



# AGENDA

## Village Board - Regular Meeting

Village Hall Auditorium  
9915 - 39th Avenue  
Pleasant Prairie, WI  
Monday, March 9, 2026  
6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Citizen Comments (Per State Statute Section 19.83, this is the time for public comments. If you wish to speak on any agenda item, please do so now. Once the agenda begins, public comments on agenda items are closed. Only individuals directly involved with an agenda item may be invited to speak during that item. The Board will also hear comments on topics not listed on the agenda. However, the Board cannot take action or hold significant discussions on those topics tonight. Matters not on the agenda may be scheduled for a future meeting if needed.)
5. Administrator's Report
6. New Business
  - 6.A Consider approval of the 2026 - 2030 Marketing & Communications Services contract between a5 Digital & Branding and the Village of Pleasant Prairie for the provision of marketing and communication services across all Village departments and platforms, including RecPlex.  
[Contract a5 FINAL \(J Harris Signed\) 3-2-23.pdf](#)
  - 6.B Receive Plan Commission recommendation and consider approval of Ordinance #26-11 for a Zoning Text Amendment to the Highland Estates Single Family Planned Unit Development Ordinance.  
[Ord 26-11.pdf](#)  
[Sub-Area Map.pdf](#)  
[2026-02-09 Application\\_R.pdf](#)
7. Consent Agenda (All items listed under the Consent Agenda are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the General Ordinances of Business and considered at this point on the agenda.)
  - 7.A Approval of February 23, 2026, Village Board Minutes.  
[February 23, 2026 DRAFT.pdf](#)
  - 7.B Approval of Resolution #26-04 to dispose of surplus police vehicles.  
[Resolution #26-04 Authorizing the Villlage of Pleasant Prairie to Dispose of Surplus Vehicles.pdf](#)  
[Resolution #26-04 Exhibit A.pdf](#)
8. Village Board Comments

## 9. Adjournment

The Village Hall is handicapped accessible. If you have other special needs, please contact the Village Clerk's Office, 9915 – 39th Avenue, Pleasant Prairie, WI (262) 694-1400



**AGENDA ITEM COVER**  
**Village Board - Regular Meeting**  
**March 09, 2026**

**AGENDA ITEM TITLE:**

Consider approval of the 2026 - 2030 Marketing & Communications Services contract between a5 Digital & Branding and the Village of Pleasant Prairie for the provision of marketing and communication services across all Village departments and platforms, including RecPlex.

**PROPOSED BY:** Administration

**FISCAL IMPACT:** No

**AGENDA CATEGORY:** Contract

**BUDGETED:** No

**MEETING TYPE REQUIRED:**

Regular

**BUDGET TYPE:**

**STRATEGIC INITIATIVE:** No

**SUMMARY:**

**Background:**

As the Board will recall, during its January 26, 2026 meeting, it reviewed the six (6) responses to RFP #25-04 - Marketing and Communications Services and unanimously authorized the Village staff to negotiate a contract (the "Contract") between a5 Branding & Digital ("a5") and the Village of Pleasant Prairie (the "Village") for the provision of marketing and communication services across all Village departments and platforms, including RecPlex.

This pathway to outsourcing the Village Communications Department was a directive from the Village Board to enhance government fiscal responsibility and responsiveness. The Board directed Village staff to find ways to streamline Village services to make them more efficient. In contracting with a5, it will support the expansion of Village communications capacity by providing access to a larger team with broader professional resources to maintain consistent, high-quality communications, marketing and branding services for the community.

**Wisconsin Innovation Grant:**

As a part of the government fiscal responsibility directive, the Village staff will apply for the Wisconsin Innovation Grant (the "Grant"). The Grant program provides financial support to help local governments transfer or consolidate services to improve efficiency, reduce duplication, and modernize operations.

The deadline for Grant submittal to the Wisconsin Department of Revenue ("DOR") is March 31 of this year. The fully-executed Contract must be included in the application.

**If the Village receives the Grant:**

- a. The DOR may award a maximum of five (5) annual payments throughout the current eligible award period through June 30, 2030.
- b. The annual grant payment equals 25% of the total costs for the local government to provide the service in the previous calendar year before the transfer (in this case ~\$82,500/year).
- c. The local government must limit its total costs during the grant period to not exceed 115% of its total costs to provide the service in the calendar year prior to the change of service.

**Contract Highlights:**

- **Start Date: April 1, 2026.**
- **Term: 5 years, with a sole Village option to renew the Contract for one (1) additional year.**
- **The 2025 budget for providing the Village Communications services was ~\$330,000.**
- **Budget: a5 proposes a year one (9 months) budget not to exceed \$328,200 with a monthly retainer of \$27,600. (a5 expenses such as mileage and office supplies will be included in the retainer).**
- **Year 1 includes a one-time \$79,800 onboarding fee [covers the yearly difference between the original RFP 2025 total budget for providing the Village Communications services of ~\$348,000 to the actual budget of ~\$330,000 (\$12,600/Year 1 and \$16,800/Years 2-5)].**
- The RecPlex has a marketing budget of \$25,000 which will be managed to ensure effectiveness.
- **Billing Schedule: Over the course of 5 years, the annual budget will increase by 14.9% from \$328,200 in the first year to \$379,200 for the fifth year.**

2026	2027	2028	2029	2030
\$328,200	\$343,200	\$355,200	\$367,200	\$379,200

- **The Village will pay \$1,773,000 in total fees over the 5 years to a5 for the length of the Contract.**
- **a5 will provide:**
  - Senior level talent with decades of municipal government communication experience.
  - Proven collaborators and connectors capable of working with a diverse set of internal and external partners.
  - A strategic and creative approach.
  - On-the-ground, on-premise talent that knows the community and is invested in its success.
  - A diverse set of talents, from strategy to copy writing to PR to graphic design to video, that are available during and after normal work hours.
  - A dedicated account manager as your primary point of contact.
  - Clear communication channels and shared project documentation.
  - Regular check-in meetings - weekly during launch, then bi-weekly or monthly as needed.
  - Timely responses to requests.
  - Transparent tracking through shared dashboards and progress summaries.
  - Delivery on all services noted in the RFP.

**STAFF RECOMMENDATION:**

**Village staff recommends that the Village Board approve the 2026 - 2030 Marketing & Communications Services contract between a5 Digital & Branding and the Village of Pleasant Prairie for the provision of marketing and communication services across all Village departments and platforms, including RecPlex.**



**Contract for Village of Pleasant Prairie, Wisconsin**  
2026-2030 Marketing and Communications Services (the “Contract”)

March 2, 2026

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## **Approach**

The Village of Pleasant Prairie (the “Village”) needs a communications partner that is strategic, creative, collaborative and committed to the community’s success. At a5 Branding & Digital (“a5” and “we”), we are known for our comprehensive service offering, our quality of work and our flexible approach.

As a firm dedicated to building brands and brand stewardship, we will deliver brand-centric, goal-focused, measurement-oriented communications for Pleasant Prairie. We have deep experience in brand management. Marketing campaigns. Graphic design. Digital media. Events and experiences. Video. PR and crisis communications. (a5 principal John Harris and director of civic strategies Ben Schulman offer extensive PR and crisis communications experience. We currently provide these services to Northbrook and real estate developer Trinitas Ventures, among others.)

We will set up a team that is invested, present, and multi-talented. Because we have a team of 12, we can build a core team of about five people and supplement as needed. (We have a deep bench and we will ensure the entire team is knowledgeable about Pleasant Prairie to enable people to step in as needed to cover vacations, conflicting meetings, etc.) a5 offers all resources under one roof except for drone footage and printing, for which we have established partnerships.

It’s also important to note that the communication effort is multi-faceted. It needs to:

- Inform residents about the Village so that the community is aware and knowledgeable
- Connect with residents and market the RecPlex to bring in members and users
- Recruit new talent to the Village staff team
- Market the Village to increase economic development
- Connect with visitors

a5 will deliver on all services noted in the RFP (included in this document in the Services to Transfer section on page 7). We already have familiarity with Pleasant Prairie and the Kenosha County area, and we work each day to connect with diverse audiences. As a firm, we are focused on building community through marketing and communications, and we do so with creativity and organization and a commitment to connecting the dots between government and the people served by the Village of Pleasant Prairie. According to the RFP, the goals of this marketing and communication partnership include, but are not limited to:

- A. The development of a unified Village-wide communication and marketing strategy.
- B. The strengthening of internal and external communication channels.

- C. The enhancement and maintenance of the Village and RecPlex website content, design, and functionality.
- D. The development and support of social media strategies across various platforms.
- E. The coordination and execution of community engagement campaigns, recruitment campaigns, newsletters, calendars, and press release efforts.
- F. The support of branding, design, and video production across all departments.
- G. Marketing efforts that directly support revenue growth for programs, memberships, sponsorships, etc.
- H. The term of this Contract will commence from the 1<sup>st</sup> of April, 2026 up to and including midnight of the 31<sup>st</sup> of March, 2030 for a total period of five (5) years. At its discretion, the Village maintains the sole option to renew the Contract for one (1) additional year. Either party may cancel the Contract at any time during the Contract term provided a 90-day written notice is provided.
- I. Provide quarterly analytics and performance summaries across digital and print channels.
- J. Capture video and still photography at events and programs for use in future content and publications. Note: Some events and programs take place outside of normal business hours and on weekends.
- K. Support internal communication needs such as staff announcements and internal video screens.
- L. Coordinate with printing and mailing vendors to ensure timely production and delivery of newsletters, calendars, signage, and other print materials.
- M. Maintain organized digital archives of all creative assets, to maintain public record and ensure ownership and transferability to the Village.

a5 will be responsible for providing support in the following areas:

**Strategy & Coordination:**

- Create and implement a unified communication and marketing strategy for the Village and aligned strategy for the RecPlex.
- Develop and implement an annual marketing and communications plan aligned with RecPlex's operational, financial, and divisional objectives, incorporating market analysis, audience insights, and quarterly campaign calendars while unifying marketing efforts across all RecPlex divisions.
- Provide communications and marketing guidance to the Village Police Department and Fire & Rescue Department.
- Collaborate with Village leadership, departments, and external partners on planning and execution.
- Develop timelines, calendars, and engagement strategies for projects and initiatives.
- Establish and maintain regular communication with designated Village contacts through scheduled meetings and project status updates.

a5 will lead the development of a Village-wide marketing and communication plan for Pleasant Prairie. We will facilitate a kickoff meeting to create and document expectations, goals, strategies, partnerships,

## **a5 Branding & Digital**

tactics, timeline and budget. We will ensure we get out of the gate quickly to learn the community (and the larger context) and develop relationships by being intentional, present and results-focused.

### **Content Development:**

- Copywriting, editing, and proofreading for various communication pieces.
- Prepare and distribute press releases, public notices, project updates, and seasonal information.
- Produce content for bi-monthly Village newsletters (print and digital versions).
- Assist with messaging for employment recruitment campaigns and community initiatives.
- Develop talking points or key messages for Village officials, as requested, to ensure message consistency.

In addition to being strategic, the a5 team delivers creativity that gets people's attention, tells a consistent story and offers a clear call to action. From our work with municipalities, park and rec agencies, and the private sector, we bring knowledge of government and community that will enable us to find and communicate the true voice for Pleasant Prairie—today and growing into the future.

### **Digital Marketing & Social Media:**

- Manage and grow the Village's social media presence through various channels; including, but not limited to Facebook, Instagram, LinkedIn, and YouTube.
- Coordinate social media countdowns, live event coverage, and post-event photo/video highlights.
- Develop digital campaigns for programs, services, and community events (e.g. National Night Out, Safety Day, annual triathlons, Ice shows, etc.).
- Implement analytics tools and regular reporting on performance.
- Monitor community feedback on social media and notify appropriate Village personnel of issues requiring response or escalation.

While marketing and communication has to be clear and consistent across all channels, digital marketing and social media provide tremendous opportunities for growth and immediate connection with key audiences. Working with you, our team will grow your followers and engagement on each social media channel, creating targets for quantity and quality of connections. Our team offers certifications through Meta, LinkedIn and more, and we are constantly updating our knowledge of the changing landscape of digital and social media, including the appropriate use of AI.

### **Graphic Design & Video Production:**

- Provide creative direction and execution for brochures, flyers, and signage.
- Produce short-form and/or long-form videos for web and social media (community events, Village highlights, employee training, etc.)
- Design and layout of the annual Village calendar, incorporating community photo contest winners.
- Provide photography services at key community events, ribbon cuttings, programs, and facility activities.

## **a5 Branding & Digital**

- Provide certified drone photography and videography for approved projects and events, in compliance with all Federal Aviation Administration (FAA) regulations and Village policies.

Our three-member graphic design team brings a high level of talent and creativity—and a commitment to creating systems and processes that deliver on the Pleasant Prairie brand messaging. Not only will we be present, we will create content through print collateral, video and more, that people find interesting, engaging and actionable.

### **Website Support:**

- Maintain and enhance content for:
  - Village Website: <https://www.pleasantprairiewi.gov/>
  - RecPlex Website: <https://www.recplexonline.com/>
- Provide routine content updates, accessibility improvements, and design enhancements.
- Collaborate with Village IT staff to optimize all websites and subpages to improve overall user experience.

Our website development experience is deep and we routinely manage updates for our clients. We look at websites from a user perspective, making information clear and presentable, easy to find and simple to act upon. We recently launched websites for multiple communities (Oregon, Fox Lake and Crystal Lake, among others) and corporate clients (Klein & Hoffman, DX Learning and Kelso-Burnett) and are constantly learning and evolving our knowledge and approach. For maintenance of the sites, we will learn the CMS and work in concert with CivicLive/SportsEngine/Daxko Club Automation and the Pleasant Prairie IT department.

### **Brand Management**

- Maintain consistent brand standards and messaging across all Village departments.
- Evaluate and update branding guidelines as needed.

