

NOTICE
Village of Roberts
Plan Commission Meeting
Thursday, October 16, 2025 @ 6:00 PM
Agenda

The regularly scheduled Village of Roberts Plan Commission meeting will begin at 6:00 PM at the Roberts Village Hall located at 107 E Maple St, Roberts, WI.

Regular Plan Commission Agenda:

1. Call to order.
2. Proper notification.
3. Approval of minutes from September 18, 2025
4. Building permits issued and the Building Inspectors Report.
5. Discussion/recommendation for a Request for Variance for Daniel Plan at 103 W Graham St. He is looking to widen his driveway and add a detached garage.
6. Discussion/recommendation for the Deer Hills Final Plat approval for Phase 2a.
7. Discussion/recommendation for Growth Tracking for the WWTP and Water Systems.
8. Discussion/recommendation regarding the Street Capital Improvement Plan for 2028-2032.
9. Discussions/recommendation on the Special Assessment Ordinance 54-6 & 54-4.
10. Items for future agenda.
11. Adjourn

Megan Dull
Village Clerk

Items on the agenda may not be presented in this order. There may be a quorum of Village Board members present during the meeting. The agenda may change 24 hours before the meeting.

The Plan Commission meeting was called to order at 6:00 pm by President Kapaun.
The meeting was properly noticed.

Present: Patty Johnson, Brian Tremblay, James Dyer, Katy Kapaun, Steve Melby, Todd Radunzel, Jeff Ritchert

Guest: Gabby Lubich, Peter Tharp,

Approval of minutes from August 21, 2025

Patty Johnson should be in attendance for the meeting. Motion to approve the minutes with edits by Tremblay, seconded by Ritchert. Motion carried.

Building permits issued and the Building Inspectors Report.

No questions or concerns regarding this report.

Public Hearing: For the Annexation Request of Schlön -Tick Holdings (Shane McFadden/ECI) for the property located on 130th Avenue, Roberts was opened at 6:02 pm by Kapaun.

Call for public comments.

Tharp thinks that if we approve the annexation then ordinance 66.04 #3 - septic tanks prohibited then County Materials, US Minerals and Valdes Lawn are all in violation of this ordinance. There was a question regarding the future of the other land around this property but still in the Township and Kapaun said it is at the residents' request, usually not the village board if you want to annex your land into the Village. Kapaun said that the only thing is that water/sewer would be run in that area and other people could connect to this.

Motion to adjourn the Public Hearing at 6:05 pm by Johnson, seconded by Tremblay. Motion carried.

Discussion/action regarding the annexation request for Schlön-Tick Holdings (Shane McFadden/ECI).

Kapaun said that this request started in 2023, had public hearing to complete the annexation. The ordinance violation to approve this has already been approved by both the Plan Commission and Village Board. He is accurate that the Village has approved of this request. These are not done in the dark. The village is aware of this. When water/sewer go by the property they will be required to connect to this. Tremblay said the ordinance forces them to do it is also part of the developers. Motion to approve the annexation request for Schlön-Tick Holdings by Tremblay, seconded by Johnson. Motion carried.

Discussion/recommendation regarding updating the ATV/UTV ordinance to include golf carts and dirt bikes.

This was part of last month's agenda. New information was sent out. There are four changes that were noted to be added to the ordinance. Motion to recommend this to the board with the noted changed by Melby, seconded by Ritchert. Motion carried.

Discussion/action regarding the sidewalk ordinance and assessments for the Village of Roberts.

This was put on the agenda for an earnest discussion. There has been a lot of discussions in the community regarding sidewalks and the expense going back to the homeowners. This doesn't have to be done this way. Some municipalities handle it like we do; others absorb it. Some spit it from 2/3 to 1/3 for cost. The road/street expense is the village cost, but curb and gutter are the homeowner's cost.

Village of Roberts
Plan Commission Meeting
September 18, 2025

Sidewalk assessments are shared by both sides of the street for the sidewalk. Goodwin said the sidewalk is less for the homeowner and more for the residents. Homeowners still must maintain the property. Johnson asked if we could ask for the sidewalk on one side for new development. Johnson is in favor of sidewalks but also feels that if they are only on one side it is assessed to both sides of the street. If it is on the Village, it would be part of the project cost. Tremblay likes that other communities pay the cost instead of the homeowner. Johnson likes the idea of the sidewalk being at the curb which also helps us slow the traffic down. Johnson would like to see them changed. Motion to postpone this until a future meeting by Tremblay, seconded by Dyer. Motion carried.

Discussion/action on the Special Assessment Ordinance 54-6 & 54-4.

A portion of it could be classified as the homeowner's responsibility. Might be more curb appeal with curb and gutter. Motion to postpone until a future meeting to be able to look at other municipalities by Dyer, seconded by Ritchert. Motion carried.

Items for future agenda.

Zoning Board of Appeal application.

Motion to adjourn at 7:00 pm by Melby, seconded by Dyer. Motion carried.

