that the firm has to offer. Include name of contact person (Project Manager), phone number, e-mail address and website address.

Firm's Information; Including the following:

- Office location
- Ownership, affiliation, and size of firm (number of professional employees).
- Provide a description of the qualifications, experience, organization, and resources of the firm related to this project.
- Past performances on similar contracts in terms of cost control, quality of work, compliance with performance schedules, and compliance with regulatory agencies. Submit a detailed description (including photographs if possible) of five recent projects either completed or under construction, projects must be Fire Stations, and involving personnel proposed to be assigned to this project including the following information:
 - The actual design and construction costs of the project bid(s) compared to the architect estimate.
 - The date the project was designed and constructed.
 - Contact information for the client (name, address, telephone number).
 - Design Team Professional.

Key Individuals Qualifications and Experience

- Provide a description, resume or bio-sketch of the qualifications and experience of the primary team that will be assigned specifically to this project.
- Provide contact information for the Project Manager who will be the main contact for the Village and who will be professionally responsible for the project.
- Provide an organizational chart (including Subconsultants) if necessary for clarity.
- Indicate key individuals' experience with Fire Station or similar projects.
- Identify the function/responsibility of key individuals assigned to work on this project (e.g., project manager, designer, etc.) along with their previous experience in similar roles on similar projects.
- List office location of key individuals.

Key Subconsultants, Experience and Responsibilities

- Provide a description, resume or bio-sketch of the qualifications and experience for each Subconsultant and their professional field that will be assigned specifically to this project.
- List the location and address of each Subconsultant.
- Identify the approximate percentage of the level of involvement assigned to the Subconsultant.

Proposed Services:

State how your firm will meet the scope of services, including the following:

- Proposed work plan or proposed scope of work and technical/innovative approaches for the project. Provide both a summary and details of your proposed services.
- Indicate proposed timeframe or schedule to complete the tasks.

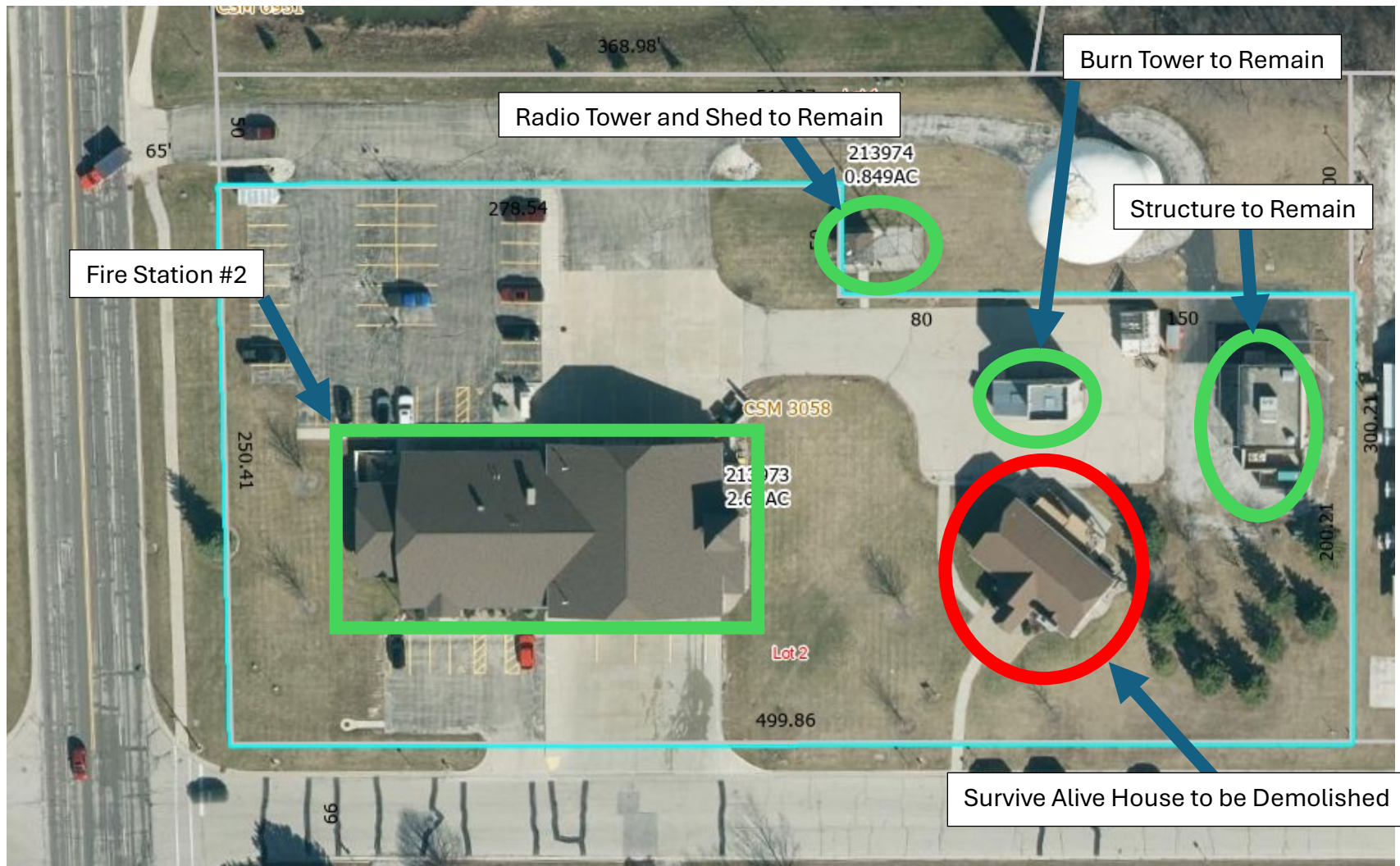
Attachment A

GIS Site Photo



Attachment B

Identified Structures



BUSINESS OF THE VILLAGE BOARD

MEETING DATE: October 20, 2025

PLACEMENT: Action Item

ITEM TITLE: Request for Proposals (Draft RFP) for Community Engagement Services Related to Redevelopment of the Former Flower Source Property in the Village Center District (ACTION)