Effective marketing and communication needs a strong, clear, consistent voice. a5 has built a reputation over its 25-year history of building and maintaining enduring brands that connect with key audiences to deliver results. We will bring this level of passion, experience and commitment to the Village of Pleasant Prairie.

### **RecPlex Approach**

The RecPlex delivers an experience unlike other community centers. Owned and managed by the Village, the RecPlex needs a dedicated approach that is integrated with the overall communications strategy and execution yet also distinct in its purpose.

The RecPlex has a marketing budget of \$25,000 which will be managed to ensure effectiveness. Scope of work includes:

- Creation of a marketing and communication strategy for RecPlex
- Development and management of an annual marketing plan

## **a5 Branding & Digital**

- Lead graphic design and content development for RecPlex social media, events, etc.
- Design and production of RecPlex program guide, printed annually
- Keeping RecPlex website updated
- Advertising signage, which normally gets changed once a year

In working with you, a5 will build a plan that outlines goals, strategies and tactics that will tell the Pleasant Prairie story in a clear, concise, consistent and compelling way with great content and a clear call to action. We excel at developing and maintaining communication efforts that communicate benefits, marry the head and heart, and answer the question “what’s in it for me?”

Because we work with the public and private sector, we understand economic development, tourism and building a strong sense of community with residents. We will develop and maintain formal and informal partnerships with such agencies as Visit Pleasant Prairie, Pleasant Prairie Historical Society, Lake Andrea Beer Garden, Friends of Pleasant Prairie Parks Foundation, Kenosha Area Business Alliance and Kenosha Area Chamber of Commerce, among others.

We will work closely with internal teams, including police, fire, public works, etc. to ensure that appropriate campaigns are developed for each, with clear goals and executed to deliver timely results. (Examples include the RecPlex 25th anniversary, the Youth Baseball Field Improvement Project and Recycling and Waste Minimization Efforts.)

From a graphic design standpoint, we will deliver cut-through-the-clutter creative that evokes quality and creates interest in a way that is unique to Pleasant Prairie.

### **With a5, you will get:**

- Senior level talent with decades of municipal government communication experience. We understand municipal government communication standards, transparency requirements, public accountability, data privacy and public records laws.
- Proven collaborators and connectors capable of working with a diverse set of internal and external partners. We routinely build bridges with school districts, non-profits, businesses and communities of faith, among others.
- A strategic and creative approach. We are focused on results, and in our experience, we bring ideas and energy, coupled with process and organization that leads to success.
- On-the-ground, on-premise talent that knows the community and is invested in its success.
- A diverse set of talents, from strategy to copy writing to PR to graphic design to video, that are available during and after normal work hours.
- A dedicated account manager as your primary point of contact.
- Clear communication channels and shared project documentation; we use all forms of communication internally and with our clients. We use Asana for project management and can incorporate Pleasant Prairie staff into this tool. We also use email, Google Chat, text and phone internally and externally as appropriate.
- Regular check-in meetings—weekly during launch, then biweekly or monthly as needed.
- Timely responses to requests.
- Transparent tracking through shared dashboards and progress summaries.

## **Process**

Working with you, a5 will ensure a “unified voice” will be communicated in a clear, concise, consistent and compelling way to tell the story of Pleasant Prairie. This will take into account economic development goals, tourism goals and a community-building approach to retain and attract residents.

Goal-driven, the marketing effort will marry people and place, head and heart (stories and statistics) to capture the community and captivate your key audiences. a5 excels at crafting and telling a community’s unique story to diverse audiences (seniors, teens, residents, staff, businesses, etc.)

To begin, we will develop a plan that incorporates existing communication channels and recommends new and/or elevated ways of communicating and connecting.

The marketing effort will include goals, audiences, competition, a schedule and a budget, and will be developed in conjunction with the Pleasant Prairie team. The following is an outline of how we will work together:

- **Getting started.** At this time, we will meet with the key decision makers and influencers to review roles, goals, schedules, budget and more. We will also take a walking and driving tour of Pleasant Prairie to learn more and experience the community. We will also review all relevant current documents and do an audit of existing materials and processes.
- **Engaging the community.** Working with you, we will determine the optimal way to learn about and engage the community. We could do this via electronic means (email, online surveys, etc.) and through in-person methods. A hallmark of a5: we meet people where they are. We will be at events, at RecPlex and even at community events, if useful.
- **Connecting with departments.** Working with you, we will convene the department heads in accordance with your team’s work style. From there, we will establish a regular meeting cadence and communication approach to generate content consistently.
- **Connecting with community partners.** We will establish the list of community partners and connect with each individually, convening a group meeting or meetings as deemed helpful and necessary to build and maintain strong partnerships.
- **Event attendance.** We will be present at all necessary events to play the appropriate role, whether handling photography, capturing video, or leading event activations. (We currently lead about six events per year for the Village of Niles and set up and run hundreds of activations annually across Illinois for the “Are You Really Winning?” gambling issues campaign.)
- **Municipal meeting attendance.** We will attend meetings of the Village Board, Plan Commission, and Parks Commission, and other boards/commissions as needed.
- **Meet regularly.** At a5, we make sure communication is tight, consistent and that objectives are clear and schedules are met. We will set schedules and utilize tools such as Asana, Dropbox, email, Chat, text, phone and in-person meetings to ensure smooth and seamless communication.
- **Report regularly.** We will regularly report on progress at meetings and via written reports as outlined in the RFP.

## **Services to Transfer** (from the RFP)

### **Village Website**

The Village website shares information for each department, news, and provides community updates.

- Maintain Village appearance and information.
- Update department pages with new information.
- Act as the primary contact for website updates and minor technical adjustments
- Contact and work with the website company to make improvements, resolve issues, and find solutions to problems that arise.
- Available to make edits on short notice.

### **RecPlex Website Management and Website Committee Leadership**

Oversee the recreation website and lead the recreation website committee composed of representatives from multiple departments. The committee evaluates site functionality, user experience, and enhancement opportunities.

- Maintain and update recreation pages with current news, programs, and service information
- Posts and monitors website content for accuracy and accessibility
- Coordinates content, visuals, and updates with department staff
- Leads regular committee meetings to review site performance
- Develops and implements recommendations to improve navigation, usability, and design consistency
- In-line HTML coding

### **Village Calendar & Resource Directory**

Annual calendar with information on Village facilities, services, and events throughout the year.

- Created to list basic municipal information for residents to help relieve phone calls.
- Mails to approximately 1,700 registered residents.
- A digital version is available on the website.
- Develop, proof to departments, and produce final calendar for print
- Send RFP for pricing each year to find lowest bid from qualified printer.

### **Social Media**

Enhance communication, engagement and transparency between the Village of Pleasant Prairie and the community we serve through various social media platforms.

- Facebook and X (Twitter):
  - Employee Recruitment
  - Public Service Announcements
  - Community Events
  - Economic Development
  - Announcements
  - Updates

## **a5 Branding & Digital**

- Development Updates
  - Road Closures
  - Public Input Sought
  - Community Engagement Sought
  - Budget Information
  - TID Information
  - Paving Projects
  - Public Safety Updates
  - Snow Emergency
- LinkedIn
    - Employee Recruitment
    - Economic Development
  - YouTube
    - Employee Recruitment
    - Community Event Promos
    - Public Service Announcements
    - How-To videos
    - Village News
  - Develop and maintain a social media content calendar
  - Analytics are collected monthly to review on how to improve the Village social media presence.

## **Photography**

Visually document, communicate, and promote the work, identity, and community life of Pleasant Prairie. It plays a critical role in supporting transparency, public engagement, and civic pride. Photos are shared on social media, website, and other marketing materials.

- Ribbon Cuttings
- Grand Openings
- Groundbreakings
- Historical Events
- Community Events
- Recreation programming
- Village Meetings
- Construction progress (residential, commercial, and roadways)
- Community Area (parks, natural areas, neighborhoods, etc.)
- Employee Trainings (fire and rescue, police, etc.)
- Aerial photos with a drone
- Employee Headshots
- Signage
- Village Buildings
- Businesses
- Municipal Services

## **a5 Branding & Digital**

- Village Developments
- Village Areas that are ready for Development
- Tourism
- Community Improvement Projects
- Community Engagement with Village staff
- Public Service Announcements
- Any additional photos for marketing or other projects
- Maintain photo archive of thousands of images from the past 30+ years
- Pulls photos from archive upon request
- Available to photograph on short notice

### **Videography**

Create dynamic, engaging, and accessible visual content that informs, connects, and inspires the community. Through video, Pleasant Prairie can communicate more effectively, showcase transparency, and foster civic pride. Videos are shared on social media, website, and lobby TVs.

- Village News (60-second video segment that highlights the Newsletter)
- Aerial video with a drone
- Public Service Announcements
- How-To videos for Village Services
- Employee Recruitment (Day in the Life of Dispatch, employee testimonials, seasonal help, and more)
- Fire Department academy trainings
- Fire Department academy graduation
- Fire Department trainings
- Mission Statement
- Community Event Promos
- Bike Trail
- Poll Worker Recruitment
- Anniversaries
- Snow Emergency Guidelines
- Village Overview
- Social Media Motion Graphics
- Department Highlights
- Village President Water Tower Climb
- Any additional video requests
- Available to film on short notice

### **Video Production**

Plans, produces, and edits video content (short and long-form) to support communication, education, and community engagement efforts. Videos may highlight programs, events, facilities, or public information initiatives.

- Conduct video shoots for marketing and storytelling purposes
- Coordinate project planning, scripting, and scheduling with departments

## **a5 Branding & Digital**

- Captures video footage through on-site recording and interviews
- Edit footage, add captions, graphics, and branding elements
- Ensure all video projects use royalty-free or licensed audio
- Comply accessibility and quality standards
- Publish/promote videos through digital, social media, and Internal TVs
- Maintain an organized video archive for future use and reference

### **Water Quality Report**

Annual report that informs residents the quality water and services the Village delivers to the community.

- Project with the Department of Public Works.
- Coordinate internal printing and distribution to Village Hall and Prange.
- A digital version is available on the website.

### **Photo Contest**

A program that includes the community by submitting photos. The winning 13 photos are showcased in the Village Calendar. Photos are also used in other Village marketing materials.

- Positive community engagement and involvement with the Village.
- An avenue to show off the beauty of Pleasant Prairie and the talent of the residents.
- Passive way to collect photos of the community.
- Manage all aspects of the annual photo contest, including marketing, promotion, and winner announcements.

### **Graphic Design**

Visually communicate information in a clear, professional, and engaging way that supports public understanding, civic identity, and community involvement. Graphic design helps turn complex data, services, and ideas into accessible content that residents can easily recognize, understand, and act on. Graphics are shared on social media, website, lobby TVs, and other respected marketing materials.

- Signage and Visual Materials (internal and external)
- Public Service Announcements
- Informational Graphics
- Community Event Flyers
- Social Media
- Recruitment Flyers
- Program Guides
  - Annual Recreation Guide
  - Figure Skating Ice Shows (2x a year)
- Advertising
- Maps
- Recognition Certificates: Eagle Scouts, VFW, Life Saving Events, etc.
- Anniversary/Retirement (art to celebrate employees time at the Village)

## **a5 Branding & Digital**

- Lobby TVs: Village Hall (1), Prange (2), RecPlex (11), and Fire Station (1)
- Development Flyers
- Website
- Invitations
- Workshop Events
- Village Logos
- Stationery
- Postcards
- Envelopes
- Business Cards
- Infographics
- Job Position Information Booklets
- Collaborate with departments to design and update materials
- Manage revisions and approvals for materials with department leaders
- Organize and archive digital assets for accessibility and future reference

### **Tax Insert**

Annual property tax distribution information included in residents real estate tax statement.

- Project with Finance to include in the annual real estate tax statement to provide transparent information of how resident property tax is distributed in the Village of Pleasant Prairie and Kenosha County.
- Layout, update content, prepare proofs, and finalize for print.
- Coordinates outsource printing and delivery to County and Village Hall.
- Posts digital version on the website.

### **Branding**

A clear, consistent, and recognizable identity that reflects the city's values, culture, and vision—while fostering trust, civic pride, and economic growth. Branding goes far beyond just a logo; it's about shaping how the public perceives the municipality.

- Maintain brand consistency across all materials
- Writing Voice/Style
- Signage
- Print Publications
- Digital Communications
- Public Relations
- Email Signature
- The use and placement of specific fonts, colors, images, logos, etc.
- Overseeing other departments to make sure that they are representing the Village branding correctly.

### **Village Newsletter**

Provide regular, direct communication between the Village and the residents, keeping the community informed, engaged, and connected to city services, initiatives, and events.

## **a5 Branding & Digital**

- Bi-monthly 16-page colored newsletter mailed to registered addresses.
- Develop articles, graphics, and visual content.
- Design layout, prepare and distribute proofs, and finalize for print.
- Coordinate production schedule, print quantity, and delivery with printer.
- Distribute internal copies to Village facilities and departments.
- Distribute a digital newsletter version to registered email subscribers.
- Post a digital version on the municipal website.
- Manage, update, and maintain digital and postal mailing lists.
- Archive hard copies for historical reference.

### **Press Releases**

Provide official, timely, and accurate information from the Village to the media and the public. It serves as a key communication tool for announcing news, clarifying information, and promoting transparency in government operations.

- Community Events
- Economic Development
- Announcements
- Updates
- Development Updates
- Road Closures
- Public Input Sought
- Community Engagement Sought
- Budget Information
- TID Information
- Paving Projects
- Public Safety Updates
- RecPlex Scholarships
- Snow Emergency

### **Events**

Document annual and historical events for archiving.

- Ribbon Cuttings
- Grand Openings
- Groundbreakings
- Historical Events
- Public Meetings
- Safety Day in the Prairie
- Bicycle Rodeo
- National Night Out
- Twelfth Night Holiday Tree Bonfire
- Veterans Day Ceremony

## **a5 Branding & Digital**

- Any other events upon request

### **Employment Recruitment Campaigns**

Attract qualified and motivated candidates to fill public sector roles that are essential the Village. These campaigns support workforce planning, improve public service, and ensure that the municipality can meet both current and future community needs.