Megan Dull
Village Clerk

	A	B	C	D	E
1	New Home Permit Tracking - 2025				
2	Date	Permit #	Owner Name	Address	Total Residential Units
3	12/31/2022	Total Issued in 2022	-	-	12
4	12/31/2023	Total Issued in 2023	-	-	98
5	12/31/2024	Total Issued in 2024			18
6					
7	2/18/2025	B-25-250072	Renova Homes	248 Dakota Ave	1
8	3/25/2025	B-25-250142	Vieregge Construction	249 Dakota Ave	1
9	3/27/2025	B-25-250161	T-Buck	623 Field Pt	1
10	3/27/2025	B-25-250160	T-Buck	621 Field Pt	1
11	4/21/2025	B-25-250279	Renova Homes	256 Dakota Ave	1
12	5/22/2025	B-25-250453	Renova Homes	231 Eagle Ridge Dr	1
13	6/26/2025	B-25-250595	T- Buck	613 Field Point St	1
14	6/26/2025	B-25-250596	T- Buck	615 Field Point St	1
15	6/26/2025	B-25-250598	T- Buck	617 Field Point St	1
16	6/1/2025	B-25-250597	T- Buck	619 Field Point St	1
17	7/3/2025	B-25-250626	Westview Con.	106 Newell St	1
18	7/9/2025	B-25-250653	T-Buck	603 S Division St	1
19	7/9/2025	B-25-250654	T-Buck	601 S. Division St	1
20	7/14/2025	B-25-250703	Renova Homes	241 Dakota Ave	1
21	7/14/2025	B-25-250699	Renova Homes	278 Eagle Ridge Dr	1
22	8/27/2025	B-25-250900	Pleasant Valley Properties	36 Frank St	1
23	8/27/2025	B-25-250899	Pleasant Valley Properties	47 Frank St	1
24					
25					
26					
27				Total Issued YTD	17
28				New for 2025	75
29				Carryover from 2024	75
30				Total Available in 2025	150
31					
32				Remaining for 2025	133
33					
34					
35					
36					
37					
38					
39					

VILLAGE OF ROBERTS

Date: 9/30/2025 10:05 AM

Permit & Inspection Report For The Month Ending: 9/30/2025

Page 1 of 1

RESIDENTIAL CONSTRUCTION**RESIDENTIAL RENOVATIONS**

OWNER / ADDRESS	DESCRIPTION/PERMIT #	EST VALUE
AUGE, ANDRES 301 DAKOTA AVE	RESIDENTIAL ADD/ALT B-25-251017	10,400
KAPAUN, KATRYN 405 S DIVISION STREET	ELECTRICAL - RESIDENTIAL B-25-251033	3,500
TOTAL RESIDENTIAL RENOVATIONS	# of PERMITS: 2	13,900
TOTAL ALL RESIDENTIAL CONSTRUCTION:	# of PERMITS: 2	13,900

OTHER PERMITS**OTHER BUILDING PERMITS**

OWNER / ADDRESS	DESCRIPTION/ PERMIT #	EST VALUE
MOXOM, ANDREW & KROGSENG, MARICA 409 DURANGO DR	FENCE F-25-250967	
SOMMERS, SAMUEL 104 W TOWER ST	FENCE F-25-250963	
TOTAL OTHER BUILDING PERMITS	# of PERMITS: 2	
TOTAL FOR ALL BUILDING PERMITS:	# of PERMITS: 4	13,900

CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	PERMIT #	TYPE	EST VALUE
9/8/2025	53 FRANK ST	B-24-240124	P	60,000

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	VALUE
ELECTRICAL - RESIDENTIAL	1	3,500
FENCE	2	
RESIDENTIAL ADD/ALT	1	10,400
TOTALS:	4	13,900

INSPECTIONS BY TYPE

PERMIT TYPES	# OF INSPECTIONS	RES	COM
BUILDING PERMIT	25	25	
TOTALS:	25	25	

Total # of Inspections:

REQUESTED VARIANCE INFORMATION

Written justification of the requested variance with reasons why the Applicant believes the proposed variance is appropriate. Before the Zoning Board of Appeals can grant a variance, they must find that the following criteria have been satisfied. Describe how your request meets the following criteria, as required by Section 70-327 Village Ordinance, a copy of which is attached.

What exceptional or extraordinary circumstances or special factors are present which apply only to the subject property? The response to this question shall clearly indicate how the subject property contains factors that are not present on other properties in the same zoning district.

We would like to widen our driveway
and add a detached garage.

Widening the driveway would allow for safer

Access to Graham Street. The garage is needed to
prevent paint damage on cars due to tree sap.

- The hardship or difficulty shall be peculiar to the subject property and different from that of other properties and not one that affects all properties similarly. Such a hardship or difficulty shall have arisen because of the unusual shape of the original acreage parcel; unusual topography or elevation; or because the property was created before the passage of the current, applicable zoning regulations, or will not accommodate a structure of reasonable design for a permitted use if all area, yard, green space, and setback requirements are observed;
- Loss of profit or pecuniary hardship shall not, in and of itself, be grounds for a variance;
- Self-imposed hardship shall not be grounds for a variance. Reductions resulting from the sale of portions of a property reducing the remainder of said property below buildable size or cutting-off existing access to a public right-of-way or deed restrictions imposed by the owner's predecessor in title are considered to be such self-imposed hardships;
- Violations by, or variances granted to, neighboring properties shall not justify a variance;

- The alleged hardship shall not be one that would have existed in the absence of a zoning ordinance. (For example, if a lot were unbuildable because of topography in the absence of any or all setback requirements.)

In what manner do the factors identified in 1., above, prohibit the development of the subject property in a manner similar to that of other properties under the same zoning district? The response to this question shall clearly indicate how the requested variance is essential to make the subject property developable so that property rights enjoyed by the owners of similar properties can be enjoyed by the owners of the subject property.

Current zoning limits external structures
to 185 square feet. We are looking to
build a garage for cars, (20 x 20 or 400 sq)

Would the granting of the proposed variance be of substantial detriment to adjacent properties? The response to this question shall clearly indicate how the proposed variance will have no substantial impact on adjacent properties.