SUBMITTED BY: Jeff Retzlaff, Community Dev. Director

SUMMARY EXPLANATION:

At the August 4, 2025 meeting, the Village Board directed staff to: (1) add the GRAEF consulting firm to the list of consultants that will be asked to submit proposals for community engagement services related to the preparation of a re-development plan, zoning regulations, and design guidelines for the Mequon @ Pilgrim Road "Village Center" area, including the former and now Village-owned Flower Source property; and (2) prepare a Request for Services (RFP) for Village Board review at the next/subsequent Board meeting.

Staff has prepared an RFP that is designed to solicit proposals for the development of a community engagement process that will involve conducting interactive and collaborative activities with Village residents, property owners, business owners, and other stakeholders for the purpose of collecting their feedback and recommendations that will, in turn, guide the development of site-specific plans, zoning regulations, and design guidelines for the re-development of Village-owned property in the Village Center District.

At the request of Village President Soderberg, the RFP has been expanded to include another Village-owned property... the 5.6 acre "Grosenick Property" located near the Main Street @ Fond du Lac Ave/STH145 intersection.

ATTACHMENT:

1. Community Engagement DRAFT RFP-10-15-25

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

Request for Proposals Community Engagement Services

Release Date: October __, 2025

INTRODUCTION

The Village of Germantown (hereafter the “Village”) is seeking proposals from well-qualified consultants to design, manage, and facilitate implement of a comprehensive community engagement program that will identify community issues, priorities, needs, and desires that will, in turn, be used in the development of a general land-use plan and specific development regulations, and design guidelines for the potential re-development of three (2) Village-owned properties located in the “Village Center District” as identified under the Village’s 2050 Comprehensive Plan.

PURPOSE AND OBJECTIVES

The Village owns two adjoining properties totaling 19.6 acres within an overall 35.8-acre re-development area located at the intersection of Mequon Road @ Pilgrim Road. The “Flower Source” property is a 15-acre property formally used as a retail nursery, greenhouse and landscape supply operation. The adjoining “Ascension” property is comprised of two parcels totaling 4.6 acres and is currently developed with a medical clinic and offices (Ascension Columbia-St. Mary’s) that provides comprehensive, out-patient medical services (see Exhibit A). In another part of the “Village Center District”, the Village owns the “Grosenick Property” comprised of two adjoining parcels totaling 5.6 acres located near the Fond du Lac Ave/STH145 intersection, including a 5.2-acre vacant parcel with direct access to Main Street and a .42-acre parcel developed with a small office building with direct access to Fond du Lac Ave.

While the Village eventually wants to develop a detailed land-use plan, development regulations, and design guidelines to guide potential re-development of property within the entire “Village Center District” over the long-term, the purpose for this near-term project is to develop site-specific re-development plans along with development regulations and design guidelines for the three (3) properties owned by the Village, i.e. the 15-acre “Flower Source property”, the 4.6-acre “Ascension property” and the 5.6-acre “Grosenick property”.

Proposals are requested to provide community engagement services from consultants with experience conducting traditional and innovative community outreach and engagements activities that involve and collaborate with residents, property owners, business owners & operators, community organizations, and other identified stakeholders.

The selected consultant will need experience designing and conducting surveys, stakeholder meetings, focus groups, and other in-person, virtual and social-media based activities that engage a variety of community participants in an inclusive and equitable manner. The type, number, and method of conducting the community engagement activities selected will need to generate useful and pertinent feedback and recommendations that the consultant will document in a report that can, in turn, be used by the consultant, Village officials, and Village staff in the development of site-specific land use plans, development regulations, and design guidelines for the Village-owned properties that are consistent with and further the intent of the “Village Center District” land use table and development policies in the 2050 Comprehensive Plan.

SCOPE OF SERVICES

The selected consultant will provide the Village specific recommendations regarding the final scope of the project, including specific tasks and deliverables based on their expertise and experience completing similar community engagement programs. However, the selected consultant shall design a community engagement program that, at a minimum, will accomplish all the tasks outlined below. The consultant may propose enhanced or alternative approaches or methods to accomplishing the tasks provided such approaches or methods satisfy the required tasks as deemed acceptable by the Village.

Task 1: Project Management

The consultant shall manage and be responsible for all project activities related to designing, conducting, and reporting of the community engagement program in cooperation with and under the direction of Village staff, including:

- Developing the community engagement program
- Maintaining the project schedule based on realistic timelines including all essential tasks and deliverables
- Holding regular check-ins with appropriate Village staff to provide progress updates, coordinate efforts, receive direction from staff, and discuss any needed adjustments to the schedule, engagement program activities, or scope of work
- Delivering regular and timely invoices based on a mutually-acceptable timeframe that include a breakdown of time spent on each task and percentage of work completed
- Unless otherwise mutually-agreed to and clearly specified by the Village, create and obtain Village approval of all engagement-related tools, products, materials, images, graphics, content, websites, social media accounts, and other digital or physical items needed for engagement activities, including: surveys, presentations, handouts, promotional materials, advertising and public information notices

- Conducting or executing the engagement activities and associated logistics, including, but not limited to scheduling and securing permission to use Village and non-Village facilities, meeting rooms, or other spaces, equipment, websites, social media sites, etc. necessary to promote and conduct all engagement activities

Task 2: Conduct Introduction Meetings with Village Officials and Staff to Develop the Community Engagement Program

The consultant will facilitate meetings and other activities deemed necessary with Village officials and staff to identify goals, priorities, expectations, resources, opportunities, and limitations necessary to shape and create the community engagement program. The proposed engagement program should provide meaningful opportunities for dialogue between Village officials, staff, and the consultant to identify mutually-acceptable community engagement activities to be conducted as part of the program.

