



# Wood County WISCONSIN

OFFICE OF PLANNING  
AND ZONING

November 16, 2010

Mr. Greg Searle  
Wisconsin Dept of Natural Resources  
101 S Webster St WT/3  
Madison WI 53703

RE: Revised Grant Application  
Wisconsin Rapids Area Water Quality Management Plan Update  
Grant Period January 1, 2011 – December 31, 2011

Dear Mr. Searle:

Please accept the enclosed revised scope and timeline in application for a DNR Grant to update the Wisconsin Rapids Area Water Quality Management Plan ("Plan"). Wood County is requesting \$17,250. The grant period has been revised to begin from January 1, 2011, with a completion date of December 31, 2011. A proposed timeline of each project task is also enclosed.

If you have any questions after reviewing the scope, budget and timeline, please contact me at 715-421-8568 or by email at [gpopelka@co.wood.wi.us](mailto:gpopelka@co.wood.wi.us).

Sincerely,

Gary Popelka, AICP  
Director  
Wood County Planning & Zoning

Encl.



Revised Grant Application  
Wisconsin Rapids Area Water Quality Management Plan Update  
Grant Period January 1, 2011 – December 31, 2011

Scope

The scope of the update includes a comprehensive review of WQM planning guidelines and requirements to develop a new plan to the year 2035 and:

1. Consider the Policy Committee operating procedures to assure a fair representation with regard to development of policies, goals and objectives and to assure consistent application of the plan recommendations and amendment procedures.
2. Review/update the five goals and several objectives/policies that were developed in 1985 specifically for this planning area.
3. Assure consistency of this plan with the comprehensive plans of participating communities and Wood County. Each of the participating communities has adopted a comprehensive plan pursuant to Ch. 66.1001, Wis. Stats.
4. Redefine the planning area according to current and projected population densities. Projection methodologies have been refined by the Wisconsin Department of Administration and expectations of the area for future population and housing densities have changed since 1985. As we've done with our comprehensive plan, this plan will incorporate population data and projections that are created by the Department of Administration.
5. Inventory existing treatment facilities, planned additions to average daily load, and any plans for plant expansions or upgrades to determine existing and planned capacity of those facilities to handle additional population growth, including industrial and commercial wastes. Impacts on the Wisconsin Rapids plant that have been analyzed already include a planned business/industrial park in Biron, expansion of commercial and industrial development in the Wisconsin Rapids Commerce Center and Woodlands Business Park area, and the addition of the Village of Rudolph.
6. Analyze the planning area's natural resources and environmental conditions, including endangered species, using information and technology that was not available in 1985. GIS technology has been used to map the area's environmental constraints to development, such as wetlands, steep slopes, high groundwater and shallow bedrock. New FEMA flood hazard maps were issued recently, changing the area's floodplains. This proposal will review how current practice defines environmentally sensitive areas. Current standards will be incorporated into the water quality management plan to assure compliance and consistency with DNR standards.
7. Delineate the future sewer service area within the planning area to more accurately reflect realistic service boundaries based on information and experience gained since the original plan was drafted in the mid 1980s.
8. Review and refine the institutional structure and plan implementation procedures so it is better understood by all stakeholders. Along with this task, a procedure will be developed to monitor activities and changes in sewer service within the service boundary. GIS mapping of all locations reviewed will provide an accurate picture to Policy Committee members and local officials of how this plan is implemented. This will also provide an easy to follow guide as to where new sewer extensions are occurring and where new structures requiring review are located.



**Policy Committee**

The Policy Committee will include the chief elected official or his/her designee from the following municipalities:

- City of Wisconsin Rapids
- Village of Biron
- Village of Rudolph
- Town of Grand Rapids
- Town of Rudolph
- Town of Seneca
- Town of Sigel
- Town of Grant

The Policy Committee will establish rules under which they will operate. They will make the final decision on major components of the plan, including, but not limited to, planning area boundaries and sewer service area boundaries. These individuals will be responsible to report back to their municipal governing bodies about the plan. They will, as a group, recommend adoption of the final plan to the plan participating governing bodies.

**Technical Advisory Committee**

Wood County will provide the project planner for this proposal. Additional county staff will also participate, as will municipal planning and engineering staff and, where staff is not available, chief elected officials (or their designee). Actual drafting of the plan will be the responsibility of the Wood County Planning & Zoning Office. The Planning & Zoning Director will serve as Project Planner. It is anticipated that the DNR will also have a staff member who will help guide the process and provide input on the plan as drafts are completed.