This variance request would not be
a detriment to adjacent properties.

Would the granting of the proposed variance as depicted on the required site plan, result in a substantial or undue adverse impact on the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the intent, provisions, and policies of this Chapter, the Master Plan, or any other plan, program, map, or ordinance adopted or under consideration pursuant

to official notice by the City or other governmental agency having jurisdiction to guide growth and development? The response to this question shall clearly indicate how the proposed variance will have no substantial impact on such long-range planning matters.

There will be no adverse impact.

Have the factors causing the variance request been created by the act of the applicant or previous property owner or their agent (for example: previous development decisions such as building placement, floor plan, or orientation, lotting pattern, or grading) after the effective date of this Chapter. The response to this question shall clearly indicate that such factors existed prior to the effective date of this Chapter and were not created by action of the Applicant, a previous property owner, or their agent.

The request is not due to the previous owner

Verification by applicant: I, Daniel Plan, owner for which relief is sought, certify that the application and the above information is truthful and accurate to the best of my ability. My signature on this application grants permission for Village Officials to access the site of the requested variance for the sole purpose of obtaining information relevant to the variance request.

Applicant Signature [Signature] Date 8/15/2025

Applicant Signature _____ Date _____

Consideration for Approval: Granted _____ Denied _____
Date _____
Chairman, Village of Roberts Zoning Board of Appeals

651-353-4036
103 W Graham St.

VILLAS OF DEER HILLS FIRST ADDITION

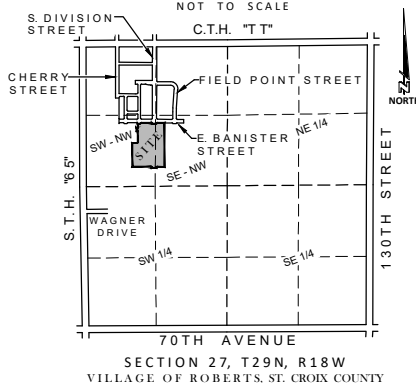
LOCATED IN PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 27, TOWNSHIP 29 NORTH, RANGE 18 WEST, VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN.

LEGEND

- FOUND COUNTY SECTION CORNER MONUMENT, AS NOTED
- FOUND 1 - 1/4 INCH OUTSIDE DIAMETER IRON BAR
- SET 1-1/4 INCH DIAMETER X 18 INCH LONG IRON BAR, WEIGHING 4.17 LBS./LINEAR FOOT
- 10 FOOT WIDE UTILITY EASEMENT WHICH LIES PARALLEL WITH AND ADJACENT TO ALL PUBLIC ROADS, UNLESS OTHERWISE SHOWN
- DRAINAGE EASEMENT DEDICATED TO THE PUBLIC
- DRAINAGE & UTILITY EASEMENT DEDICATED TO THE PUBLIC

NOTE: ALL OTHER LOT CORNERS MONUMENTED WITH 1 INCH OUTSIDE DIAMETER BY 18 INCH LONG IRON PIPE, WEIGHING 1.13 LBS. PER LINEAR FOOT

VICINITY MAP



NORTH
THE NORTH LINE NW 1/4 SECTION 27
BEARS S89°42'47\"/>

SCALE: 1 INCH = 50 FEET
50 25 0 50
VERTICAL DATUM: NAVD. 88

LOT AREA AND LOWEST BUILDING OPENING (L.B.O.) ELEVATION TABLE		
LOT NUMBER	AREA SQ.FT.	L.B.O.
107	11,352	1011.30
108	7,500	1011.30
109	7,500	1010.90
110	7,500	1010.90
111	7,500	1009.90
112	7,500	1009.90
113	7,500	1009.40
114	7,500	1009.40
115	7,500	1008.90
116	7,500	1008.90
117	7,500	1008.40
118	7,500	1008.40
119	7,500	1008.20
120	11,352	1008.20
121	9,084	1008.20
122	6,008	1008.20
123	6,008	1008.60
124	6,008	1008.60
125	6,008	1009.10
126	6,008	1009.10
127	6,008	1009.60
128	6,008	1009.60
129	6,008	1010.10
130	6,008	1010.10
131	6,008	1011.10
132	6,008	1011.10
133	6,008	1011.10
134	9,084	1011.10

LOT AREA AND LOWEST BUILDING OPENING (L.B.O.) ELEVATION TABLE		
LOT NUMBER	AREA SQ.FT.	L.B.O.
135	4,994	1011.10
136	2,475	1011.10
137	2,475	1011.10
138	2,475	1011.10
139	2,475	1011.10
140	2,475	1011.10
141	2,475	1011.10
142	3,713	1011.10
143	3,713	1010.10
144	2,475	1010.10
145	2,475	1010.10
146	2,475	1010.10
147	2,475	1010.10
148	2,475	1010.10
149	2,475	1010.10
150	2,475	1010.10
151	2,475	1010.10
152	3,712	1010.10
153	3,712	1008.60
154	2,475	1008.60
155	2,475	1008.60
156	2,475	1008.60
157	2,475	1008.60
158	2,475	1008.60
159	2,475	1008.60
160	4,994	1008.60
161	5,088	1009.00
162	2,529	1009.00
163	2,529	1009.00
164	2,529	1009.00
165	2,529	1009.00
166	3,779	1009.00
167	3,779	1009.60
168	2,529	1009.60
169	2,529	1009.60
170	2,529	1009.60
171	2,529	1009.60
172	5,143	1009.60