Without limitation and subject to the experience and creativity of the consultant, activities that should be considered are those that are interactive and collaborative with participants and may include, but are not limited to:

- Listening sessions
- Charettes, open houses or hands-on workshops
- Visual preference surveys, opinion surveys, and mapping exercises conducted live or on-demand, in-person or virtual utilizing website or social media
- On-the-ground outreach opportunities or activities such as pop-up tents or tables and local community events

The final community engagement program shall include:

1. A list of specific engagement activities to be conducted and the type of feedback, opinions, recommendations, etc. intended to be collected
2. A list of the means, methods, tools, media, technology, etc. to be employed to advertise, or conduct the various engagement activities
3. A schedule outlining dates, times, and locations of each engagement activity
4. A list of the various community participants, e.g. residents, property owners, business owners, organizations, other stakeholders, etc. intended to be reached by the various engagement activities

Based on feedback gathered from the meetings, the consultant will prepare a written summary of the proposed community engagement program in a "Community Engagement Plan" document for presentation to and approval by the Village Board prior to

commencement of the engagement program activities. Said document shall include a detailed description of the community engagement program, including a list and narrative description of the engagement activities, events, intended participants, expected outcomes, and scope of services tasks.

Task 3. Facilitate the Community Engagement Process

With mutually-acceptable support from Village officials and staff, the Consultant will facilitate execution of the community engagement events and activities as described in the Community Engagement Plan. The consultant shall be responsible for all logistics related to preparing, conducting, reporting the results of and completing all engagement activities, including:

- Obtaining necessary permission for the use of or creating all engagement-related tools, products, materials, images, graphics, content, websites, social media accounts, and other digital or physical items needed for engagement activities, including: surveys, presentations, handouts, promotional materials, advertising and public information notices
- Scheduling and securing permission to use Village and non-Village facilities, meeting rooms, or other spaces, equipment, websites, social media sites, etc. necessary to promote and conduct all engagement activities
- Preparing a written report summarizing each engagement activity documenting details about the event, participants, outcomes, feedback received, etc. Where appropriate said report should include graphics, tables, images, etc. to adequately convey the feedback presented and the feedback received

Task 4: Prepare a Final Community Engagement Outcomes Report

The purpose of the final report is to develop a clear, concise document of the feedback received through the community engagement process. The report should be in a format that is easily reproducible and geared toward use by Village officials, staff and the general public. The use of color maps, graphics, images, plans, renderings, etc., to present the qualitative and quantitative information and feedback received is encouraged. The final report shall contain a list of the key findings, feedback, and recommendations at a level of detail, terminology, and understanding that can be easily explained to the general public and applied by the consultant or Village staff into the development of site-specific land use plans, zoning-type development regulations, and design guidelines for the three (3) Village-owned properties in the "Village Center District".

The consultant shall provide a draft final report to Village staff for review and approval. Based on the feedback from staff, the consultant will prepare a final report and present it to the Village Board at a mutually-acceptable public meeting.

PROJECT BUDGET & SCHEDULE

The final budget and scope of services for the overall project will be negotiated with the selected consultant. The Village shall not be responsible for any costs incurred during or for the preparation of a proposal in response to this Request for Proposals.

The project is expected to commence in January, 2025, and be completed in April, 2026. However, additional time may be necessary and granted by the Village depending on project needs.

PROPOSAL REQUIREMENTS

A Proposal submitted in response to this RFP must include the following items:

1. **Project Understanding and Interest.** Provide a narrative discussion of your understanding of the proposal and explain why the consultant is interested in partnering with the Village of Germantown.
2. **Key Personnel and Qualifications.** Provide a list of key members of the consultant project team (including any subcontractors) and their anticipated role in the project. Include qualifications or resumes for each team member. Include an organizational chart of the project team (including any subcontractors), as well as the percentage of time the project team will have available to devote to this project. Consultant shall describe the project members capacity to engage with the public at events that are held outside a typical 9-5 weekday schedule.
3. **Relevant Experience.** Provide an overview of the consultant's prior relevant experience, including examples of projects of similar scope and nature. Provide the following items for at least three (3) past projects:
 - a. Municipality/Agency & Location
 - b. Project Date, Time Period & Completion Status
 - c. Project Budget
 - d. Client Contact Name, Phone Number or Email Address
4. **References.** Provide a contact name, phone number or email address for at least three (3) references for the consultant's prior contracted work.
5. **Work Program and Project Schedule.** Provide an overview of key tasks, actions, and deliverables, drawing from the Scope of services included above. This section should also outline your approach, understanding, and strategy for completing the project. The work program should also include a tentative project schedule with key dates assuming a contract award in mid-November, 2025. Finally, this section shall demonstrate how the proposed work program incorporates strategies for equitable and inclusive

engagement of typically underrepresented stakeholders and “silent” supporters or objectors.