- General
- Fire and Rescue
- Police
- Seasonal - Parks
- Seasonal - Public Works
- RecPlex
- Any additional positions that need help seeking applicants

### **Marketing Campaigns**

Promote Village initiatives, services, engage, and inspire residents. Campaigns support everything from public service awareness to economic development and play a vital role in shaping the Village image, reputation, and impact.

- Meet with department leads to discuss upcoming marketing needs
- Plan and coordinate campaign objectives, messaging, and timelines
- Designs and produces digital, print, and social media materials
- Collaborate with departments to ensure message accuracy
- Monitor campaign performance through analytics and engagement
- Adjust strategies based on audience response and data insights
- Conduct regular checks to ensure relevant material is presented and outdated materials are no longer posted
- Maintain brand standards across all marketing materials
- Serve as the primary contact for all marketing inquiries
- Examples:
  - Police and Fire and Rescue Referendum
  - RecPlex Membership Recruitment
  - RecPlex Kids & Family Expo
  - Horse Statue Naming and Location Campaign
  - RecPlex 25 Year Anniversary
  - Community Surveys
  - Keep It Loose in the Cart – Recycling Campaign

### **Email Marketing**

Develop and distribute email communications to inform residents, members, and subscribers about municipal programs, events, services, and updates.

- Design RecPlex weekly update and bi-monthly Fitness Focus Newsletter

## **a5 Branding & Digital**

- Track campaign performance metrics (open rates, CTRs, engagement)
- Develop and design targeted email campaigns
- Ensure all email communications maintain RecPlex branding

### **Public Statements**

Prepares official statements, talking points, quotes, and responses for leadership.

- Gather background information and verify accuracy
- Coordinate review, approvals, and timing of release
- Ensure consistency in tone and message for consistency in Village voice

### **Media Relations**

Manage interactions and build rapport with media to share municipal information.

- Draft and distribute press releases
- Respond to media inquiries
- Coordinate interviews and photo opportunities
- Track media coverage
- Work to correct any errors in reporting

### **Internal Communications**

Facilitate communication among departments and staff to ensure consistent and accurate information sharing.

- Draft and distribute updates and announcements to staff
- Distribute internal news, flyers, and notices
- Coordinate with department heads to ensure messaging distribution
- Design, print, and manage indoor facility signage for staff, guest communication, and any facility advertisers
- Communicate with IT staff to resolve digital signage or technical issues

### **Event Attendance and Coverage**

Attend and document community events to capture photos, articles, and updates for public sharing.

- Schedule event coverage and prepare equipment
- Capture photos/video, conduct brief interviews, take notes to help with story or capture quotes from attendees or leadership.
- Draft and post event recaps across digital platforms

### **Routine Coordination and Departmental Meetings**

Meet regularly with departments to stay informed of projects, events, and achievements.

- Attend meetings and make calls or visit department heads

## **a5 Branding & Digital**

- Note upcoming projects follow up on story opportunities
- Maintain an editorial calendar for planning and outreach

### **Attendance at Village Board, Plan Commission, Parks Commission, and Other Community Meetings**

Attend and observe municipal meetings to ensure accurate public communication of decisions and projects or initiatives.

- Review meeting agendas and attend meetings
- Monitor actions and discussions for follow-up coverage
- Draft recaps or summaries for publication

### **Crisis Communication Support**

Support with timely, accurate, and coordinated messaging during emergencies or sensitive situations.

- Work with departments to draft and approve urgent public statements
- Coordinate with emergency services and leadership
- Monitor public response and adjust messaging as needed

### **Miscellaneous Communications Projects**

- Quarter Department Reports for the Village Board
- Forms
- Resolutions
- Email Signatures
- Dedication Plaques
- Branding for Village Vehicles
- Employee ID Badge Design
- Produce large-format internal signage through the plotter for marketing, advertising, and events
- Utility Bill Insert (occasionally included in monthly mailing to solid waste, water, and sewer customers)

# Cost Proposal

a5 uses a discounted, blended rate of \$175 for all staff members.

With a contract start date of April 1, 2026, a5 proposes a year one budget not to exceed \$328,200 with a monthly retainer of \$27,600. The following years have a not-to-exceed budget outlined below.

## Billing Schedule

In 2025, Pleasant Prairie’s cost for marketing staff was \$330,000. Over the course of five years, the annual budget will increase from \$328,200 in 2026 to \$379,200 for the fifth year (a 14.9% increase from 2025).

	2026	2027	2028	2029	2030
Jan		28,600	29,600	30,600	31,600
Feb		28,600	29,600	30,600	31,600
Mar	79,800*	28,600	29,600	30,600	31,600
Apr	27,600	28,600	29,600	30,600	31,600
May	27,600	28,600	29,600	30,600	31,600
June	27,600	28,600	29,600	30,600	31,600
Jul	27,600	28,600	29,600	30,600	31,600
Aug	27,600	28,600	29,600	30,600	31,600
Sept	27,600	28,600	29,600	30,600	31,600
Oct	27,600	28,600	29,600	30,600	31,600
Nov	27,600	28,600	29,600	30,600	31,600
Dec	27,600	28,600	29,600	30,600	31,600
<b>Total</b>	<b>328,200</b>	<b>343,200</b>	<b>355,200</b>	<b>367,200</b>	<b>379,200</b>
<b>Grand Total</b>	<b>\$1,773,000</b>				

\* Onboarding fee

## Transfer effective date

April 1, 2026.

## Length of the contract/agreement (must be for a minimum of three years)

The a5 Contract is for five (5) years.

**a5 Branding  
& Digital**

**For the transferor – the total cost of providing the service/duty to the county, municipality, or tribe transferring the service/duty, in the calendar year prior to the transfer.**

**Note: The total cost includes, but is not limited to, the cost of wages, fringe benefits, training, and equipment of providing the service/duty.**

The 2025 total cost of providing the Village Communications services was \$330,000.

**For the transferee – if it is a county, municipality, or tribe, provide the transferee's total cost of providing the service/duty in the calendar year prior to the transfer of the service/duty.**

**The total cost includes, but is not limited to, the cost of wages, fringe benefits, training, and equipment of providing the service/duty.**

N/A, a5 is not a county, municipality, or tribe.

**Amount the transferor will pay to the transferee for the length of the agreement/contract**

Partial Year One (April 1 - Dec 31, 2026) \$328,200

+ Year Two \$343,200

+ Year Three \$355,200

+ Year Four \$367,200

+ Year Five \$379,200

= \$1,773,000 total fees over five years

**Details regarding how the grant award will be allocated to counties, municipalities, or tribes that are party to the agreement/contract**

N/A. The grant award will not be allocated to any counties, municipalities, or tribes.

**For public safety, fire protection, and emergency services - a stipulation that the service or duty being transferred will maintain the appropriate level of such service.**

N/A. The service or duty being transferred is not a public safety, fire protection, or emergency service.

Term. The term of this Contract shall be for a period of five (5) years commencing on April 1, 2026 and terminating on March 31, 2030. At its discretion, the Village maintains the sole option to renew the Contract for one (1) additional year.

Termination of Contract. Either party may terminate the Contract at any time during the Contract term provided a 90-day written notice is provided. This Contract may be terminated by either party upon ninety (90) days prior written notice. Compensation shall be paid for work performed through the date of termination at a rate of \$175 per hour, but not to exceed the scheduled monthly retainer fee (refer to Cost Proposal table).

Entire Contract. This Contract including all Exhibits hereto, constitute the entire contract between the parties.

Severability. This Contract is declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful or unenforceable, such decision

**a5 Branding  
& Digital**

shall apply only to the specific section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections or portions thereof of the Contract. The remainder of the Contract shall remain in full force and effect.

Assignment. Neither party may assign its rights or responsibilities under this Contract without written consent from the Village. This Contract shall benefit and be binding upon the parties and their respective successors and assigns.

Notice. All communications which may be or are required to be given by a5 or the Village to the other shall, in the absence of any specific provision to the contrary, be in writing and delivered to a5 or the Seller at the principal address of the Village or at the principal address of a5, as the case may be, personally delivered or by certified mail, return receipt requested:

To the Village:                   Attn: Village Administrator  
Eric C. Rindfleisch  
Village of Pleasant Prairie  
9915 39<sup>th</sup> Avenue  
Pleasant Prairie, WI 53158

With a Copy to:                 Attn: Village Attorney  
Attorney Eric Larson  
Municipal Law and Litigation Group  
730 N. Grand Avenue  
Waukesha, WI 53186

To a5:                                Attn: John Harris  
Principal, a5 Branding & Digital  
1 N LaSalle, 47<sup>th</sup> Floor  
Chicago, IL 60602

Public Records. a5 agrees to the Public Records Terms described in **Exhibit A**, attached hereto and incorporated herein by reference.

Indemnification. In addition to, and not to the exclusion or prejudice of, any provisions of this Contract or documents incorporated herein by reference, a5 shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the defense of any claim asserted or imposed upon the Village, its officers, agents, employees and independent contractors growing out of this contract by any party or parties. a5 shall also name as additional insureds on its general liability insurance the Village, its officers, agents, employees and any independent contractors hired by the Village to perform services as to this subdivision and give the Village evidence of the same upon request by the Village.

Governing Law. This Contract shall be governed by the laws of the State of Wisconsin, without giving effect to principles of conflicts of law.

Amendments. No amendments, changes or modifications may be made to this Contract without the express written consent of each of the parties.

Effective Date. The effective date of this Contract is April 1, 2026.

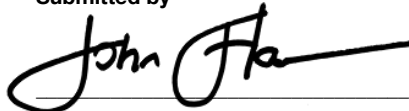
**Terms**

- a5 invoices monthly for the retainer amount.
- The Village of Pleasant Prairie will own all final deliverables; a5 will assign the copyright to the Village of Pleasant Prairie. a5 will reserve the right to show the work in its online portfolio (excluding confidential and proprietary information).
- a5 will issue the first invoice on April 1, 2026.
- Terms are net 15. Secure online payment via QuickBooks is preferred.
- a5's blended rate is \$175/hour.
- Invoices are issued monthly through QuickBooks and will show the number of hours worked by each team member.
- For this contract, a5 expenses such as mileage and office supplies will be included in the retainer.
- Invoices for media, outside vendors used for printing, etc. will be billed to the client to avoid agency markup. If client prefers a5 to pay vendors directly, a 15% markup will be added to vendor invoices.
- Payment of fees and expenses is not contingent on the client's acceptance of recommendations.
- Outside expenses such as printing, FedEx, etc. are additional.
- Final proofreading is the exclusive responsibility of the client; neither a5 Branding & Digital, nor their suppliers, will accept responsibility for errors in copy.

If the contents of all pages of this contract meet with your approval, please countersign this form (below) and email to John Harris as authorization to proceed.

**John Harris** jharris@a5inc.com 708.227.5313 mobile

**Submitted by**



John Harris  
Principal, a5 Group Inc.

March 2, 2026

**Accepted by**

David J. Klimisch  
Village President, Pleasant Prairie

**EXHIBIT A**

Public Records Responsibilities Agreement/Contract Terms

The Village and a5 recognize that applying applicable Wisconsin public records laws to particular records requests can be difficult, in light of copyright and other confidentiality protections. To ensure that applicable laws are followed, both with regard to private rights, and with regard to public records laws, the Village and a5 agree as follows. When the Village receives public records requests for matters that the Village believes might be proprietary or confidential information, the Village will notify a5 of the request. Within three (3) days of such notification (subject to extension of time upon mutual written agreement), a5 shall either provide the Village with the record that is requested, for release to the requestor; or a5 shall advise the Village that a5 objects to the release of the requested information, and the basis for the objection. If for any reason the Village concludes that the Village is obligated to provide a record to a requestor that is in a5's possession, a5 shall provide such records to the Village immediately upon the Village's request. a5 shall not charge for work performed under this paragraph, except for the "actual, necessary and direct" charge of responding to the records request, as that is defined and interpreted in Wisconsin law.

In addition to, and not to the exclusion or prejudice of, any provisions of this Agreement or documents incorporated herein by reference, a5 shall indemnify and save harmless and agrees to accept tender of defense and to defend and pay any and all legal, accounting, consulting, engineering and other expenses relating to the defense of any claim asserted or imposed upon the Village, its officers, agents, employees and independent contractors growing out of (i) the a5's denial of a records request, based upon objections made by a5, or (ii) a5's failure to provide records to the Village upon the Village's request; or (iii) the Village's charges made to a records requestor, based upon reimbursement of costs a5 charged to Village in responding to a records request; or (iv) the Village's lack of timely response to a records request, following a5's failure to timely respond to Village as required herein; or (v) the Village's provision of records to a requestor that was provided to the Village by a5 in response to a records request. a5's claims of proprietary rights, or any other copyright or confidentiality claims, shall be waived such that the Village may provide all requested documents, programs, data, and other records to the requestor, upon failure by a5 to defend, indemnify or hold harmless the Village as required herein, and/or upon judgment of a court having jurisdiction in the matter requiring release of such records.



**AGENDA ITEM COVER**  
**Village Board - Regular Meeting**  
**March 09, 2026**

**AGENDA ITEM TITLE:**

Receive Plan Commission recommendation and consider approval of Ordinance #26-11 for a Zoning Text Amendment to the Highland Estates Single Family Planned Unit Development Ordinance.