<b><u>Technical Advisory Committee:</u></b>	
Gary Popelka, AICP – Project Planner Director Wood County Planning & Zoning Office	David Laspa City Engineer City of Wisconsin Rapids
Jason Grueneberg Planner/Land Records Coordinator Wood County Planning & Zoning Office	Adam Tegen Director of Planning & Econ. Dev. City of Wisconsin Rapids
Justin Conner GIS Specialist Wood County Planning & Zoning Office	Rick O’Keefe Public Works Director Village of Biron
Jim Wegter Environmental Specialist Wood County Planning & Zoning Office	Larry Gilles Bldg, Insp./Zoning Administrator Town of Grand Rapids
	Chief Elected Official (or designee) where staff is not available.



## Budget

The budget projections for this project anticipate a total cost of \$17,250. This cost does not include in-kind contributions of staff time from the City of Wisconsin Rapids, Village of Biron or Town of Grand Rapids or the time of designated representatives from the other planning area municipalities. Most hands-on work will be completed by Wood County staff and reviewed by staff from other communities. Municipal staff members will also be asked to provide information to be included in the plan (i.e. detail regarding plant loads, plant design capacity, collection system information).

Budget Projections Wisconsin Rapids Area Water Quality Management Plan					
	<u>P&amp;Z Director</u>	<u>Planner/ Land Records Coordinator</u>	<u>Environmental Specialist</u>	<u>GIS Specialist</u>	<u>Projected Cost</u>
Hourly Rate	\$47.73	\$33.28	\$26.24	\$25.55	
<u>Meetings</u>					
Number	6	2	1	2	
Duration (Hrs)	2	2	2	2	
Prep. Time/follow-up	40	0	0	0	
<b>Cost</b>	<b>\$2,482.02</b>	<b>\$133.12</b>	<b>\$52.48</b>	<b>\$102.20</b>	<b>\$2,769.82</b>
<u>Review/update text</u>					
Hours	170	0	0	0	
<b>Cost</b>	<b>\$8,114.30</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,114.30</b>
<u>Review/update maps</u>					
Hours	25	8	8	40	
<b>Cost</b>	<b>\$1,193.28</b>	<b>\$266.24</b>	<b>\$209.92</b>	<b>\$1,021.95</b>	<b>\$2,691.39</b>
<u>Confer with DNR staff</u>					
Hours	10	0	0	0	
<b>Cost</b>	<b>\$477.31</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$477.31</b>
<u>County Board-related meetings</u>					
Hours	10	0	0	0	
<b>Cost</b>	<b>\$477.31</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$477.31</b>
<u>Mileage &amp; Travel</u>					
Madison Trip - (1 X 220 mi) x .50/mi.	\$110.00	\$0.00	\$0.00	\$0.00	
Local - 100 mi. X .50	\$50.00	\$0.00	\$0.00	\$0.00	
<b>Cost</b>	<b>\$160.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$160.00</b>
Printing & Postage	\$310.00				\$310.00
<b>Subtotal</b>					<b>\$15,000.14</b>
Contingency (15%)	\$1,981.97	\$59.90	\$39.36	\$168.62	\$2,249.86
<b>Projected Total Cost</b>					<b>\$17,250.00</b>



Timetable for Wisconsin Rapids Area Water Quality Management Plan 2010 - 2035

Task	Month												
	1	2	3	4	5	6	7	8	9	10	11	12	
1. Consider Policy Committee Bylaws													
2. Review/Update Goals & Objectives													
3. Assure Consistency with Comprehensive Plans													
4. Redefine the Planning Area													
a. Population trend analysis													
b. Population projections													
c. Household size analysis													
c. Household projections													
d. Density (existing & proposed)													
e. Land use consumption													
5. Inventory Existing Treatment Facilities													
6. Analyze Area's Natural Resources/Environmental Conditions													
a. Review state & federal standards													
b. Map environmentally sensitive areas/corridors													
7. Delineate Future Sewer Service Area													
8. Review/Refine Institutional Structure & Implementation Procedures													
9. Draft Plan													
a. Staff preparation of draft language													
b. Committee review & changes													
b. Final draft and public release													
10. Municipal Approvals/Adoption													
11. DNR Review/Approval													
12. Print & Distribute Final Document													