6. **Cost Proposal.** Provide a detailed description of the proposed fee structure, estimated costs, and budget assumptions for the project. The budget should include costs per task item and per deliverable, costs for materials/supplies, and project management costs. Please provide a breakdown of the tasks and deliverables for the work program(s), with estimated costs and hours worked by personnel.
7. **Supporting Documents** (optional). Please include any relevant supporting documents with your submittal which showcase the consultants experience and expertise in the provision of community engagement consulting services.

SUBMITTAL INSTRUCTIONS

Proposals must be received before 4:00pm CST on or before November __, 2025.

The Village reserves the right to extend the deadline or accept a late submittal with good cause shown. The Village of Germantown reserves the right without prejudice to reject any or all proposals. The consultant is responsible for verifying that their proposal has been received before the submittal deadline date.

Proposals must include all of the required information listed herein and should be presented in a sequence consistent with this RFP. The proposal shall not exceed 30 pages in length. All proposals shall be submitted in a digital PDF file format via email to the Village Administrator at the email address listed below. If the proposal is too large to submit via email, please submit via Drop Box or other filesharing service mutually agreed to with the Village. Alternatively, a proposal may be submitted in an electronic format contained in a USB flash drive provided it is received by the Planning & Zoning Services counter in Village Hall at the address below and before the submittal deadline:

Steve Kreklow, Village Administrator
N112 W17001 Mequon Road
Germantown, WI 53022
skreklow@germantownwi.gov

No reimbursement will be made by the Village for costs incurred in the preparation of the response to this RFP. Submitted materials will not be returned and will become the property of the Village of Germantown.

SELECTION CRITERIA

Proposals will be evaluated based on the following criteria:

1. Project Understanding and Interest	10 %
2. Key Personnel and Qualifications	15 %
3. Relevant Experience & Local/Regional Experience	15 %
4. References	10 %
5. Work Program and Project Schedule	30 %
6. Cost Proposal	20 %
Total	100%

The Village reserves the right to select a consultant without interviews, however, a short list of consultants **may** be selected and invited to present their proposal to and discuss with the Village Board. The presentation portion of the interview will be limited to no more than 15 minutes with up to 30 minutes set aside for questions and answers. The presenters must include one of more of the key personnel who will work on the project.

The selected consultant will be required to enter into a Professional Services Agreement with the Village. Village Board approval may be required based on the contract amount. A Notice to Proceed will be issued to formally begin work.

EXHIBITS

Exhibit A "Village Center District": Mequon @ Pilgrim Road Re-Development Area & Village-Owned Parcel Map (Flower Source Property & Ascension Property)

Exhibit B "Village Center District": Main Street @ Fond du Lac Ave Re-Development Area & Village-Owned Parcel Map (Grosenick Property)