**PROPOSED BY:** Community Development

**FISCAL IMPACT:** No

**AGENDA CATEGORY:** Ordinance

**BUDGETED:** No

**MEETING TYPE REQUIRED:**

Regular

**BUDGET TYPE:**

**STRATEGIC INITIATIVE:** No

## **SUMMARY:**

On November 25, 2024 the Village Board approved Ord. #24-46 related to the Highland Estates Single Family Planned Unit Development (PUD) Ordinance. At this time, a number of lots have been sold to Lennar and as they test fit their model homes with the PUD Ordinance the following minor amendments to the PUD Ordinance are being proposed:

- To amend the maximum house size for a two-story or split-level home in Sub Areas 3, 5 and 7 from 2,625 sq. ft. to 2,650 sq. ft.
- To amend attached garage requirements for Sub-Areas 2, 4 and 8 to allow for a 3-car attached garage provided that the overhead garage door area that faces a public street shall not exceed more than 55% of the front street facing façade.
- To amend the main roof pitch of homes from 6:12 to 5:12.
- To reduce the street setback for Lots 22 and 23 from 25 feet to 20 feet.

In addition, the Village staff is recommending the following additional amendments be made to the PUD Ordinance:

- To amend the listed principal uses to allow one single family dwelling per lot, which shall include a private garage attached to the dwelling pursuant to the requirements of the PUD similar to the principal uses allowed in the underlying R-4 District.
- A minor correction to the side setback requirement for a deck so that the side setback follows the same side setback for a proposed home.
- To create requirements to allow for Temporary Development Signs to be located within any Outlot in the development.

## **STAFF RECOMMENDATION:**

On March 2, 2026 the Plan Commission held a public hearing and recommended that the Village Board approve the Zoning Text Amendment as presented.

[Ord 26-11.pdf](#)

[Sub-Area Map.pdf](#)

[2026-02-09 Application\\_R.pdf](#)

**ORDINANCE # 26-11**

**ORDINANCE TO AMEND THE HIGHLAND ESTATES SINGLE FAMILY  
PLANNED UNIT DEVELOPMENT  
PURSUANT TO CHAPTER 420-137 OF THE VILLAGE ZONING ORDINANCE  
IN THE VILLAGE OF PLEASANT PRAIRIE,  
KENOSHA COUNTY, WISCONSIN**

**BE IT ORDAINED** by the Village Board of Trustees of the Village of Pleasant Prairie, Kenosha County, Wisconsin, to amend the Highland Estates Single Family Planned Unit Development pursuant to Chapter 420-137 of the Village Zoning Ordinance to read as follows:

**Highland Estates Single Family Planned Unit Development**

- a. The Highland Estates Single Family lots are located within a portion of the Highland Estates Development on properties as legally described below. The Highland Estates Development as shown on **Exhibit 1** conforms with the Village of Pleasant Prairie adopted Comprehensive Plan including the Village Green and Highpoint Neighborhood Plans. The Highland Estates Master Development Plan provides a safe and efficient transportation system for pedestrian and vehicle traffic; provides attractive land for recreational opportunities and open spaces as integral parts of the Neighborhoods and supports the Village's Comprehensive Plan Housing Goal to provide a diverse housing supply to meet the Village's future population needs by providing a variety of single family lots, two family lots and two unit condominiums that will generate new tax revenue that will support existing and future critical community services. The diversity of housing will support the general health, safety, welfare and economic prosperity of the community; and the architectural, building and site design, landscaping, grading and drainage and general site development will result in an attractive and harmonious residential environment of sustained desirability and economic stability and will not adversely affect the property values of the surrounding neighborhood. This Ordinance relates specifically to the Highland Estates Single Family lot areas as identified on **Exhibit 1**.
- b. Legal Description: The properties for the Highland Estates Single Family development are known as Lots 1-108 and Outlots 1, 3, 4, 7, and 8 in the Highland Estates Subdivision (Phase 1) and future single family lots (Lots 109-148, 161-187, 237-505 and 533-536) and future Outlots (Outlots 9, 10, 11, 12, 13, 14, 16, 17, 18 and 19) within Outlot 5 of the Highland Estates Subdivision as shown on **Exhibit 1**. These properties are located in a portion of U.S. Public Land Survey Sections 22 and 23, Township 1 North, Range 22 East in the Village of Pleasant Prairie and are hereinafter referred to as the "DEVELOPMENT".
- c. Requirements within the DEVELOPMENT:
  - (i) The DEVELOPMENT shall be in compliance with all Federal, State, County and Village Ordinances and regulations except as expressly modified in subsection (d) below.
  - (ii) The DEVELOPMENT shall be in compliance with the *Declaration of Conditions, Covenants, Restrictions and Easements for Highland Estates Single Family* as may be amended from time to time, to be recorded at the Kenosha County Register of Deeds Office. In addition, Sub-Area 1 as shown on **Exhibit 1** is subject to the Memorandum of Understanding between ZL River Development LLC and Devonshire Homeowner's Association as referenced in said Declarations.
  - (iii) All Required Public and Private Improvements for the DEVELOPMENT shall be installed and constructed by the Developer and inspected and approved by the Village pursuant to the Development Agreements and Exhibits that will be entered into between the Village and the Developer.

- (iv) The DEVELOPMENT shall be designed, constructed and maintained in a uniform manner, and shall continue to comply with this PUD, which may be amended from time to time regardless of property ownership.
- d. Specific Modifications to the Village Ordinance and Regulations and Specific Requirements for the DEVELOPMENT:
  - (i) Section 420-109 related to the R-4.5 Urban Single Family Residential District regulations is amended to read as follows:
    - A. Primary purpose and characteristics. The DEVELOPMENT will provide for a variety of single family residential lots that does not exceed 3.2 dwelling units per net acre provided that the lot area and average lot area meet the minimum requirements of this PUD Ordinance.
    - B. Principal uses.
      - (1) One single-family dwelling per lot, which shall include a private garage attached to the dwelling pursuant to the requirements of this PUD Ordinance.
      - ~~(2) Foster family homes having fewer than four foster children and not exceeding eight total occupants and which are in conformance with all state statutory requirements.~~
      - ~~(3) Essential services.~~
    - C. Accessory uses.
      - (1) No more than one detached gazebo/ pergola less than 150 square feet per § 420-86 of the Village Zoning Ordinance and as amended in subsection d. (v) of this PUD Ordinance. No other detached accessory building pursuant to § 420-86 are allowed within this DEVELOPMENT.
      - (2) Home occupations per Article VII of Chapter 420 of the Village Zoning Ordinance.
      - (3) Driveways as amended in subsection d. (ii) of this PUD Ordinance.
      - (4) Inground swimming pools and hot tubs pursuant to Article XII of Chapter 420 of the Village Zoning Ordinance and as amended in subsection d. (iv) of this PUD Ordinance.
      - (5) Fences per Article XI of Chapter 420 of the Village Zoning Ordinance and as amended in subsection d. (v) of this PUD Ordinance.
      - (6) Decks and porches per § 420-87 of the Village Zoning Ordinance and as amended in subsection d. (vi) of this PUD Ordinance.
      - (7) Sport courts per § 420-88 of the Village Zoning Ordinance.

- (8) Residential communication structures per § 420-90 of the Village Zoning Ordinance and as amended in subsection d. (vii) of this PUD Ordinance.
  - (9) Solar energy system for individual users per § 420-88.2. 2 of the Village Zoning Ordinance.
  - (10) Patios or sidewalks/walkways per subsection d. (viii) of this PUD Ordinance.
- D. Reserved.
- E. Unclassified uses. Any use not specifically listed as a permitted use or conditional use shall be prohibited except as may be otherwise provided elsewhere in this Ordinance or Chapter 420 of the Village Zoning Ordinance. If a determination as to the classification of use is needed, the request shall be submitted to the Village Zoning Administrator for determination. The Zoning Administrator shall make written findings supporting any such decision.
- F. Lot area, width and depth. A variety of lot sizes are allowed within the DEVELOPMENT that allows for a variety of building designs and sizes. **Exhibits 1 and 2** illustrates 9 Sub-Areas and each Sub-Area shall meet the following minimum lot area, minimum width (frontage adjacent to the public street) and minimum depth requirements:
- (1) Sub-Area 1:
    - (a) Lot Area: 15,000 square feet minimum with an average lot size of not less than 17,000 square feet.
    - (b) Lot Width: 80 feet minimum, unless located on a cul-de-sac in which case the lot width may be reduced to 55 feet, provided there is at least 80 feet of width at the required street setback.
    - (c) Lot Depth: 125 feet minimum.
  - (2) Sub-Area 2:
    - (a) Lot Area: 10,000 square feet minimum with an average lot size of not less than 13,000 square feet.
    - (b) Lot Width: 80 feet minimum, unless located on a cul-de-sac in which case the lot width may be reduced to 60 feet, provided there is at least 80 feet of width at the required street setback.
    - (c) Lot Depth: 125 feet minimum.
  - (3) Sub-Area 3:
    - (a) Lot Area: 6,900 square feet minimum with an average lot size of not less than 8,800 square feet.
    - (b) Lot Width: 60 feet minimum, unless located on a cul-de-sac in which case the lot width may be reduced to

48 feet, provided there is at least 60 feet of width at the required street setback.

- (c) Lot Depth: 115 feet minimum.
- (4) Sub-Area 4:
  - (a) Lot Area: 8,000 square feet minimum with an average lot size of not less than 10,600 square feet.
  - (b) Lot Width: 75 feet minimum, except Lots 134-142 and 287 which shall have a minimum lot width of 70 feet and lots located on a cul-de-sac may be reduced to 55 feet of width, provided there is at least 75 feet of width at the required street setback.
  - (c) Lot Depth: 115 foot minimum except for Lots 300-310 adjacent to the ATC transmission lines shall have a minimum depth of 125 feet.
- (5) Sub-Area 5:
  - (a) Lot Area: 6,900 square feet minimum with an average lot size of not less than 8,200 square feet.
  - (b) Lot Width: 60 feet minimum.
  - (c) Lot Depth: 115 foot minimum except for Lots 311-322 adjacent to the ATC transmission lines shall have a minimum depth of 125 feet.
- (6) Sub-Area 6:
  - (a) Lot Area: 9,400 square feet minimum with an average lot size of not less than 11,000 square feet.
  - (b) Lot Width: 80 feet minimum.
  - (c) Lot Depth: 125 foot minimum.
- (7) Sub-Area 7:
  - (a) Lot Area: 7,200 square feet minimum with an average lot size of not less than 8,600 square feet.
  - (b) Lot Width: 60 feet minimum, unless located on a cul-de-sac in which case the lot width may be reduced to 48 feet, provided there is at least 60 feet of width at the required street setback.
  - (c) Lot Depth: 115 feet minimum.
- (8) Sub-Area 8:
  - (a) Lot Area: 8,100 square feet minimum with an average lot size of not less than 10,900 square feet.
  - (b) Lot Width: 75 feet minimum, except Lots 387, 432 and 434 shall have a minimum width of 70 feet.

- (c) Lot Depth: 125 feet minimum, except Lots 386-397 and 431-435 shall have a minimum depth of 115 feet.
- (9) Sub-Area 9:
  - (a) Lot Area: 12,500 square feet minimum with an average lot size of not less than 16,000 square feet.
  - (b) Lot Width: 80 feet minimum, unless located on a cul-de-sac in which case the lot width may be reduced to 50 feet, provided there is at least 80 feet of width at the required street setback.
  - (c) Lot Depth: 125 feet minimum.
- G. Design standards. Examples of dwellings that meet the requirements set forth in this PUD Ordinance for Sub Areas 3, 4, 5 and 7 are attached as **Exhibit 3**. Note, these examples are for illustration purposes only and actual dwellings may differ but shall adhere to the requirements set forth within this PUD Ordinance.
  - (1) No dwelling or parts of a dwelling shall exceed 35 feet in height.
  - (2) Floor area excluding a garage, decks, porches and basement:
    - (a) Sub-Areas 1 and 9:
      - [1] Minimum First Floor Area: 1,000 square feet.
      - [2] Minimum Total Floor Area: 1,800 square feet.
      - [3] Maximum Total Floor Area: none.
    - (b) Sub Areas 2 and 8:
      - [1] Minimum First Floor Area: 900 square feet.
      - [2] Minimum Total Floor Area: 1,600 square feet.
      - [3] Maximum Total Floor Area: none.
    - (c) Sub Areas 4 and 6:
      - [1] Minimum First Floor Area: 900 square feet.
      - [2] Minimum Total Floor Area: 1,500 square feet.
      - [3] Maximum Total Floor Area: none.
    - (d) Sub Areas 3, 5 and 7:
      - [1] Minimum First Floor Area: 900 square feet.
      - [2] Minimum Total Floor Areas: 1,300 square feet.
      - [3] Maximum Total Floor Area for a single-story ranch: 2,000 square feet.
      - [4] Maximum Total Floor Area for a two-story or split level: ~~2,625~~ 2,650 square feet.

- (3) Attached garage requirements:
  - (a) Each dwelling unit is required to have a minimum of a 1-car attached garage.
  - (b) Sub-Areas 1 and 9: One (1) 3-car attached garage maximum.
  - (c) Sub-Areas 2, 4 and 8: One (1) 2-car attached garage maximum wherein the overhead garage doors face a public street or one (1) 3-car attached garage maximum wherein provided that the overhead garage doors area that faces a public street shall not exceed more than 55% of the front street facing façade. ~~do not face a public street (side loaded garage).~~
  - (d) Sub-Areas 3, 4, 5, 6 and 7: One (1) 2-car attached garage maximum; provided that the overhead garage door area that faces a public street shall not exceed more than 55% of the front street facing façade.
- (4) All dwellings shall have a full habitable basement with a minimum height of 8 feet and a split-level home is allowed. Crawl space and slab on grade foundations are not allowed.
- (5) Placement of each dwelling shall provide for proper drainage away from the foundation and shall accommodate drainage on and through the existing property by not negatively affecting the existing drainage patterns or the capabilities of draining the abutting properties.
- (6) The front facade of the dwelling shall be placed parallel to the street property line, unless it is determined by the Zoning Administrator even with a reduction in the dwelling size, that the aesthetics, dwelling configuration, layout of the neighboring dwellings, curve of the road or environmental features on the lot prohibit the dwelling from being placed parallel to the street property line. Placing a dwelling at a 45-degree angle on a corner lot shall not be allowed.
- (7) The entire front door of the dwelling is required to be visible to and facing the street.
- (8) For all one-story dwellings, the length-to-width ratio of the dwelling unit (excluded are decks, porches, bay windows, chimneys and any projections less than 25 square feet), as measured at the foundation, shall not be greater than two to one (i.e., the length shall not be more than twice the width). The length of the dwelling unit is that side of the dwelling that is the longest, and the width is that side of the dwelling, which is the shortest, as shown in Illustration 5 in Appendix A of Chapter 420, Village Zoning Ordinance.