OWNER:
DEER HILLS, LLC
634 COMMERCE DRIVE STE. B
HUDSON, WI 54016

SURVEYOR:
DOUG ZAHLER
AUTH CONSULTING ASSOCIATES
2920 ENLOE STREET STE. 101
HUDSON, WI 54016

CURVE DATA TABLE						
NUMBER	RADIUS LENGTH	CENTRAL ANGLE	CHORD BEARING	CHORD LENGTH	ARC LENGTH	TANGENT IN
C1	15.00'	90°00'00"	S45°11'38"W	21.21'	23.56'	N89°48'22"W
C2	15.00'	90°00'00"	N44°48'22"W	21.21'	23.56'	N0°11'38"E
C3	16.00'	90°00'00"	N44°48'22"W	22.63'	25.13'	N0°11'38"E
C4	16.00'	90°00'00"	N45°11'38"E	22.63'	25.13'	S89°48'22"E
C5	16.00'	90°00'00"	N45°11'38"E	22.63'	25.13'	N0°11'38"E
C6	15.00'	90°00'00"	S44°48'22"E	21.21'	23.56'	S89°48'22"E
C7	15.00'	90°00'00"	N45°11'38"E	21.21'	23.56'	N0°11'38"E
C8	15.00'	90°00'00"	N44°48'22"W	21.21'	23.56'	N89°48'22"W
C9	15.00'	90°00'00"	S45°11'38"W	21.21'	23.56'	S0°11'38"W
C10	16.00'	90°00'00"	N44°48'22"W	22.63'	25.13'	N89°48'22"W
C11	16.00'	90°00'00"	S45°11'38"W	22.63'	25.13'	S0°11'38"W

Office of the Register of Deeds

County, Wisconsin
Received for Record _____, 2024
at _____ o'clock _____ M as Document No. _____
in _____
Register of Deeds

UNPLATTED LANDS

SOUTH DIVISION STREET

UNPLATTED LANDS



CORPORATE OFFICE
406 Technology Drive East
Suite A
Menomonie, WI 54751
Tel 715-232-8490
Fax 715-232-8492
men@authconsulting.com

BRANCH OFFICE
2920 Enloe Street
Suite 101
Hudson, WI 54016
Tel 715-381-5277
Fax 715-381-5338
hudson@authconsulting.com



DRAWN BY: JLV
CHECKED BY: DJZ
DATE: 9/29/25
DWG FILE: 5309-004 FFlat
REF FILE:
JOB NUMBER: 5309-004

REVISION DESCRIPTION: NAME: DATE:

PROJECT:
VILLAS OF DEER HILLS FIRST ADDITION
DEER HILLS, LLC
SEC. 27, T29N, R18W, VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN

FINAL PLAT

Auth-Consulting/associates

S&N Land Surveying

SHEET 1 OF 2

LOCATED IN PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER AND PART OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER
OF SECTION 27, TOWNSHIP 29 NORTH, RANGE 18 WEST, VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN.

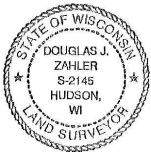
I, Douglas J. Zahler, Professional Wisconsin Land Surveyor, hereby certify: That under the direction of Deer Hills, LLC, owner of said land; and in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Village of Roberts, I have surveyed, divided and mapped the plat of VILLAS OF DEER HILLS FIRST ADDITION; that such plat correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this plat is located in part of the Southwest Quarter of the Northwest Quarter and part of the Southeast Quarter of the Northwest Quarter of Section 27, Township 29 North, Range 18 West, Village of Roberts, St. Croix County, Wisconsin; described as follows:

Containing 10.423 acres of land.

Subject to all easements, restrictions and covenants of record.

Dated this 29th day of September, 2025.

Douglas J. Zahler
Douglas J. Zahler
Auth Consulting & Associates
2920 Enloe Street, Suite 101
Hudson, WI 54016
715-386-2007



Deer Hills, LLC, a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

Deer Hills, LLC, does further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection: Village of Roberts, St. Croix County Community Development and the Wisconsin Department of Administration.

IN WITNESS WHEREOF, the said Deer Hills, LLC has caused these presents to be signed by Trevor Bruce, Member, this ____ day of _____ 2025.

In the presence of:

Deer Hills, LLC

Trevor Bruce
Member

STATE OF _____)
COUNTY OF _____) SS

Personally came before me this ____ day of _____, 2025,
Trevor Bruce, member of the above named limited liability company, to me
known to be the person who executed the foregoing instrument, and to me
known to be such member of said limited liability company, and
acknowledged that he executed the foregoing instrument as such member as
the deed of said limited liability company, by its authority.

Notary Public
My commission expires _____

Resolved, that the plat of VILLAS OF DEER HILLS FIRST ADDITION, in the Village of Roberts, Deer Hills, LLC, owner, is hereby approved by the Village Board.

Katy Kapun
Village President

I hereby certify that the foregoing is a copy of a resolution adopted by the Village Board of the Village of Roberts.

Village Clerk/Treasurer Megan Dull	Date
---------------------------------------	------

STATE OF WISCONSIN)
COUNTY OF ST. CROIX) SS

I, Megan Dull, being the duly appointed, qualified and acting treasurer of the Village of Roberts, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or special assessments as of _____, on any land included in the plat of VILLAS OF DEER HILLS FIRST ADDITION.