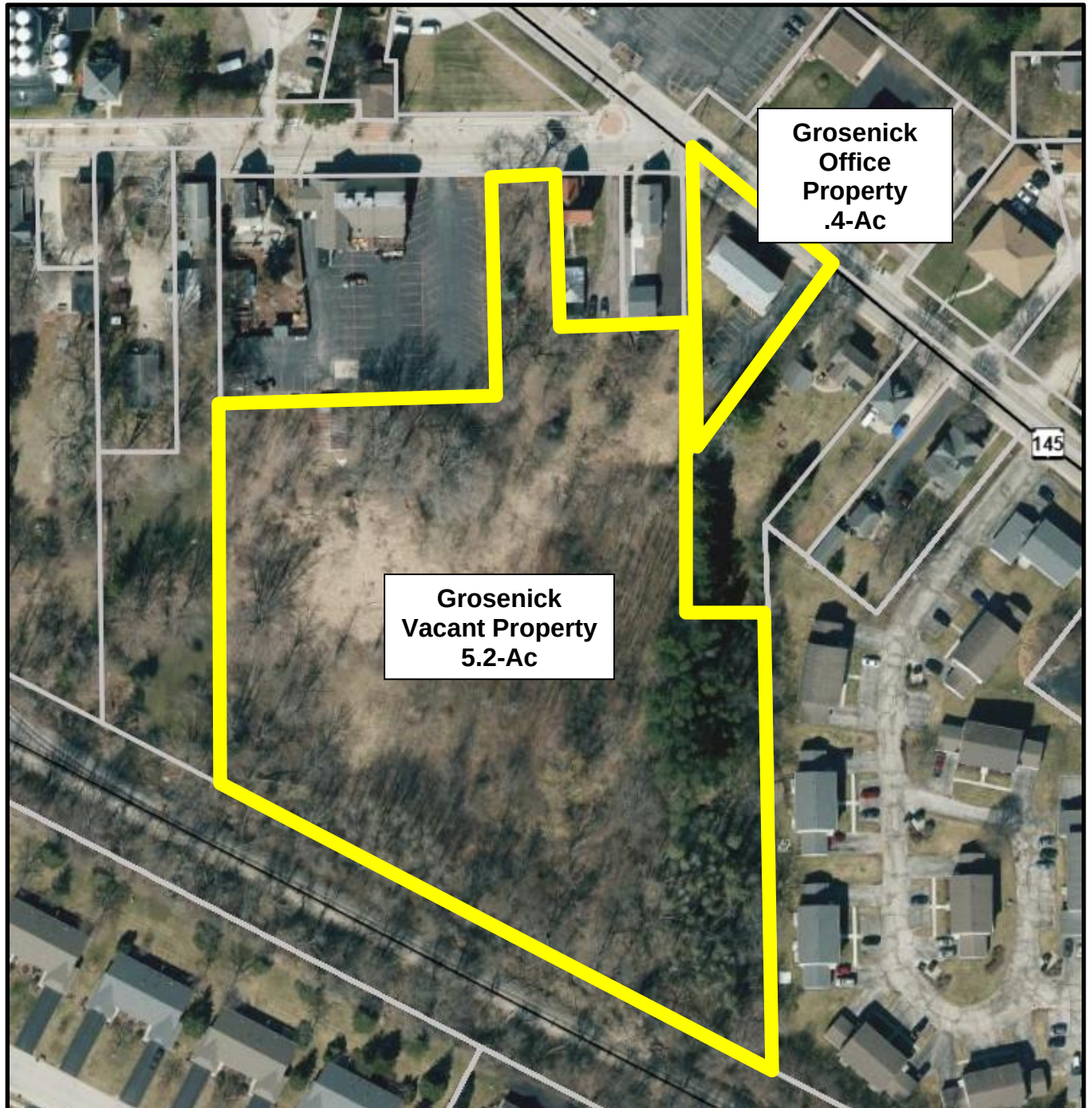
Exhibit A

“Village Center District” Mequon @ Pilgrim Road Re-Development Area & Village-Owned Parcel Map



Exhibit B

“Village Center District” Main Street @ Fond du Lac Ave/STH145 Re-Development Area & Village-Owned Parcel Map



BUSINESS OF THE VILLAGE BOARD

MEETING DATE: October 20, 2025

PLACEMENT: Ordinance

ITEM TITLE: An Ordinance to Amend Section 8.02 of the Germantown Municipal Code related to Sidewalk Snow and Ice Removal.
(ACTION)

SUBMITTED BY: Matthew Mortwedt, Public Works Director

SUMMARY EXPLANATION:

Discussion Summary

The possibility of amending Municipal Code Section 8.02 was reviewed at the July and August Public Works and Highway Committee (PWHC) meetings. In July, the Director of Public Works presented a memorandum outlining concerns with the current code. The memo emphasized how the existing language limits connectivity, defined the term “sidewalk,” reviewed the history and expansion of the sidewalk network, compared practices in neighboring municipalities, and detailed maintenance costs. It also outlined potential options available to the PWHC and Village Board for modifying the code.

Committee Deliberations

At the July meeting, committee members requested additional information regarding the amount of winter sidewalk maintenance that would be transferred to adjacent property owners.

In August, staff provided a breakdown showing the distribution of sidewalk adjacent to front yards, side yards, and commercial properties, compared to backyards. Staff also introduced the concept of adopting a winter sidewalk maintenance map. Following discussion, the PWHC directed staff to prepare a draft ordinance shifting a portion of winter sidewalk maintenance responsibilities to adjacent property owners, guided by an official map.

Next Steps

The proposed code revision before the committee this evening reflects the direction and discussion from the previous two meetings. The subsequent agenda item is a resolution to adopt the official winter maintenance map. Note that this version includes revisions from the Village Attorney as indicated were coming at the Committee.

ATTACHMENT:

1. Memo re Sidewalk Maintenance Ordinance
2. Sidewalk Ordinance Memo 070225 (1)
3. Ordinance re Sidewalk Snow Removal

STAFF RECOMMENDATION:

The PWHC recommended the ordinance change with a 3-0 vote.

ACTION BY COMMITTEE:

Public Works Committee recommended approval of Ordinance.

To Public Works Committee

From Brian C. Sajdak, Village Attorney

Date June 25, 2025

Re Sidewalk Maintenance Ordinance

I have been asked to provide a legal analysis of the various options being considered as an amendment to the current sidewalk maintenance ordinance. The current ordinance places full responsibility for the maintenance of sidewalks upon the Village, and is found in Sec. 8.02 of the Municipal Code:

8.02 SIDEWALK/PATHWAY CONSTRUCTION, REPAIR AND SNOW REMOVAL.

(1) INITIAL SIDEWALK/PATHWAY CONSTRUCTION. See section 18.08(6) of this Code.

(2) SIDEWALK/PATHWAY REPAIR AND REPLACEMENT. The Director of Public Works is directed to inspect all Village sidewalks/pathways at least annually and if, in his judgment, any such sidewalks/pathways are in need of repair or replacement, he shall cause the same to be repaired or replaced at Village expense.

(3) SIDEWALK SNOW REMOVAL. The Director of Public Works is directed to remove the snow from all Village sidewalks as soon as convenient after Village streets are plowed.

(4) DEFINITIONS. For the purpose of this section, the following definitions shall be used:

(a) Pathway. A specific area designated for the movement of pedestrian or bicycle traffic which may be constructed of asphalt, concrete, permeable surfacing, stone or wood chips, and located in Village easements, parks or parkways.

(b) Sidewalk. A specific area designated for the movement of pedestrian or bicycle traffic, which is constructed of asphalt, concrete, or permeable surfacing, and is located within the right-of-way of Village streets.

Public Works staff indicates that they are proposing three options for amendments:

1. Shift responsibility for all ROW sidewalk snow removal to the adjacent property owner.
2. Maintain the current ROW sidewalk snow removal area. New sidewalk outside of the existing area would have snow removed by the adjacent property owner.
3. Continue to maintain sidewalk in the right of way where it is situated in the adjacent property owners back yard. Transfer ROW sidewalk snow removal to the adjacent property owner where the ROW sidewalk is situated along the side and front yards.

This memorandum considers these three options and provides one additional point for possible discussion.

Option 1

This option shifts responsibility for snow removal to the adjacent owners. This approach is consistent with the approach used in many communities in Wisconsin where sidewalks are prevalent. Samples for some of these communities are attached. There are a few issues with this option.