- (9) The minimum width of the short side of a dwelling unit shall be 26 feet, as measured at the foundation (excluded are decks, porches, bay windows, chimneys and any projections less than 25 square feet). The width is that side of the dwelling which is the shortest as shown in Illustration 5 in Appendix A of Chapter 420, Village Zoning Ordinance.
  - (10) The main roof of the dwelling shall have a minimum roof pitch of ~~6:12~~ 5:12, and the eaves on the main roof shall extend beyond the nearest vertical wall a minimum of one foot, or the roof pitch and/or eave length may be reduced as approved by the Village Zoning Administrator.
  - (11) Permitted roof surface materials (including attached garage) include wood shakes, asphalt, fiberglass, composite or wood shingles, clay tiles, concrete tiles, slate or other appropriate roofing material as may be approved by the Village Zoning Administrator. Metal standing seam and a flat rolled metal roofing system shall not be allowed as a dwelling's primary roofing material.
  - (12) Permitted exterior materials (including attached garage) include brick, stone, wood, masonry, concrete, aluminum or vinyl siding or other appropriate siding material as may be approved by the Village Zoning Administrator. The exterior siding shall extend to the top of the foundation and be within six inches above the final grade. EFIS/Stucco may be allowed as an accent material only as approved by the Zoning Administrator. In addition, each façade shall include a minimum of two (2) windows that are similar in size to other windows on the dwelling; windowless elevations shall not be allowed.
  - (13) All exterior additions or alterations shall be constructed of the same or complementary colors and materials and in the same architectural style as the dwelling.
  - (14) Monotonous architectural, color, building elevation and appearance within the DEVELOPMENT shall be avoided. No neon, primary or garish colors shall be allowed.
- H. Setback requirements for the principal dwelling provided said structure is not located within any easements.
- (1) Street setback:
    - (a) 93<sup>rd</sup> Street and STH 165 (104<sup>th</sup> Street): 50 feet minimum.
    - (b) Cooper Road, 57<sup>th</sup> Avenue, 62<sup>nd</sup> Avenue, 63<sup>rd</sup> Avenue, 49<sup>th</sup> Court and 51<sup>st</sup> Court; Main Street: 30 feet minimum.

- (c) All other streets: 25 feet minimum; except for Lots 22 and 23 which shall be a minimum of 20 feet.
- (2) Side setback:
  - (a) Sub-Areas 1, 2, 4, 6, 8 and 9: 10 feet minimum.
  - (b) Sub-Areas 3, 5 and 7: eight (8) feet minimum.
- (3) Rear setback: 25 feet minimum.
- (4) Wetland setback: 25 feet minimum from any wetlands on the lot.
- (5) Shore setback: 25 feet minimum from the ordinary high-water mark of any navigable waterway.
- I. Authorized sanitary sewer system. See § 420-32 of the Village Zoning Ordinance.
- J. Authorized water supply system. See § 420-33 of the Village Zoning Ordinance.
- (ii) Section 420-46 related to driveways is amended to read as follows:
  - 46. Driveways. All driveways installed, altered, changed, replaced, or extended shall meet the following requirements:
    - A. Width. The minimum width of a driveway shall be 12 feet, and the driveway shall not exceed 24 feet in width at the property line. In no case shall a driveway extend into the right-of-way so as to cross the extension of the side property lines as extended into the right-of-way. In addition, the driveway on the property shall only be wide enough to provide access to the overhead garage doors. A separate parking area is not allowed on any property within the DEVELOPMENT.
    - B. Setback. Driveways shall be a minimum of five (5) feet from the side or rear property lines provided that the driveway is not located within any easements unless expressly allowed in writing by the easement holder.
    - C. Driveway restrictions in relation to intersections.
      - (1) No direct driveway access shall be allowed onto 93<sup>rd</sup> Street and STH 165 (104<sup>th</sup> Street).
      - (3) No direct driveway access is allowed on Cooper Road for corner lots identified as Lots 59, 66, 78, 108, 132 and 272.
      - (4) No direct driveway access is allowed on 57<sup>th</sup> Avenue for corner lots identified as Lots 161, 178, 179, 271, 311, 322, 323 and 334.
      - (5) No direct driveway access is allowed on Main Street for corner lots identified as Lots 435, 436, 493, 505, 533 and 534.

- (6) No direct driveway access is allowed on 62<sup>nd</sup> Avenue for corner lots identified as Lots 382, 385, 397, 398, 417, 430 and 431.
  - (7) No direct driveway access is allowed on 62<sup>nd</sup> Avenue for the through lots identified as Lots 383 and 384.
  - (8) Spacing between driveways and intersections of 93<sup>rd</sup> Street, STH 165 (104<sup>th</sup> Street), Main Street and Cooper Road roadways. No direct driveway access shall be permitted within 150 feet, as measured from the center line of the roadway to the center line of the driveway, except where a lot has insufficient frontage to meet this requirement, then the Zoning Administrator may allow the driveway to be placed as far from the intersection as practically possible.
  - (9) Spacing between driveways and intersections of all other Village roadways. No direct driveway access shall be permitted within 100 feet, as measured from the center line of the roadway to the center line of the driveway, except where a lot has insufficient frontage to meet this requirement, then the Zoning Administrator may allow the driveway to be placed as far from the intersection as practically possible.
- D. Number of driveways. All lots shall only be allowed one (1) driveway access to service the property.
- (iii) Section 420-81 related to standards for a fence is amended as follows:
81. Standards for fences.
    - A. Residential fences. A residential fence is used to provide enclosure of a portion of the property for security and is subject to the following requirements:
      - (1) Fence material and style. Only an open picket type of fence with spacing between vertical pickets to be a minimum of 2 inches but not more than 3 inches. Stockade, board on board, or solid privacy fences are not allowed. Said fence may be constructed of brick, field stone, wrought iron, decorative aluminum, vinyl, or other appropriate material as may be approved by the Zoning Administrator; however, a residential fence shall not be constructed of wood, chain link, wire, corrugated metal or other metal panels and shall not be an agricultural field fence or electric fence and shall not incorporate razor or barbed wire.
      - (2) A fence may be located in the side yard, rear yard or rear street yard provided that the fence is not located within any easements unless expressly allowed in

writing by the easement holder. Said fence shall not be located within a street yard or a side street yard.

- (3) A fence may be placed within a wetland, provided that there is minimal disturbance to the wetlands and the soil from the post holes shall not be placed in the wetlands.
  - (4) A fence shall not be higher than five (5) feet. The fence height shall include all elevations, including berms, above the overall standard grade of the property, including architectural finials.
  - (5) A fence shall not block, redirect or cause a drainage problem for adjacent or downstream properties.
  - (6) A fence shall be in compliance with any structural requirements of any local, county and state codes and shall be designed and constructed to resist any wind load.
  - (7) All structural and support components of a fence shall face away from adjacent properties and public rights-of-way.
- (iv) Section 420-84 related to standards for swimming pools and hot tubs shall be amended to read as follows:
- 420-84 Standards for an inground swimming pool and hot tub:
- A. All reasonable precautions should be taken by the property owner(s) to protect the users of the swimming pool from injury or accident. Convenient means of ingress and egress should be provided, and the depth of the water and any irregularities in the bottom should be clearly indicated. Safety equipment, such as but not limited to life buoys, life hooks and first aid kits, should be provided and be readily accessible.
  - B. An inground swimming pool shall not be filled with any amount of water until the required swimming pool enclosure pursuant to Subsection E has been properly installed and Village inspected.
  - C. An inground swimming pool/hot tub shall not be located within a front street yard or side street yard.
  - D. Setbacks including and pumps, filters, pool water disinfection equipment or other accessories provided the swimming pool or hot tub is not located within any easements:
    - (1) Side and rear setbacks: 10 feet minimum.
    - (2) Rear street setback: 30 feet minimum.
    - (3) Setback to the dwelling:

- (a) Inground pool: 10 feet minimum
      - (b) Hot Tub: two (2) feet minimum and located on a deck or patio.
    - (4) Shore setback: 25 feet minimum from the ordinary high-water mark of any navigable water way.
    - (5) Wetland setback: minimum of 25 feet from any wetlands on the property.
  - E. A four-foot-high minimum and five-foot high maximum residential fence that completely surrounds an inground swimming pool shall be installed pursuant to the fence requirements of the PUD Ordinance. In addition, any gate opening in the fence shall be equipped with a self-closing and self-locking mechanism.
  - F. For hot tubs only: A fitted cover that is capable of supporting a minimum of 100 pounds shall be securely fastened to the outer edge of the hot tub.
- (v) Section 420-86 B related to standards for detached accessory gazebo is amended to read as follows:
- B. Standards for detached accessory gazebo/pergola:
    - (1) One detached gazebo/pergola shall be allowed per property.
    - (2) A gazebo/pergola shall not exceed 150 square feet area and shall not exceed 15 feet in height as measured from the grade at the base of the structure to the highest roof ridge.
    - (3) A gazebo/pergola shall only be located in a side yard, rear yard or rear street yard on a deck or a patio and further provided that the gazebo/pergola is securely bolted or attached to the patio or deck.
    - (4) Setback requirements provided said structure is not located within any easements:
      - (a) Side and rear setbacks: 10 feet minimum.
      - (b) Wetland setback: 25 feet from any wetlands on the property.
      - (c) Shoreland setback: 25 feet minimum from the ordinary high-water mark of a navigable waterway.
      - (d) Setback to dwelling:
        - [1] A gazebo/pergola without an asphalt roof may be constructed with a zero foot setback from the principal structure, provided that the roof of the principal structure and the gazebo/pergola roof do not overlap each other.

- [2] A gazebo/ pergola with an asphalt roof shall be setback a minimum of 10 feet from the dwelling.
    - [3] A gazebo/ pergola attached to the principal structure is considered a porch and shall follow the requirements of Section 420-87 of the Village Zoning Ordinance and as amended in Section d (vi) of this PUD Ordinance.
  - (5) A gazebo/ pergola shall not be used for human habitation or animal shelter.
- (vi) Section 420-87 B related to setback requirements for decks, porches, steps and stairs is amended to read as follows:
  - B. Setback requirements provided the structure is not located within any easements.
    - (1) Street **and side** setbacks: shall meet the minimum setback requirements for the principal building pursuant to this PUD Ordinance (see subsection d (i)).
    - (2) ~~Side and rear~~ **Rear** setback: 10 feet minimum, provided that the structure is not located within any easements.
    - (3) Wetland setback: 10 feet minimum from wetlands on the property.
    - (4) Shore setback: 10 feet minimum from the ordinary high-water mark of a navigable waterway.
- (vii) Section 420-90 B related to residential communication structures standards is amended to read as follows:
  - B. Satellites and/or digital dishes attached to the permitted principal structure that do not exceed 24 inches in diameter; but in no instance shall the height exceed three (3) feet above the roofline of said structure as measured from the roof ridge to the highest point of the satellite and/or digital dish any additional aerials or projections. No more than two such structures may be attached to the permitted principal dwelling. A free-standing satellite and/or digital dish is prohibited with the DEVELOPMENT.
- (viii) Section 420-139 B (1) (s) related to sidewalks and patios is amended to read as follows:
  - (s) Patios or sidewalks/ walkways are allowed in the side, rear and rear street yard provided that they meet the same setback requirements of a deck or porch pursuant to this PUD Ordinance. Sidewalks/ walkways leading from the driveway or the public street to the front door of the dwelling is allowed provided the width does not exceed three (3) feet, unless expressly approved by the Zoning Administrator.

- (ix) Section 420-76 Z related to Single-family/two-family residential development identification sign is amended to read as follows:

Z. Single-family/two-family residential development identification sign.

- (1) Maximum number: one sign may be permitted per entrance to the DEVELOPMENT from 93<sup>rd</sup> Street and 104<sup>th</sup> Street on any adjacent Lot or Outlot within the DEVELOPMENT.
- (2) Minimum setback: five feet from any property line adjacent to 93<sup>rd</sup> Street, Cooper Road or STH 165 and 2 feet from any property line adjacent to other non-arterial streets provided that said signs are not located within a vision triangle.
- (3) Maximum height: six feet.
- (4) Maximum display area: 24 square feet per face.
- (5) Landscaping shall extend a minimum of three feet in every direction from the base or other support structure of the sign.
- (6) May be illuminated.
- (7) May be placed on a solid-appearing decorative base which supports a minimum of 75% of the display of the sign constructed of materials that complement the materials used in the development as approved by the Zoning Administrator.

- (x) Section 420-76 CC related to Temporary Development Signs is amended to read as follows:

CC. Temporary development sign.

- (1) Permitted in any Outlot within the DEVELOPMENT.
- (2) Maximum number: one sign per Outlot, unless additional signs are expressly approved by the Zoning Administrator.
- (4) Maximum area: 48 square feet per face.
- (5) Maximum height: 10 feet.
- (7) Maximum duration: two years, and an extension may be permitted for a period not to exceed five years total.
- (8) Minimum setback: 15 feet from any public street or highway right-of-way line.
- (9) May be illuminated.

e. Amendments

- (i) The PUD regulations for said DEVELOPMENT may be amended pursuant to Section 420-13 of the Village Zoning Ordinance.
- (ii) The Zoning Administrator has the discretion to approve minor changes, adjustments and additions to this PUD ordinance document without the need for Village Plan Commission and Village Board review and approval.