Village Clerk/Treasurer Megan Dull	Date
---------------------------------------	------

STATE OF WISCONSIN)
COUNTY OF ST. CROIX) SS

I, Denise Anderson, being the duly elected, qualified and acting treasurer of St. Croix County, do hereby certify that the records in my office show no unredeemed tax sales and no unpaid taxes or special assessments as of _____ affecting the land included in the plat of VILLAS OF DEER HILLS FIRST ADDITION.

Denise Anderson
County Treasurer

Date _____

PROJECT:	VILLAS OF DEER HILLS FIRST ADDITION		SHEET NO.	2 OF 2
	DEER HILLS, LLC			
	SEC. 27, T29N, R18W, VILLAGE OF ROBERTS, ST. CROIX COUNTY, WISCONSIN			
	FINAL PLAT			



CORPORATE OFFICE
406 Technology Drive East
Suite A
Menomonee, WI 54751
Tel 715-232-8480
Fax 715-232-8482
aas@auctconsulting.com

BRANCH OFFICE
2820 Babie Street
Suite 101
Hudson, WI 54016
Tel 715-381-5277
Fax 715-381-5389
hudson@auctconsulting.com



Auth•Consulting/associates
S&N Land Surveying

DRAWN BY: JLV	CHECKED BY: DJZ	DATE: 09/29/25	
DWG FILE: 5309-004 FPlat			
REF FILE:			
JOB NUMBER: 5309-004			REVISION DESCRIPTION:
			NAME:
			DATE:

MEMORANDUM

To: Roberts Plan Commission / Board

From: Angi Goodwin

Date: October 16, 2025

Project No: 23-0737.25

Re: Growth Tracking and WWTP and Water System Impacts – update through Aug 2025

Growth Policy

75 residential units per year (policy)
5,000 gpd commercial/industrial per year (estimate)

Residential Permit History

	Carried Over	Per Policy	Available	Issued	Remaining	Carried Over
2021 residential permits	NA	NA	NA	37	NA	NA
2022 residential permits	NA	100	100	12	88	88
2023 residential permits	88	75	163	98	65	65
2024 residential permits	65	75	140	18	122	75
2025 residential permits	75	75	150			

Residential 2025 Tracking

Total Available	150	REU Permits	
Issued	17	REU Permits	Thru Aug 2025
Issued But Not Occupied	14	REU Permits	Thru Aug 2025
Remaining Available	133	REU Permits	Thru Aug 2025
Platted No Permit - Deer Hills	148	REU's	Ph 1 & 2
Platted No Permit - RM	12	REU's	Approximate
Platted No Permit - MH Park	21	REU's	Approximate
Platted No Permit - Other	36	REU's	Approximate
Platted No Permit - Total	217	REU's	Approximate

Commercial/Industrial Permit History and Tracking

2021 commercial/industrial permits – 0
2022 commercial/industrial permits – 0
2023 commercial/industrial permits – 2,750 gpd (Kwik Trip, SCC)
2024 commercial/industrial permits – 300 gpd (Interpress Ph. 1)
2025 to date – 0

Future			
County Mtls (domestic)	660	gpd	2027
VT&E Services	320+truck wash?	gpd	2027
Black Diamond	300	gpd	2027
Schlön Tic	?	gpd	2027
Interpress Expansion	1620	gpd	?
River States Trucking	900	gpd	?

Wastewater Treatment Plant (WWTP)

WWTP - Current Flow

	WWTP Meter gal/day	Change gal/day	WW @75 REU + C, I
2021 Average Flow	103,200		
2022 Average Flow	102,800	-400	13,300
2023 Average Flow	107,300	4,500	13,300
2024 Average Flow	120,700	13,400	13,300
Aug 24-Aug 25 Average Flow	124,300	3,600	13,300

41 gallons per day per person
2.7 people per unit (billing and ww flow info)

WWTP - Existing and Future Capacity

Clearas – 150,000 gpd
SBR – 300,000 gpd

Clearas Additional Tubes Future – 180,000 gpd
Clearas Expansion Future – 330,000 gpd
SBR Expansion Future – 465,000 gpd

WWTP Evaluation – End of August 2025

	Dec 2023 gpd	Sept 2025 gpd	Clearas (Existing)	Clearas (Addl Tubes)	Clearas (Addl GH)	SBR
2021 Average	103,200	103,200	69%			34%
2022 Average	102,800	102,800	69%			34%
2023 Average	107,500	107,300	72%			36%
2024 Average	120,800	120,700	80%			40%
2025 Year End - Projected	134,100	128,400	86%			43%
2026 Year End - Projected	147,400	141,700	94%	79%		47%
2027 Year End - Projected	160,700	155,000	103%	86%		52%
2028 Year End - Projected	174,000	168,300		94%	51%	56%
2029 Year End - Projected	187,300	181,600		101%	55%	61%
2030 Year End - Projected	200,600	194,900			59%	65%
2031 Year End - Projected	213,900	208,200			63%	69%
2032 Year End - Projected	227,200	221,500			67%	74%
2033 Year End - Projected	240,500	234,800			71%	78%
2034 Year End - Projected	253,800	248,100			75%	83%
2035 Year End - Projected	267,100	261,400			79%	87%
Note: Percentages based on 2025 End of August Data						

Water System

Water - Current Use

	@ Wells gal/day	Change gal/day	Water Use @ 75 REU + C, I
2021 Average Flow	133,600		
2022 Average Flow	127,100	-6,500	15,100
2023 Average Flow	137,000	9,900	15,100
2024 Average Flow	130,600	-6,400	15,100
Aug 24-Aug 25 Average Flow	141,300	10,700	15,100

50 gallons per day per person
2.7 people per unit (billing and well reports)