First, there are large parts of the existing sidewalk network which is installed to the rear of residential properties such as areas on the west side of Pilgrim Road and the south side of Mequon Road. Many of these homes have placed continuous fencing along the rear property line, which would make access for an individual homeowner. In new subdivisions, this is typically handled by the Homeowner's Association, much like property maintenance in a condominium. Some of these existing neighborhoods may not have existing HOAs and/or budget to add this maintenance.

Second, there may be a levy impact to the change, although it is likely small. Under Wisconsin law, a municipality may be required to reduce its available levy where there is a change in the manner in which the municipality pays for certain "covered services." This negative adjustment is required when a municipality shifts payment for these covered services from the tax levy to a fee-based approach. Specifically, if the municipality gains "revenues that are designated to pay for a covered service that was funded in 2013 by the levy of the political subdivision, the political subdivision shall reduce its levy limit in the

current year by an amount equal to the estimated amount of fee revenue collected for providing the covered service, less any previous reductions made under this subdivision, not to exceed the amount funded in 2013 by the levy of the political subdivision.” Wis. Stat. § 66.0602(2m)(b)2. Covered services under the statute are, with some exceptions, “garbage collection, fire protection, snow plowing, street sweeping, or storm water management.” Wis. Stat. § 66.0602(2m)(b)1. Unfortunately, “snow plowing” is not defined by the statute, so it is unclear whether the term would cover the cost of snow removal on sidewalks. However, even if it did, there would have to be an analysis of how much the Village paid for that out of the levy in 2013 and then take a reduction up to that amount. Given the low priority for this work, my guess is that this is a relatively nominal amount. To the extent that it matters, recall that the statute allows the Village to hold a referendum to avoid the negative levy adjustment by allowing the voters to decide whether to make the change. Given that very few properties have sidewalks currently, there may be broad support for the idea that the Village should not be paying for something that only impacts a small subset of all residents.

Option 2

This option would see the Village continue to provide snow removal in the current locations, but would require new developments with sidewalks to require the adjacent owners to be responsible. The issue discussed above for Option 1 related to the location of some of the sidewalks would be eliminated because new developments would have to account for that responsibility. However, there might be political backlash to this approach that is couched in legal constitutional claims. Those Trustees who have been on the Board long enough will recall the various disputes over the years related to disparate levels of garbage/recycling collection for some developments where a condition of approval was that they provide their own service. The arguments are almost always couched in a constitutional equal protection and/or due process claim—both of which fail.

It is well within the Village’s authority to allocate its tax dollars as it sees fit. Courts have routinely held that a municipality has a legitimate government interest in providing different levels of service to different types of property for economic reasons and, therefore, those differences do not run afoul of the Constitution. See Pheasant Run Condominium Homes Ass’n. v. City of Brookfield, 580 F.Supp. 735, 740 (E.D. Wis. 2008)(Citing Beauclerc Lakes Condominium Ass’n v. City of Jacksonville, 115 F.3d 934, 935 (11th Cir. 1997); Ramsgate Court Townhome Ass’n v. West Chester Borough, 313 F.3d 157, 160 (3d Cir. 2002); and Goldstein v. City of Chicago, 504 F.2d 989, 991 (7th Cir. 1974)). Indeed, there are multiple current examples in the Village to illustrate the point such as sewer/water service, differing levels of fire protection, and the garbage/recycling service mentioned above.

The Pheasant Run case involved an informal policy in the City of Brookfield that required certain developments within the city to maintain their own private roads. The owners

contested that requirement on both constitutional grounds. With respect to the equal protection claims, the Court noted that the form of property ownership is not “suspect” classification. Id. at 739. Nor is there a fundamental right to snow removal or street maintenance. Id. As such, the Court reviewed the policy under the rational basis standard which requires a determination of whether “whether a conceivably rational relationship exists between the distinction in question and a legitimate governmental interest.” Id. In other words, “[g]overnmental action only fails rational basis scrutiny if no sound reason for the action can be hypothesized.” Lauth v. McCollum, 424 F.3d 631, 634 (7th Cir. 2005) (quoting Lamers Dairy, Inc. v. U.S. Dep’t of Agric., 379 F.3d 466, 473 (7th Cir. 2004)). Because conserving tax dollars is a legitimate governmental interest, the Pheasant Run court rejected the equal protection claim.

Similarly, the Court noted that being treated the same as other property owners is not an interest protected by substantive due process. Pheasant Run, 580 F. Supp. at 740. And, because

every unit owner either knew or should have known before purchasing his or her condominium that the development included private roads and that the association bore the responsibility for maintaining them. Owners did not have to purchase units and, having done so, cannot reasonably assert that it is unfair to hold them to their bargains.

Id. at 740-41. Accordingly, the procedural due process claim also failed.

Option 3

This approach eliminates the concern about property access to rear yard sidewalks discussed in Option 1. Beyond that, it retains the same issues and concerns as the other two approaches.

Additional Thoughts

In addition to snow removal, note that the Municipal Code currently provides that the repair or replacement is done by the Village at Village expense. As is illustrated by the attached sample ordinances, some communities charge the cost of repair to the adjacent property owner. This could be considered as well; and would be an option that would not require a negative levy adjustment under the statute.

Village of



Department of Public Works

Matt Mortwedt, Director
Kevin Driscoll, Village Engineer
N112 W17001 Mequon Rd, PO Box 337
engineering@germantownwi.gov
262-250-4721

MEMORANDUM

DATE: 6/27/2024
FROM: Matt Mortwedt, Director of Public Works *MM*
TO: Terri Kaminski, Chairperson, Public Works and Highway Committee
The Public Works and Highway Committee.