Highland Estates Single Family  
Planned Unit Development

**Adopted this 9<sup>th</sup> day of March 2026.**

VILLAGE OF PLEASANT PRAIRIE

ATTEST:

\_\_\_\_\_  
David J. Klimisch  
Village President

\_\_\_\_\_  
Jane C. Snell  
Village Clerk

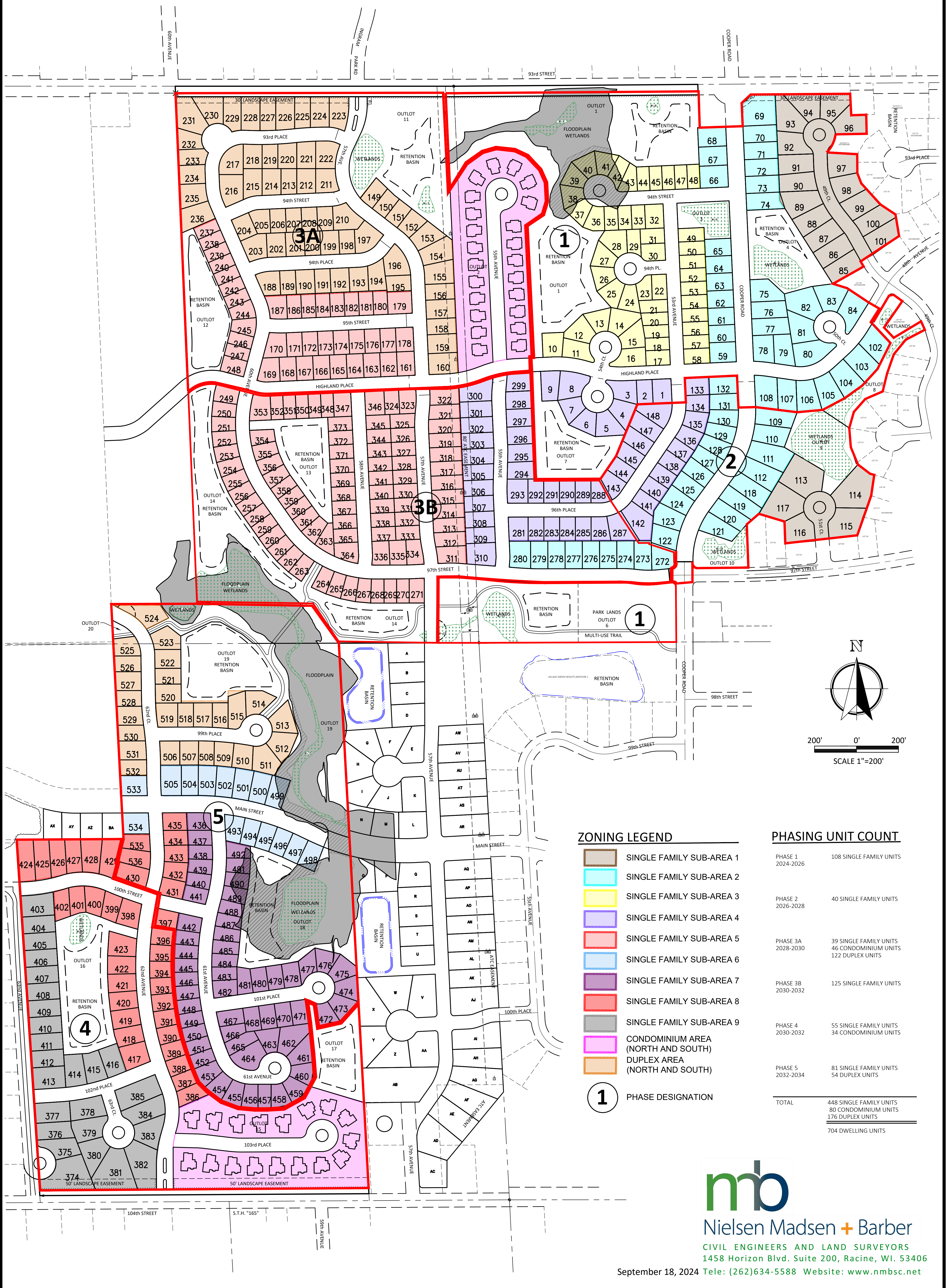
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11-Highland Estates SF PUD Amend.doc

# HIGHLAND ESTATES

## PHASING PLAN (PUD ZONING SUB-AREAS)

ARBOR ESTATES GROUP, LLC



### ZONING LEGEND

- SINGLE FAMILY SUB-AREA 1
- SINGLE FAMILY SUB-AREA 2
- SINGLE FAMILY SUB-AREA 3
- SINGLE FAMILY SUB-AREA 4
- SINGLE FAMILY SUB-AREA 5
- SINGLE FAMILY SUB-AREA 6
- SINGLE FAMILY SUB-AREA 7
- SINGLE FAMILY SUB-AREA 8
- SINGLE FAMILY SUB-AREA 9
- CONDOMINIUM AREA (NORTH AND SOUTH)
- DUPLEX AREA (NORTH AND SOUTH)

### 1 PHASE DESIGNATION

### PHASING UNIT COUNT

PHASE	DATE RANGE	UNIT COUNT
PHASE 1	2024-2026	108 SINGLE FAMILY UNITS
PHASE 2	2026-2028	40 SINGLE FAMILY UNITS
PHASE 3A	2028-2030	39 SINGLE FAMILY UNITS 46 CONDOMINIUM UNITS 122 DUPLEX UNITS
PHASE 3B	2030-2032	125 SINGLE FAMILY UNITS
PHASE 4	2030-2032	55 SINGLE FAMILY UNITS 34 CONDOMINIUM UNITS
PHASE 5	2032-2034	81 SINGLE FAMILY UNITS 54 DUPLEX UNITS
<b>TOTAL</b>		<b>448 SINGLE FAMILY UNITS 80 CONDOMINIUM UNITS 176 DUPLEX UNITS 704 DWELLING UNITS</b>

EXHIBIT 2

<b>HIGHLAND ESTATES SINGLE FAMILY LOTS</b>			
<b>Sub-Area 1</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 100	15,453	0.36	80.29
Parcel : 101	15,030	0.35	96.53
Parcel : 113	27,720	0.636	86.63
Parcel : 114	28,195	0.647	65.57
Parcel : 115	20,362	0.467	159.38
Parcel : 116	16,599	0.381	156.92
Parcel : 117	24,941	0.573	63.25
Parcel : 85	15,461	0.36	94.65
Parcel : 86	15,881	0.37	89.97
Parcel : 87	15,266	0.35	89.93
Parcel : 88	15,157	0.35	82.00
Parcel : 89	18,529	0.39	68.15
Parcel : 90	15,001	0.39	91.85
Parcel : 91	15,100	0.35	84.09
Parcel : 92	15,013	0.35	112.70
Parcel : 93	18,924	0.43	57.80
Parcel : 94	15,248	0.35	58.65
Parcel : 95	15,214	0.35	57.79
Parcel : 96	15,481	0.36	57.25
Parcel : 97	15,019	0.35	124.26
Parcel : 98	15,362	0.35	130.01
Parcel : 99	15,078	0.35	105.03
<b>Average Lot Size Sub-Area 1</b>	<b>17,456</b>	<b>0.40</b>	<b>22</b>
<b>Sub-Area 2</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 59	12,010	0.28	96.00
Parcel : 60	10,285	0.24	82.21
Parcel : 61	10,286	0.24	82.21
Parcel : 62	10,286	0.24	82.21
Parcel : 63	10,286	0.24	82.21
Parcel : 64	10,286	0.24	82.21
Parcel : 65	10,286	0.24	82.21
Parcel : 66	14,045	0.33	104.73
Parcel : 67	12,235	0.28	91.23
Parcel : 68	12,288	0.28	90.26
Parcel : 69	22,756	0.52	140.56
Parcel : 70	12,826	0.29	80.00
Parcel : 71	12,826	0.29	80.00

Parcel : 72	12,826	0.29	80.00
Parcel : 73	13,039	0.30	81.33
Parcel : 74	13,704	0.32	80.00
Parcel : 75	14,491	0.33	106.80
Parcel : 76	13,494	0.31	80.00
Parcel : 77	14,190	0.33	80.00
Parcel : 78	12,722	0.29	100.41
Parcel : 79	13,199	0.30	101.07
Parcel : 80	18,160	0.42	87.51
Parcel : 81	15,447	0.35	100.09
Parcel : 82	19,319	0.44	60.30
Parcel : 83	15,349	0.35	66.30
Parcel : 84	15,941	0.37	122.65
Parcel : 102	15,567	0.36	118.28
Parcel : 103	16,229	0.37	104.51
Parcel : 104	16,127	0.37	90.00
Parcel : 105	15,042	0.35	82.76
Parcel : 106	15,072	0.35	83.42
Parcel : 107	13,698	0.31	91.41
Parcel : 108	16,492	0.38	109.29
Parcel : 109	14,838	0.38	80.00
Parcel : 110	14,494	0.33	80.00
Parcel : 111	20,278	0.47	80.00
Parcel : 112	17,993	0.41	80.00
Parcel : 118	16,388	0.38	80.00
Parcel : 119	15,124	0.35	80.00
Parcel : 120	14,082	0.32	80.00
Parcel : 121	13,988	0.32	99.71
Parcel : 122	11,911	0.27	95.24
Parcel : 123	13,139	0.30	80.00
Parcel : 124	12,465	0.29	80.00
Parcel : 125	11,017	0.25	80.00
Parcel : 126	11,150	0.26	80.00
Parcel : 127	10,555	0.24	80.00
Parcel : 128	10,427	0.24	85.62
Parcel : 129	10,100	0.23	83.50
Parcel : 130	10,039	0.23	83.50
Parcel : 131	10,322	0.24	80.00
Parcel : 132	11,265	0.26	84.00
Parcel : 272	12,372	0.28	80.00
Parcel : 273	11,561	0.27	84.83
Parcel : 274	10,900	0.25	82.26
Parcel : 275	10,838	0.25	82.14
Parcel : 276	10,838	0.25	82.14
Parcel : 277	10,838	0.25	82.14
Parcel : 278	10,838	0.25	82.14
Parcel : 279	10,814	0.25	82.16

Parcel : 280	12,786	0.29	102.46
<b>Average Lot Size Sub-Area 2</b>	<b>13,314</b>	<b>0.31</b>	<b>61</b>
<b>Sub-Area 3</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 10	11,265	0.26	90.08
Parcel : 11	11,844	0.27	93.94
Parcel : 12	12,190	0.28	56.82
Parcel : 13	10,234	0.24	56.87
Parcel : 14	13,699	0.31	56.86
Parcel : 15	12,004	0.28	61.05
Parcel : 16	12,291	0.28	101.91
Parcel : 17	8,280	0.19	72.00
Parcel : 18	6,900	0.16	60.00
Parcel : 19	7,125	0.16	60.00
Parcel : 20	7,574	0.17	60.00
Parcel : 21	8,023	0.18	60.00
Parcel : 22	8,574	0.20	70.47
Parcel : 23	7,559	0.17	78.57
Parcel : 24	10,305	0.24	50.86
Parcel : 25	10,781	0.25	50.86
Parcel : 26	9,366	0.22	50.86
Parcel : 27	10,092	0.23	50.86
Parcel : 28	12,618	0.29	50.85
Parcel : 29	7,603	0.18	71.63
Parcel : 30	9,258	0.21	82.14
Parcel : 31	8,280	0.19	72.00
Parcel : 32	10,158	0.23	88.33
Parcel : 33	7,411	0.17	64.45
Parcel : 34	7,412	0.17	64.45
Parcel : 35	7,496	0.17	64.44
Parcel : 36	9,370	0.22	54.47
Parcel : 37	9,134	0.21	49.33
Parcel : 38	9,134	0.21	49.33
Parcel : 39	9,134	0.21	49.33
Parcel : 40	9,134	0.21	49.33
Parcel : 41	9,099	0.21	49.33
Parcel : 42	8,233	0.19	81.89
Parcel : 43	8,529	0.20	98.61
Parcel : 44	6,900	0.16	60.00
Parcel : 45	6,900	0.16	60.00
Parcel : 46	6,900	0.16	60.00
Parcel : 47	6,900	0.16	60.00
Parcel : 48	6,900	0.16	60.00
Parcel : 49	7,909	0.18	63.76

Parcel : 50	7,909	0.18	63.76
Parcel : 51	7,909	0.18	63.76
Parcel : 52	7,909	0.18	63.76
Parcel : 53	7,909	0.18	63.76
Parcel : 54	7,909	0.18	63.76
Parcel : 55	7,909	0.18	63.76
Parcel : 56	7,909	0.18	63.76
Parcel : 57	7,906	0.18	63.76
Parcel : 58	8,928	0.20	72.00
<b>Average Lot Size Sub-Area 3</b>	<b>8,872</b>	<b>0.20</b>	<b>49</b>
<b>Sub-Area 4</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 1	10,472	0.24	90.27
Parcel : 2	8,700	0.20	75.00
Parcel : 3	12,184	0.28	95.12
Parcel : 4	11,588	0.27	59.16
Parcel : 5	12,897	0.30	56.53
Parcel : 6	10,267	0.24	56.86
Parcel : 7	10,042	0.23	61.05
Parcel : 8	15,594	0.36	105.50
Parcel : 9	12,034	0.28	94.66
Parcel : 133	9,660	0.22	84.00
Parcel : 134	9,002	0.21	70.47
Parcel : 135	9,668	0.22	70.00
Parcel : 136	9,260	0.21	70.00
Parcel : 137	8,088	0.19	70.33
Parcel : 138	8,625	0.20	75.00
Parcel : 139	8,625	0.20	75.00
Parcel : 140	8,625	0.20	75.00
Parcel : 141	8,512	0.20	71.92
Parcel : 142	17,202	0.40	70.00
Parcel : 143	9,191	0.21	106.75
Parcel : 144	8,970	0.21	78.00
Parcel : 145	9,604	0.22	78.00
Parcel : 146	10,874	0.25	78.00
Parcel : 147	12,131	0.28	78.00
Parcel : 148	13,241	0.30	133.15
Parcel : 281	10,651	0.25	95.02
Parcel : 282	8,625	0.20	75.00
Parcel : 283	8,625	0.20	75.00
Parcel : 284	8,625	0.20	75.00
Parcel : 285	8,625	0.20	75.00
Parcel : 286	9,774	0.22	75.00
Parcel : 287	13,836	0.32	72.40