Water System - Existing and Future Infrastructure

Well #1 – 600 gpm
Well #2 – 280 gpm
Water Tower – 250,000 gallons

Well #3 Future (in service 2027) – 625 gpm
Water Tower #2 Future (in service 2027) – 400,000 gallons

Well (Demand) Evaluation – End of August 2025

	End Nov 2023 gpm	End Aug 2025 gpm	Exg Wells (280 gpm Reliable)	Addl 625 gpm Well (905 gpm Reliable)
2023 Maximum Day Demand (2x Average Day)	190	190	68%	21%
2024 Maximum Day Demand (2x Average Day)	210	180	64%	20%
2025 Year End - Maximum Day Demand - Projection	240	210	75%	23%
2026 Year End - Maximum Day Demand - Projection	260	230	82%	25%
2027 Year End - Maximum Day Demand - Projection	280	250	89%	28%
2028 Year End - Maximum Day Demand - Projection	300	270	96%	30%
2029 Year End - Maximum Day Demand - Projection	320	290	104%	32%
2030 Year End - Maximum Day Demand - Projection	340	310		34%
2031 Year End - Maximum Day Demand - Projection	360	330		36%
2032 Year End - Maximum Day Demand - Projection	380	350		39%
2033 Year End - Maximum Day Demand - Projection	380	370		41%
2034 Year End - Maximum Day Demand - Projection	380	390		43%
2035 Year End - Maximum Day Demand - Projection	380	410		45%

Water Tower (Storage/Fire Flow) Evaluation – End of August 2025

	End of Nov 2023 gallons	End of Dec 2025 gallons	Exg Wells + Exg 250,000g Tower	Additional 625 gpm Well	Addl 625 gpm Well + Addl 400,000g Tower
Storage Recommendation	482,000	489,000	196%		
Storage Recommendation - w/ Addl Well and Tower	410,000	428,000		171%	66%
2025 Year End - Storage Recommendation	444,000	428,000			66%
2026 Year End - Storage Recommendation	455,000	439,000			68%
2027 Year End - Storage Recommendation	466,000	449,000			69%
2028 Year End - Storage Recommendation	478,000	460,000			71%
2029 Year End - Storage Recommendation	489,000	471,000			72%
2030 Year End - Storage Recommendation	500,000	482,000			74%
2031 Year End - Storage Recommendation	512,000	493,000			76%
2032 Year End - Storage Recommendation	523,000	503,000			77%
2033 Year End - Storage Recommendation	535,000	514,000			79%
2034 Year End - Storage Recommendation	546,000	525,000			81%
2035 Year End - Storage Recommendation	557,000	536,000			82%

MEMORANDUM

To: Village of Roberts

From: Josue Gonzalez

Date: October 16, 2025 Meeting

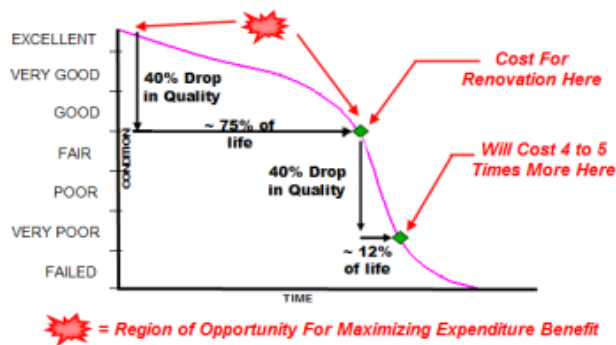
Project No.: 23-0737.25

Re: Streets Capital Improvement Plan 2028-2032

Streets CIP 2028-2032

Ayres reviewed street conditions, DOT Paser ratings and known utility needs. For cost effective maintenance and reconstruction, the pavement condition life cycle (from DOT WISLR manual) is considered:

Typical Pavement Condition Life Cycle



Paser ratings indicate:

Quality	Rating	Treatment (Asphalt)	Treatment (PCC)
Excellent	9-10	No maintenance required	No maintenance required
Good	7-8	Crack sealing and minor patching	Routine maintenance
Fair	5-6	Preservation treatments (non-structural)	Surface repairs, partial-depth patching
Poor	3-4	Structural renewal (overlay)	Extensive slab or joint rehabilitation
Failed	1-2	Reconstruction	Reconstruction

The following 5-year Capital Improvement Plan is recommended. More details are on page 3.

Year	Street	Paser Rating	Project Type	Probable Cost	Water Cost	Sanitary Cost	Storm Cost	Street Cost	Funding
2028	Main Street	5	Full Reconstruct (SAN, WTR, STM)	\$1,378,895	\$283,065	\$220,430	\$123,660	\$751,740	Grant?
2028	TOTAL PROJECT			\$1,378,895					
2029	Packer Dr	5	Surface Mill and Overlay	\$443,000				\$443,000	Loan
2029	Grupe St	4	Surface Mill and Overlay	\$84,000				\$84,000	Loan
2029	TOTAL PROJECT			\$527,000					
2030	S. Division	4	Full Reconstruct (SAN, WTR, STM)	\$2,344,895	\$538,300	\$339,490	\$293,920	\$1,173,185	Grant?
2030	TOTAL PROJECT			\$2,344,895					
2031	Jennifer Rae Jct N	4	Surface Mill and Overlay	\$157,000				\$157,000	Loan
2031	Sarah Anne Ave	4	Surface Mill and Overlay	\$121,000				\$121,000	Loan
2031	Jennifer Rae Jct S	4	Surface Mill and Overlay	\$171,000				\$171,000	Loan
2031	TOTAL PROJECT			\$449,000					
2032	N. Division (up to Tower St.)	4	Full Reconstruct (SAN, WTR, STM)	\$1,353,835	\$303,500	\$229,720	\$106,380	\$714,235	Grant?
2032	N. Division (up to N Meadow Ln.)	4	Full Reconstruct (SAN, WTR, STM)	\$1,286,365	\$244,000	\$30,600	\$193,935	\$817,830	Grant?
2032	TOTAL PROJECT			\$2,640,200					

2028 Streets Project (Main Street)

The 2028 project includes full depth pavement replacement for downtown from Locust St to S Division St., and concrete or heavy duty asphalt should be considered. More grant opportunities are anticipated for the downtown portion of work.