The Issue to Be Considered: Sidewalk Snow Removal

Section 8.02 of Germantown code requires the Department of Public Works to remove snow from all sidewalks.

A Limiting Factor

With pedestrian connectivity and safety becoming more of a priority with residents, and almost all new development proposals increase the amount of sidewalk, Germantown would be wise to consider modifications to its sidewalk maintenance ordinance.

This code provision has had the effect of holding back larger expansions of the sidewalk network due to concerns about the operational impact, which I will elaborate on later in this memo.

Other Considerations when adding Sidewalk

It goes without saying that snow removal is only one factor of several that Germantown should consider when adding sidewalk. Sidewalks will require long-term maintenance and will eventually need to be replaced. Those repairs and replacements will come at significant cost that should be factored in any decision to add new public sidewalk. A prime example of this is the approximately \$70,000 Germantown is spending on sidewalk repair on Main Street this summer.

Definition of a "Sidewalk"

To understand the issue, it is important to note that "sidewalk" is defined by its location, not the material it is constructed with. When we hear "sidewalk" we naturally think of a 3-foot-wide concrete walk used in more urban cross sections. While it is true, that is a "sidewalk" per the code, so are asphalt paths on Division Road, Donges Bay Road, Freistadt Road, Town 9 Parkway, Holy Hill Road, and soon to include High Point Pass. This is because the code defines a "sidewalk" as an improved path constructed in the right-of-way.

History and Expansion

When the code was adopted sometime around 1980 there was very limited sidewalk in Germantown. Washington County satellite imagery from 1980 shows sidewalk only existed on Main Street, Park Street and Church Street. Though records don't exist to explain the Village Board's rationale for adopting this code, it was likely seen as a limited service focused on Main Street businesses. As the

sidewalk network has expanded, the code requirement has turned sidewalk snow removal into a major service provided in all areas of the Village that will continue to grow with the community.

The proposed Sutton Farm development at County Line and Lannon includes sidewalk throughout the subdivision. It is likely that the future Village Center and Blackstone developments will also include sidewalk. The 2050 plan calls for additional side path, likely qualifying as sidewalk per the code, potentially on Division north of Mequon, Western north of Mequon, Squire north of Mequon, and extensions on Main Street, and various other places to foster connectivity.

Municipal Comparison

This is a service that is very much an anomaly when it comes to typical municipal services provided in other communities. Slinger, West Bend, Menomonee Falls, Brookfield, and most other communities require snow to be removed by adjacent property owners. Most also require snow be removed in 24 hours, and have a code provided assessment process should the municipality have to remove snow. Some municipalities make exceptions to requiring the adjacent property owner requirement when the sidewalk is adjacent to the back yard.

Cost to Maintain

Equipment Needed

Germantown owns three sidewalk tractors that are used for sidewalk snow clearing and grass cutting. The current replacement cost of one tractor is approximately \$270,000. One of these pieces of equipment is due for replacement next year (2026). Projected out, the replacement cost for all three machines is approximately \$1,000,000 in the next 10 years. If the sidewalk network continues to expand, we will be forced to add a fourth machine, increasing that future obligation to approximately \$1.4M. If the snow removal requirement is eliminated, we could reduce that \$1.4M future obligation by more than half, for two reasons. First, we would not need to expand to a fourth piece of equipment. Second, we could purchase mowers, instead of specialty sidewalk tractors, for a significantly lower cost. If we capped or even made some moderate reductions from the current workload it is possible we could see some reductions in capital equipment acquisition cost, but not realize the full savings we would see from eliminating the requirement entirely.

Labor Hours

Currently, clearing sidewalks can take between 16-48 labor hours. As the sidewalk network grows, so will this obligation. There may be a point where additional seasonal help is needed, or an additional full-time employee may be needed in DPW-Highway.

Options to Consider

The Public Works and Highway Committee and the Village Board, understanding the issues raised in this memo can make an informed decision on the current provision in Germantown code 8.02.

- Shift responsibility for all right-of-way sidewalk snow removal to the adjacent property owner.
- Maintain the current right-of-way sidewalk snow removal area and require snow removal of new sidewalk to be conducted by the adjacent property owner.
- Continue to maintain sidewalk in the right-of-way where it is situated in the adjacent property owners back yard. Transfer responsibility for sidewalk snow removal to the adjacent property owner where the sidewalk is adjacent to a side or front yard.
- Understanding the issue, make no changes.

ORDINANCE NO. ____-2025

AN ORDINANCE TO AMEND SECTION 8.02 OF THE GERMANTOWN MUNICIPAL
CODE RELATED TO RESPONSIBILITY FOR SNOW AND ICE REMOVAL ON
SIDEWALKS

WHEREAS, the Village Board previously adopted section 8.02 of the Germantown Municipal Code which adopted standards for sidewalk maintenance, including snow removal; and

WHEREAS, the Village Board desires to amend that section to align Germantown snow removal practices with neighboring communities, delineate Village of Germantown responsibility and adjacent property owner responsibility, and adopt a sidewalk winter maintenance map;

NOW, THEREFORE, the Village Board of the Village of Germantown, Wisconsin, do ordain as follows:

SECTION I

Section 8.02 of the Germantown Municipal Code is amended to read as follows (NOTE: added text is double underlined; Deleted text is ~~struck-through~~):

8.02 - SIDEWALK/PATHWAY CONSTRUCTION, REPAIR AND SNOW AND ICE REMOVAL.

(1) **INITIAL SIDEWALK/PATHWAY CONSTRUCTION.** See section 18.08(6) of this Code.