Parcel : 288	8,618	0.20	103.78
Parcel : 289	8,625	0.20	75.00
Parcel : 290	8,625	0.20	75.00
Parcel : 291	8,625	0.20	75.00
Parcel : 292	8,625	0.20	75.00
Parcel : 293	11,421	0.26	97.79
Parcel : 294	11,062	0.25	79.60
Parcel : 295	10,846	0.25	84.12
Parcel : 296	10,724	0.25	84.00
Parcel : 297	10,724	0.25	84.00
Parcel : 298	10,680	0.25	84.09
Parcel : 299	10,710	0.25	88.18
Parcel : 300	14,307	0.33	115.27
Parcel : 301	11,475	0.26	75.01
Parcel : 302	11,475	0.26	75.00
Parcel : 303	11,475	0.26	75.00
Parcel : 304	11,332	0.26	75.63
Parcel : 305	10,959	0.25	75.13
Parcel : 306	10,600	0.24	75.11
Parcel : 307	10,500	0.24	75.00
Parcel : 308	10,500	0.24	75.00
Parcel : 309	10,500	0.24	75.00
Parcel : 310	14,609	0.34	113.40
<b>Average Lot Size Sub-Area 4</b>	<b>10,561</b>	<b>0.25</b>	<b>55</b>
<b>Sub-Area 5</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 161	9,672	0.22	84.11
Parcel : 162	9,200	0.21	80.00
Parcel : 163	9,200	0.21	80.00
Parcel : 164	9,200	0.21	80.00
Parcel : 165	9,200	0.21	80.00
Parcel : 166	9,200	0.21	80.00
Parcel : 167	9,200	0.21	80.00
Parcel : 168	9,200	0.21	80.00
Parcel : 169	10,814	0.25	111.79
Parcel : 170	11,514	0.26	80.47
Parcel : 171	8,559	0.20	74.43
Parcel : 172	8,559	0.20	74.43
Parcel : 173	8,559	0.20	74.43
Parcel : 174	8,559	0.20	74.43
Parcel : 175	8,559	0.20	74.43
Parcel : 176	8,559	0.20	74.43
Parcel : 177	8,560	0.20	74.43
Parcel : 178	9,669	0.22	84.06

Parcel : 179	12,456	0.29	115.78
Parcel : 180	7,887	0.18	68.58
Parcel : 181	7,886	0.18	68.57
Parcel : 182	7,886	0.18	68.57
Parcel : 183	7,886	0.18	68.57
Parcel : 184	7,886	0.18	68.57
Parcel : 185	7,886	0.18	68.57
Parcel : 186	7,886	0.18	68.57
Parcel : 187	10,270	0.24	82.88
Parcel : 237	6,900	0.16	60.00
Parcel : 238	6,900	0.16	60.00
Parcel : 239	6,900	0.16	60.00
Parcel : 240	6,900	0.16	60.00
Parcel : 241	6,900	0.16	60.00
Parcel : 242	6,900	0.16	60.00
Parcel : 243	6,900	0.16	60.00
Parcel : 244	8,596	0.20	92.05
Parcel : 245	8,518	0.20	93.88
Parcel : 246	6,961	0.16	60.00
Parcel : 247	6,955	0.16	60.00
Parcel : 248	8,888	0.20	76.14
Parcel : 249	8,677	0.20	69.01
Parcel : 250	7,796	0.18	62.25
Parcel : 251	7,796	0.18	62.25
Parcel : 252	7,796	0.18	62.25
Parcel : 253	7,796	0.18	62.25
Parcel : 254	7,796	0.18	62.25
Parcel : 255	7,796	0.18	62.25
Parcel : 256	7,796	0.18	62.25
Parcel : 257	7,404	0.17	62.24
Parcel : 258	7,173	0.17	62.25
Parcel : 259	7,158	0.16	62.25
Parcel : 260	7,362	0.17	62.25
Parcel : 261	7,874	0.18	62.25
Parcel : 262	7,874	0.18	62.25
Parcel : 263	7,874	0.18	62.25
Parcel : 264	7,913	0.18	62.59
Parcel : 265	7,594	0.17	60.00
Parcel : 266	7,594	0.17	60.00
Parcel : 267	7,631	0.18	60.29
Parcel : 268	7,127	0.16	60.00
Parcel : 269	6,900	0.16	60.00
Parcel : 270	6,906	0.16	60.00
Parcel : 271	8,415	0.19	72.07
Parcel : 311	11,495	0.26	79.95
Parcel : 312	10,082	0.23	67.89
Parcel : 313	10,286	0.24	67.53

Parcel : 314	10,302	0.24	67.53
Parcel : 315	10,318	0.24	67.53
Parcel : 316	10,334	0.24	67.53
Parcel : 317	10,349	0.24	67.53
Parcel : 318	10,365	0.24	67.53
Parcel : 319	10,381	0.24	67.53
Parcel : 320	10,354	0.24	67.71
Parcel : 321	9,945	0.23	68.08
Parcel : 322	11,307	0.26	80.10
Parcel : 323	9,189	0.21	82.42
Parcel : 324	8,051	0.19	70.00
Parcel : 325	7,824	0.18	62.44
Parcel : 326	7,666	0.18	66.69
Parcel : 327	7,668	0.18	66.68
Parcel : 328	7,668	0.18	66.68
Parcel : 329	7,668	0.18	66.68
Parcel : 330	7,668	0.18	66.68
Parcel : 331	7,668	0.18	66.68
Parcel : 332	7,668	0.18	66.68
Parcel : 333	7,692	0.18	66.74
Parcel : 334	9,165	0.21	81.44
Parcel : 335	9,582	0.22	81.08
Parcel : 336	9,424	0.22	87.21
Parcel : 337	7,668	0.18	66.67
Parcel : 338	7,668	0.18	66.68
Parcel : 339	7,668	0.18	66.68
Parcel : 340	7,668	0.18	66.68
Parcel : 341	7,668	0.18	66.68
Parcel : 342	7,668	0.18	66.68
Parcel : 343	7,668	0.18	66.68
Parcel : 344	7,672	0.18	66.68
Parcel : 345	7,685	0.18	66.89
Parcel : 346	10,615	0.24	92.29
Parcel : 347	9,841	0.23	84.22
Parcel : 348	9,696	0.22	60.00
Parcel : 349	6,911	0.16	60.00
Parcel : 350	6,913	0.16	60.00
Parcel : 351	6,915	0.16	60.00
Parcel : 352	6,917	0.16	60.00
Parcel : 353	6,919	0.16	116.89
Parcel : 354	11,416	0.26	75.00
Parcel : 355	7,688	0.18	75.00
Parcel : 356	7,819	0.18	75.00
Parcel : 357	7,808	0.18	75.00
Parcel : 358	7,772	0.18	60.00
Parcel : 359	6,911	0.16	60.00
Parcel : 360	6,933	0.16	60.00

Parcel : 361	6,956	0.16	70.13
Parcel : 362	7,559	0.17	89.04
Parcel : 363	8,285	0.19	110.62
Parcel : 364	8,723	0.20	103.18
Parcel : 365	7,691	0.18	66.73
Parcel : 366	7,683	0.18	66.70
Parcel : 367	7,685	0.18	66.70
Parcel : 368	7,691	0.18	66.70
Parcel : 369	7,691	0.18	66.70
Parcel : 370	7,691	0.18	66.70
Parcel : 371	7,691	0.18	66.70
Parcel : 372	7,691	0.18	66.70
Parcel : 373	7,672	0.18	66.37
<b>Average Lot Size Sub-Area 5</b>	<b>8,313</b>	<b>0.19</b>	<b>125</b>
<b>Sub-Area 6</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 493	10,508	0.24	100.21
Parcel : 494	9,539	0.22	80.00
Parcel : 495	9,481	0.22	80.00
Parcel : 496	9,481	0.22	80.00
Parcel : 497	9,841	0.23	80.00
Parcel : 498	10,545	0.24	80.04
Parcel : 499	12,396	0.29	80.00
Parcel : 500	12,339	0.28	80.00
Parcel : 501	12,294	0.28	80.00
Parcel : 502	12,260	0.28	80.00
Parcel : 503	12,250	0.28	80.00
Parcel : 504	11,692	0.27	80.00
Parcel : 505	14,256	0.33	95.99
Parcel : 533	12,058	0.28	96.06
Parcel : 534	12,519	0.29	100.30
<b>Average Lot Size Sub-Area 6</b>	<b>11,431</b>	<b>0.26</b>	<b>15</b>
<b>Sub-Area 7</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 436	9,595	0.22	81.68
Parcel : 437	8,126	0.19	71.56
Parcel : 438	7,797	0.18	68.23
Parcel : 439	7,800	0.18	72.66
Parcel : 440	7,784	0.18	73.05
Parcel : 441	8,295	0.19	72.03
Parcel : 442	8,736	0.20	71.65

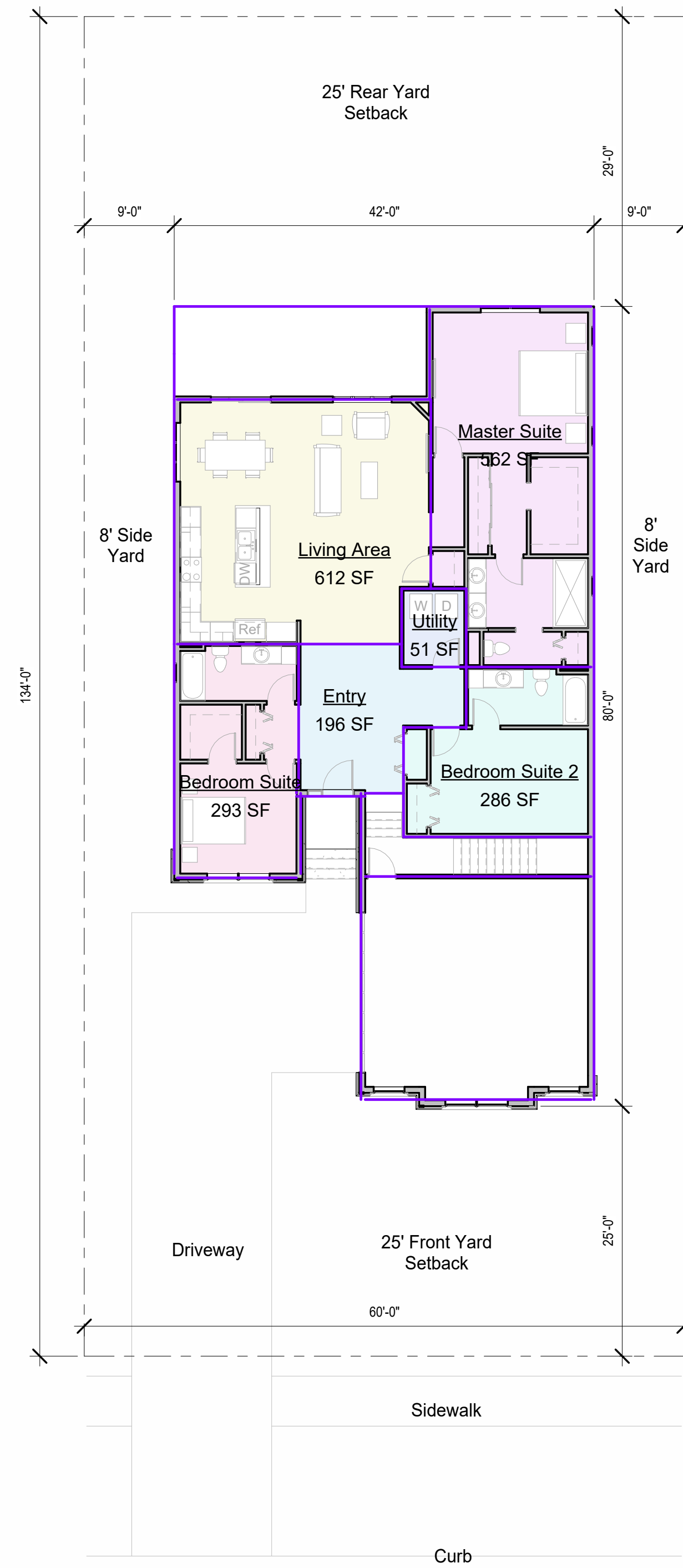
Parcel : 443	7,471	0.17	61.80
Parcel : 444	7,427	0.17	61.80
Parcel : 445	7,427	0.17	61.80
Parcel : 446	7,427	0.17	61.80
Parcel : 447	7,427	0.17	61.80
Parcel : 448	7,427	0.17	61.80
Parcel : 449	7,427	0.17	61.80
Parcel : 450	7,427	0.17	61.80
Parcel : 451	7,427	0.17	61.80
Parcel : 452	7,377	0.17	61.38
Parcel : 453	9,627	0.22	62.22
Parcel : 454	9,165	0.21	61.71
Parcel : 455	9,075	0.21	61.71
Parcel : 456	8,140	0.19	61.83
Parcel : 457	7,203	0.17	62.63
Parcel : 458	8,696	0.20	52.92
Parcel : 459	9,007	0.21	48.01
Parcel : 460	9,058	0.21	48.53
Parcel : 461	11,935	0.27	49.11
Parcel : 462	15,188	0.35	49.52
Parcel : 463	10,100	0.23	49.59
Parcel : 464	15,145	0.35	134.57
Parcel : 465	9,454	0.22	61.53
Parcel : 466	7,258	0.17	80.09
Parcel : 467	8,967	0.21	72.43
Parcel : 468	8,701	0.20	75.66
Parcel : 469	8,701	0.20	75.66
Parcel : 470	8,701	0.20	75.66
Parcel : 471	8,723	0.20	75.73
Parcel : 472	8,822	0.20	57.96
Parcel : 473	9,897	0.23	51.00
Parcel : 474	9,966	0.23	51.00
Parcel : 475	10,844	0.25	51.00
Parcel : 476	9,388	0.22	51.00
Parcel : 477	8,843	0.20	92.99
Parcel : 478	9,518	0.22	82.23
Parcel : 479	8,711	0.20	75.75
Parcel : 480	8,711	0.20	75.75
Parcel : 481	8,506	0.20	75.75
Parcel : 482	9,242	0.21	83.57
Parcel : 483	7,510	0.17	65.76
Parcel : 484	7,634	0.18	65.75
Parcel : 485	7,876	0.18	65.75
Parcel : 486	7,798	0.18	65.75
Parcel : 487	7,663	0.18	65.75
Parcel : 488	7,435	0.17	65.75
Parcel : 489	8,036	0.18	65.75