RECOMMENDATION

Recommend approval of Streets CIP 2028-2032.

STREETS CAPITAL IMPROVEMENT PLAN 2028-2032
VILLAGE OF ROBERTS, WISCONSIN

Year	Street	Paser Rating	Project Type	Probable Cost	Water Cost	Sanitary Cost	Storm Cost	Street Cost	Funding	Comments
2028	Main Street	5	Full Reconstruct (SAN, WTR, STM)	\$1,378,895	\$283,065	\$220,430	\$123,660	\$751,740	Grant?	W Blvd to Division, 5" pvmt (heavy duty), reference Hayward Main Street for angled parking
2028	TOTAL PROJECT			\$1,378,895						
2029	Packer Dr	5	Surface Mill and Overlay	\$443,000				\$443,000	Loan	whole street - 130th to hwy 12 + 100' of curb replacement patching
2029	Grupe St	4	Surface Mill and Overlay	\$84,000				\$84,000	Loan	only old section
2029	TOTAL PROJECT			\$527,000						
2030	S. Division	4	Full Reconstruct (SAN, WTR, STM)	\$2,344,895	\$538,300	\$339,490	\$293,920	\$1,173,185	Grant?	Graham to railroad - consider sidewalk on one side, 5" pvmt
2030	TOTAL PROJECT			\$2,344,895						
2031	Jennifer Rae Jct N	4	Surface Mill and Overlay	\$157,000				\$157,000	Loan	outer loop + 100' of curb replacement patching
2031	Sarah Anne Ave	4	Surface Mill and Overlay	\$121,000				\$121,000	Loan	outer loop
2031	Jennifer Rae Jct S	4	Surface Mill and Overlay	\$171,000				\$171,000	Loan	outer loop
2031	TOTAL PROJECT			\$449,000						
2032	N. Division (up to Tower St.)	4	Full Reconstruct (SAN, WTR, STM)	\$1,353,835	\$303,500	\$229,720	\$106,380	\$714,235	Grant?	Railroad to tower, add sidewalk one side (narrow road), 5" pvmt (heavy duty)
2032	N. Division (up to N Meadow Ln.)	4	Full Reconstruct (SAN, WTR, STM)	\$1,286,365	\$244,000	\$30,600	\$193,935	\$817,830	Grant?	Tower to Meadow - add sidewalk one side (narrow road), 5" pvmt (heavy duty)
2032	TOTAL PROJECT			\$2,640,200						

Sec. 54-4. Sidewalk construction and repair.

- (a) *Responsibility for construction and repair.* It shall be the duty of the abutting owner to build, repair, construct and perpetually maintain sidewalks along or upon any street, alley or highway in the village and to pay entire cost thereof. Corner lots will be assessed 50 percent of each side of frontage. Whenever the village board shall by resolution determine that a sidewalk be laid, rebuilt, repaired, lowered or raised along or upon any public street, alley or highway within the village, it shall proceed according to Wis. Stats. § 66.0907.
- (b) *Permit required.* No person shall hereafter lay, remove, replace or repair any public sidewalk within the village unless he is under contract with the village to do such work or has obtained a permit therefor from the director of public works at least seven days before work is proposed to be undertaken. No fee shall be charged for such permits.
- (c) *Specifications.* All sidewalks within the village shall be repaired, rebuilt and constructed in accordance with the following specifications:
 - (1) *Subgrade.* The subgrade shall be prepared by excavating to the line, grade and cross section as established by the village board. Soft and unsuitable material shall be removed and replaced with sand or other satisfactory material, and the subgrade shall be thoroughly and uniformly compacted and moistened immediately before the concrete is placed. When so specified by the director of public works a sub-base of sand, sand and gravel or other approved porous material shall be placed under the sidewalk. On embankments the subgrade shall extend to at least one foot beyond each edge of the sidewalk.
 - (2) *Material.* All sidewalks shall be of air entrained concrete composed of six bags per cubic yard of one course construction, and built to the established line and grade. Gravel shall be of good quality and washed. Concrete shall be mixed thoroughly for a minimum of one minute after all materials have been placed in the mixer.
 - (3) *Forms.* Concrete shall be placed in straight forms of wood or metal of sufficient strength to resist springing, tipping or other displacement during the process of depositing and consolidating the concrete. Wood forms shall be surfaced plank of at least two inches thickness except for sharply curved sections. Metal forms shall be of approved section. The forms shall be of full depth of the required walk and shall be of such design as to permit secure fastening. Forms shall be thoroughly cleaned and oiled before the concrete is placed against them. Concrete shall be placed in the forms on a moist subgrade, deposited just above the finished grade and consolidated and spaded sufficiently to bring the mortar to the surface and to prevent honeycombing. It shall then be struck off level with the top of the forms and finished with wooden flats. To provide adequate drainage, the sidewalk shall slope toward the curb at a minimum rate of one-fourth inch per foot of width of sidewalk. All joints and edges shall be finished with a one-fourth inch radius edging tool.
 - (4) *Width and thickness.* Residential walks shall be five feet in width and not less than four inches thick, except within driveway approaches, where the minimum thickness shall be six inches; provided that walks in residential areas may be repaired or replaced to a width not less than the existing width on the effective date of the ordinance from which this section is derived. Sidewalks in front of commercial or industrial establishments shall be not less than eight feet in width and five inches in thickness except within driveway approaches where the minimum thickness shall be seven inches.
 - (5) *Finishing.* Before the last finish has set, the sidewalk shall be steel troweled and brushed in transverse direction. Before final finishing, the surface shall be checked with a ten-foot straight edge and any areas departing more than one-eighth inch from the testing edge shall be corrected by adding or removing concrete while the concrete in the walk is still plastic.