(2) **SIDEWALK/PATHWAY REPAIR AND REPLACEMENT.** The Director of Public Works is directed to inspect all Village sidewalks/pathways at least annually and if, in his judgment, any such sidewalks/pathways are in need of repair or replacement, he shall cause the same to be repaired or replaced at Village expense.

(3) **SIDEWALK SNOW AND ICE REMOVAL.** ~~The Director of Public Works is directed to remove the snow from all Village sidewalks as soon as convenient after Village streets are plowed.~~

(a) Allocation of Responsibilities. The Village Board may adopt a Sidewalk Snow and Ice Removal Map (“Maintenance Map”) by resolution which shall assign and allocate the responsibility for snow and ice removal between the Village and the adjacent property owner. Any such approved Maintenance Map is incorporated by reference as is fully set forth herein. The Director of Public Works shall recommend to the Village Board updates to the Maintenance Map to reflect growth of the sidewalk network or changes in responsibility. Updates to the Maintenance Map take effect upon Village Board adoption by resolution. The Maintenance Map shall be on file in the office of the Village Clerk and published on the Village’s website.

(b) Adjacent Property Owner Responsibility.

1. Except where the Maintenance Map assigns responsibility to the Village, the property owner of any property that is adjacent to a sidewalk shall remove snow and ice from such sidewalk. If a segment of sidewalk is not depicted on the Maintenance Map, the adjacent property owner shall be responsible for snow and ice removal.

2. The adjacent property owner may assign responsibility for winter maintenance to an occupant, tenant, contractor, or another person in control of the property. Such assignment shall be effective only as between the adjacent owner and the assignee. Enforcement of this code by the Village shall be against the owner.

3. For the purposes of this section, adjacent property owner shall mean the condominium association or homeowners association where a sidewalk is within an area subject to joint common ownership such as the common elements of a condominium or an outlot of a subdivision.

(c) Snow and Ice Removal Standards. The adjacent property owner shall remove snow and ice from the entire paved width of the sidewalk except that if the sidewalk is greater than 4 feet in width than a minimum of 4 feet shall be cleared. The adjacent property owner shall remove snow and ice from curb ramps and keep them free of edge ridges and windrows. Winter maintenance shall further comply with the following:

1. Time to Clear. Remove snow and ice within 24 hours after snowfall ceases.

2. Ice Treatment. When icy conditions exist, spread an appropriate deicer.

3. Windrows. Remove windrows created by plowing activity that obstruct a sidewalk and/or curb ramp adjacent to the property within 24 hours after snowfall ceases. If a windrow is created after the adjacent property owner completes snow removal as required in subd. 1, the windrow shall be removed within 12 hours of formation.

4. Corner Lots. Adjacent owners must clear the full width of both sidewalks and all curb ramps at the corner, including connecting pedestrian connections across driveway aprons.

5. Depositing Snow. No person shall deposit snow or ice onto any public street, sidewalk, curb ramp. Snow deposited within a terrace shall be done in a manner that does not obstruct pedestrian or vehicular traffic.

(c) Removal by Village. For those sidewalks designated as Village responsibility on the Maintenance Map, the Village will generally remove snow and ice to maintain a passable condition, prioritizing curb ramps and crosswalks. Snow removal on sidewalks will begin upon completion of snow removal from public streets, or the next business day if snow removal from streets ends after 2:00 p.m. Monday through Friday.

(d) No Removal Sidewalks. Any sidewalk designated as a no removal sidewalk on the Maintenance Map shall not be cleared by the Village or adjacent property owner.

(e) Enforcement; Abatement.

1. Inspection. The Director of Public Works may inspect sidewalks after the compliance deadline.

2. Notice. If not compliant, the Village may post or deliver a notice allowing 6 hours to cure the non-compliant condition.

3. Village Abatement; Costs. Upon failure to cure, the Village may remove snow/ice and charge the costs (labor, equipment, materials, administration) to the property owner pursuant to Wis. Stat. 66.0907(5). as a special charge or assessment against the property.

4. Emergency Abatement. If conditions pose an immediate hazard, the Village may abate without prior notice and assess costs.

5. Penalties. In addition to any costs charged against the property owner under subd. 3, violations of this section shall also be subject to a penalty under sec. 8.13.

(4) **DEFINITIONS.** For the purpose of this section, the following definitions shall be used:

(a) **Pathway.** A specific area designated for the movement of pedestrian or bicycle traffic which may be constructed of asphalt, concrete, permeable surfacing, stone or wood chips, and located in Village easements, parks or parkways.

(b) **Sidewalk.** A specific area designated for the movement of pedestrian or bicycle traffic, which is constructed of asphalt, concrete, or permeable surfacing, and is located within the right-of-way of Village streets.

(c) Curb ramp. Includes traditional curb ramps, detectable-warning areas and mid-block crossings.

(d) Windrow. Snow deposited by public or private plowing operations across a sidewalk, curb ramp or driveway crossing.

(e) Director of Public Works. The Director of Public Works, or their designee.

SECTION II

The terms and provisions of this ordinance are severable. Should any term or provision of this ordinance be found to be invalid by a court of competent jurisdiction, the remaining terms and provisions shall remain in full force and effect

SECTION III

All ordinances or parts of ordinances contravening the terms of this ordinance are hereby to that extent repealed.

SECTION IV

This ordinance shall take effect and be in full force on June 1, 2026 upon its passage and publication.

Adopted: _____

Robert A Soderberg, Village President

ATTEST:

Donna Ott, Village Clerk

Approved as to form:

Brian C. Sajdak, Village Attorney

Published: _____