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- (6) *Jointing.* Transverse, full depth, one-half-inch thick expansion joints of pre-molded expansion material shall be located every 40 feet and at the property line, and where the walk intersects another walk, curbline, building or driveway approach, and at buildings, walls, poles and stop boxes. The expansion joint material shall be placed in a neat and workmanlike manner with its upper edge slightly below the finished sidewalk surface. Dummy groove joints for controlled cracking, at least one inch in thickness and 5/16 inch in depth, shall be placed at intervals of approximately five feet. Steel division plates shall be placed at right angles to the centerline of the sidewalk at intervals of not less than 15 feet. All joints shall be at right angles to the direction and grade of the walk. Diagonal joints may be used only when approved by the director of public works.
- (7) *Curing and drying.* As soon as any of the concrete work has been finished and hardened sufficiently to prevent excessive marring of the surface, it shall be cured and protected against rapid drying. Failure to comply with this requirement shall be deemed sufficient cause for suspension of the work. Curing shall be accomplished by the "impervious coating," "wet fabric" or "paper" methods. For impervious coating or membrane curing, only those materials meeting requirements of ASTM Specs. C156-44-T, "Method of Test for Efficiency of Materials for Curing Concrete," shall be used. Such specifications are adopted by reference as if fully set forth herein. Walks shall be kept free from all traffic at normal temperatures for 48 hours and in cold weather (below 50 degrees Fahrenheit) for 96 hours. No concrete shall be poured when the temperature may be expected to fall below 36 degrees Fahrenheit in any 72-hour period or upon frozen subgrade.

(Code 1980, § 8.02; Ord. of 4-11-1994)

Sec. 54-6. Curb and gutter.

- (a) *Construction by individual property owners prohibited.* The construction of curb and gutter by individual property owners shall be prohibited in the village.
- (b) *Minimum installation.* Installation of curb and gutter shall be made on a complete block basis only.
- (c) *Petition for construction.* Action for construction of curb and gutter shall be initiated by the village board or by a petition in writing signed by the owners of at least 51 percent of the front footage in any particular block which does not yet have such improvements.
- (d) *Bids.* The village, by published notice, may annually receive bids for curb and gutter. Such bids shall be based on the standard types of specifications that shall be adopted by the village by resolution from time-to-time. A copy of such style, type and specification shall be on file with the clerk-treasurer at all times for inspection.
- (e) *Hearing.* After bids have been received, a hearing shall be held, upon notice, at which persons interested may appear before the village board and be heard concerning the proposed construction. After the said hearing, the village board may approve, disapprove or modify the proposed installation.
- (f) *Lines and grades.* All curb and gutter shall be constructed to the lines and grades established by the village.
- (g) *Cost to property owners and village; assessments.* Property owners shall be assessed on the basis of cost by the annual bids plus the costs of engineering. The village shall, from the general fund, absorb the costs of those portions of curb and gutter which are in the street at intersections. The cost of cul-de-sacs shall be assessed to the property owners on the basis of extending the property lines to intersect the curb and gutter, and payment shall be made on the cord distance between these intersected points. Such assessments shall be subject to equitable adjustment by the village board upon request of the property owner. Payment for assessments shall be due after the proposed installation. If the property owner so chooses, the assessment may be divided into five equal annual installments payable with the real estate taxes as follows:

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- (1) One-fifth of such assessment shall be paid at the first annual date for payment of real estate taxes, with no interest chargeable on the portion paid.
 - (2) One-fifth of such assessment shall be paid at the second annual date for payment of real estate taxes, with interest chargeable at the rate set by the board from time-to-time per annum on the unpaid principal, computed from the date of first installment payment.
 - (3) One-fifth of such assessment shall be paid at the third annual date for payment of real estate taxes, with interest chargeable at the rate set by the board from time-to-time on the unpaid principal, computed from date of first installment payment.
 - (4) One-fifth of such assessment shall be paid at the fourth annual date for payment of real estate taxes, with interest chargeable at the rate set by the board from time-to-time per annum on the unpaid principal, computed from date of first installment payment.
 - (5) If the entire assessment is paid within the period set aside for the first annual date for payment of real estate taxes, no interest shall be charged. If the entire assessment has been paid at the second annual date for payment of real estate taxes, interest shall be computed from date of first installment payment only.
- (h) *Costs for repairs or replacements.* Where curb and gutter is existing which, in the opinion of the village board, should be replaced, the property owners shall pay such portion of the replacement costs as the village board shall determine. Such assessments may be spread over a three-year period with payments and interest as provided for in subsection (g) of this section.

(Code 1980, § 8.08)