Parcel : 490	8,036	0.18	65.75
Parcel : 491	8,036	0.18	65.75
Parcel : 492	8,050	0.19	82.26
<b>Average Lot Size Sub-Area 7</b>	<b>8,698</b>	<b>0.20</b>	<b>57</b>
<b>Sub-Area 8</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 386	10,318	0.24	75.42
Parcel : 387	8,426	0.19	74.58
Parcel : 388	8,820	0.20	79.72
Parcel : 389	8,957	0.21	80.95
Parcel : 390	8,958	0.21	80.95
Parcel : 391	8,958	0.21	80.95
Parcel : 392	8,958	0.21	80.95
Parcel : 393	8,958	0.21	80.95
Parcel : 394	8,958	0.21	80.95
Parcel : 395	8,957	0.21	80.95
Parcel : 396	8,957	0.21	80.95
Parcel : 397	10,313	0.24	94.50
Parcel : 398	12,495	0.29	95.35
Parcel : 399	10,384	0.24	89.87
Parcel : 400	11,241	0.26	103.85
Parcel : 401	9,761	0.22	75.35
Parcel : 402	10,359	0.24	76.55
Parcel : 417	13,803	0.32	100.81
Parcel : 418	11,261	0.26	81.11
Parcel : 419	11,410	0.26	81.11
Parcel : 420	11,410	0.26	81.11
Parcel : 421	11,410	0.26	81.11
Parcel : 422	11,410	0.26	81.11
Parcel : 423	13,595	0.31	84.23
Parcel : 424	16,171	0.37	80.71
Parcel : 425	14,366	0.33	75.50
Parcel : 426	13,097	0.30	76.58
Parcel : 427	11,905	0.27	75.27
Parcel : 428	14,539	0.33	79.16
Parcel : 429	15,623	0.36	76.01
Parcel : 430	14,905	0.34	108.50
Parcel : 431	9,651	0.22	84.04
Parcel : 432	9,507	0.22	74.00
Parcel : 433	9,230	0.21	76.90
Parcel : 434	8,131	0.19	71.56
Parcel : 435	9,644	0.22	84.00
Parcel : 535	9,833	0.23	85.37
Parcel : 536	11,158	0.26	85.03

<b>Average Lot Size Sub-Area 8</b>	<b>10,943</b>	<b>0.25</b>	<b>38</b>
<b>Sub-Area 9</b>			
<b>Parcel Name</b>	<b>Lot Area (SF)</b>	<b>Lot Area (Ac.)</b>	<b>Frontage (LF) Lots (Count)</b>
Parcel : 374	29,983	0.69	141.73
Parcel : 375	14,408	0.33	143.61
Parcel : 376	14,077	0.32	80.00
Parcel : 377	16,249	0.37	95.00
Parcel : 378	15,980	0.37	102.01
Parcel : 379	15,653	0.36	108.72
Parcel : 380	15,894	0.37	60.58
Parcel : 381	30,321	0.70	65.35
Parcel : 382	26,789	0.62	62.96
Parcel : 383	15,784	0.36	67.27
Parcel : 384	17,285	0.40	92.54
Parcel : 385	21,256	0.49	103.17
Parcel : 403	16,409	0.38	101.50
Parcel : 404	12,743	0.29	80.00
Parcel : 405	12,732	0.29	80.00
Parcel : 406	12,721	0.29	80.00
Parcel : 407	12,709	0.29	80.00
Parcel : 408	12,698	0.29	80.00
Parcel : 409	12,687	0.29	80.00
Parcel : 410	12,675	0.29	80.00
Parcel : 411	12,664	0.29	80.00
Parcel : 412	12,652	0.29	80.00
Parcel : 413	16,374	0.37	103.67
Parcel : 414	14,484	0.33	103.45
Parcel : 415	13,037	0.30	103.18
Parcel : 416	13,318	0.31	93.37
<b>Average Lot Size Sub-Area 9</b>	<b>16,215</b>	<b>0.37</b>	<b>26</b>

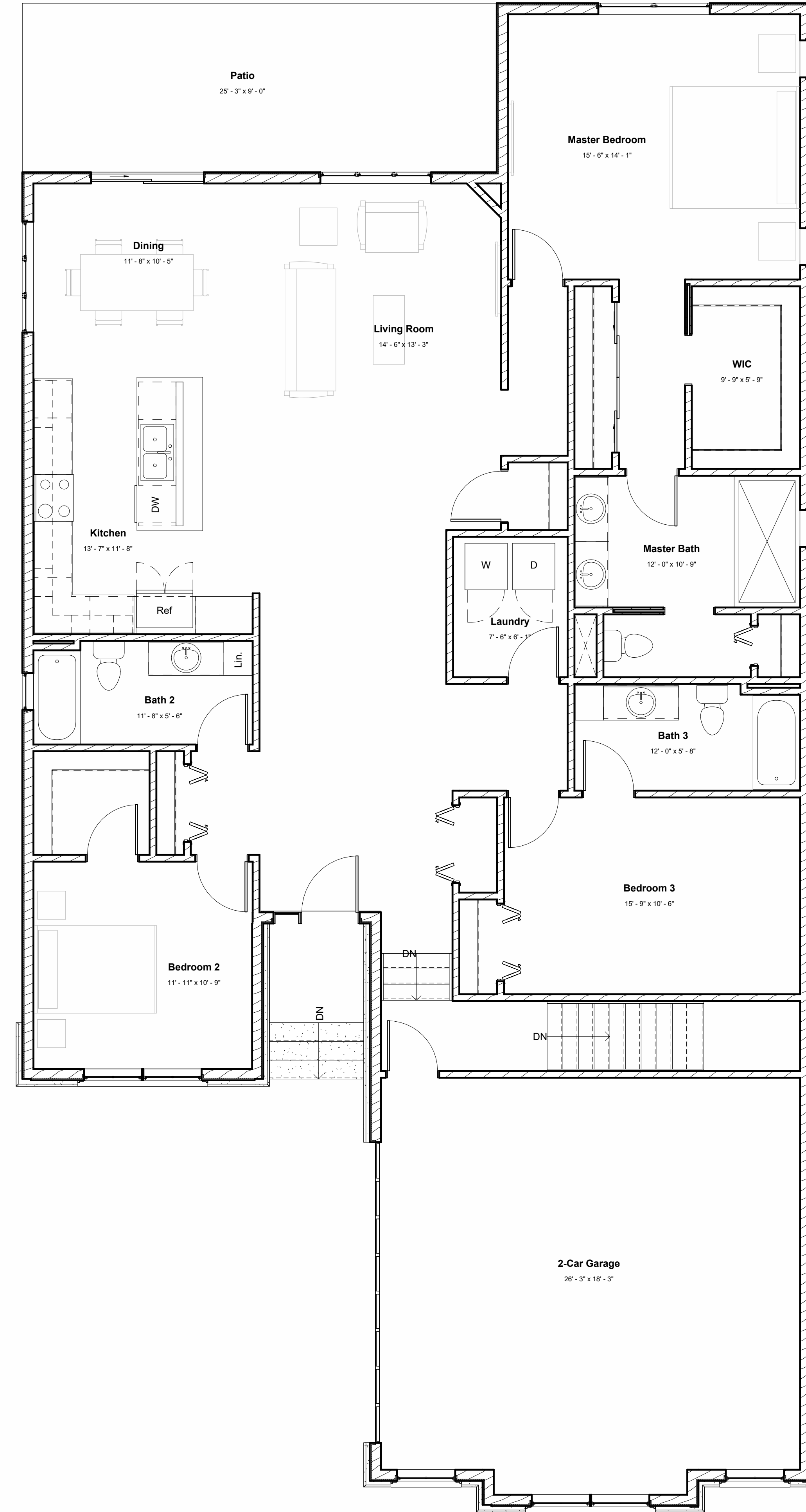


Front Elevation  
1/4" = 1'-0"



Area Plan  
3/32" = 1'-0"

AREA SCHEDULE (GROSS BUILDING)	
Name	Area
Bedroom Suite	293 SF
Bedroom Suite 2	286 SF
Entry	196 SF
Living Area	612 SF
Master Suite	562 SF
Utility	51 SF
<b>TOTAL AREA:</b>	<b>2,000 SF</b>



Preliminary Floor Plan  
1/4" = 1'-0"

LAI DESIGN ASSOCIATES, LLC  
 239-465-8888 | 877-880-0642  
 www.laidesign.com  
 10000 W. UNIVERSITY BLVD., SUITE 202, ESTERO, FL 33928  
 REGISTERED ARCHITECTS AND ENGINEERS IN THE STATE OF FLORIDA  
 COUNTY OF HIGHLAND COUNTY, FL ARCHITECT NO. 14000000000000000000  
 CIVIL NO. 14000000000000000000



Developer/Builder  
 LAI Construction Management, Inc.  
 9911 Corkscrew Road  
 Suite 202  
 Estero, FL 33928  
 (239) 405-6888

No.	Description	Date

TO THE BEST OF MY KNOWLEDGE AND BELIEF  
 THESE PLANS AND SPECIFICATIONS CONFORM TO  
 LOCAL BUILDING CODE REQUIREMENTS

Matthew Bechtel, NCARB

Highpoint Pleasant Prairie  
 R-6 Lot  
 3 Bedroom Ranch Model  
 Side Garage  
 Version 2

Preliminary  
 Plan &  
 Elevation

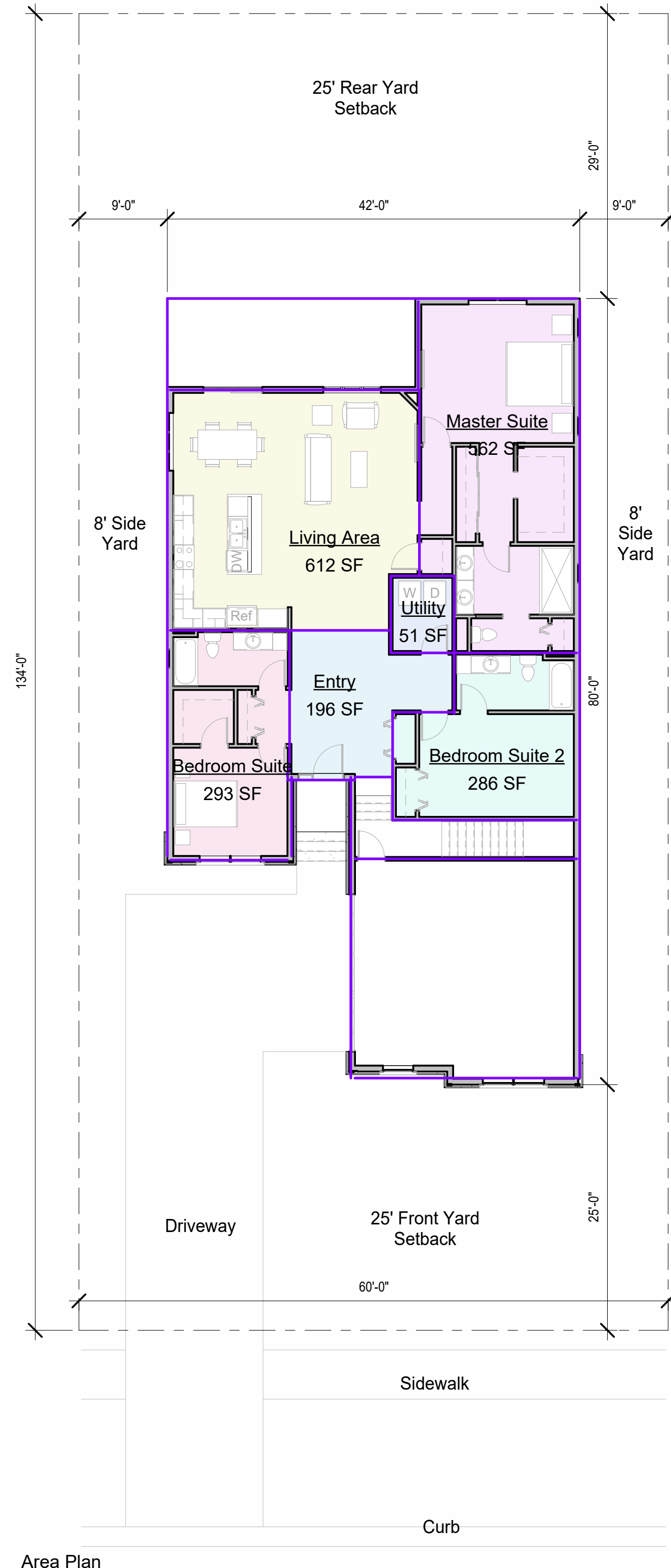
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Project Number	Drawn By jdb
Date 07/31/2023	Checked By RL

SHEET NUMBER  
**Prelim-3.2**





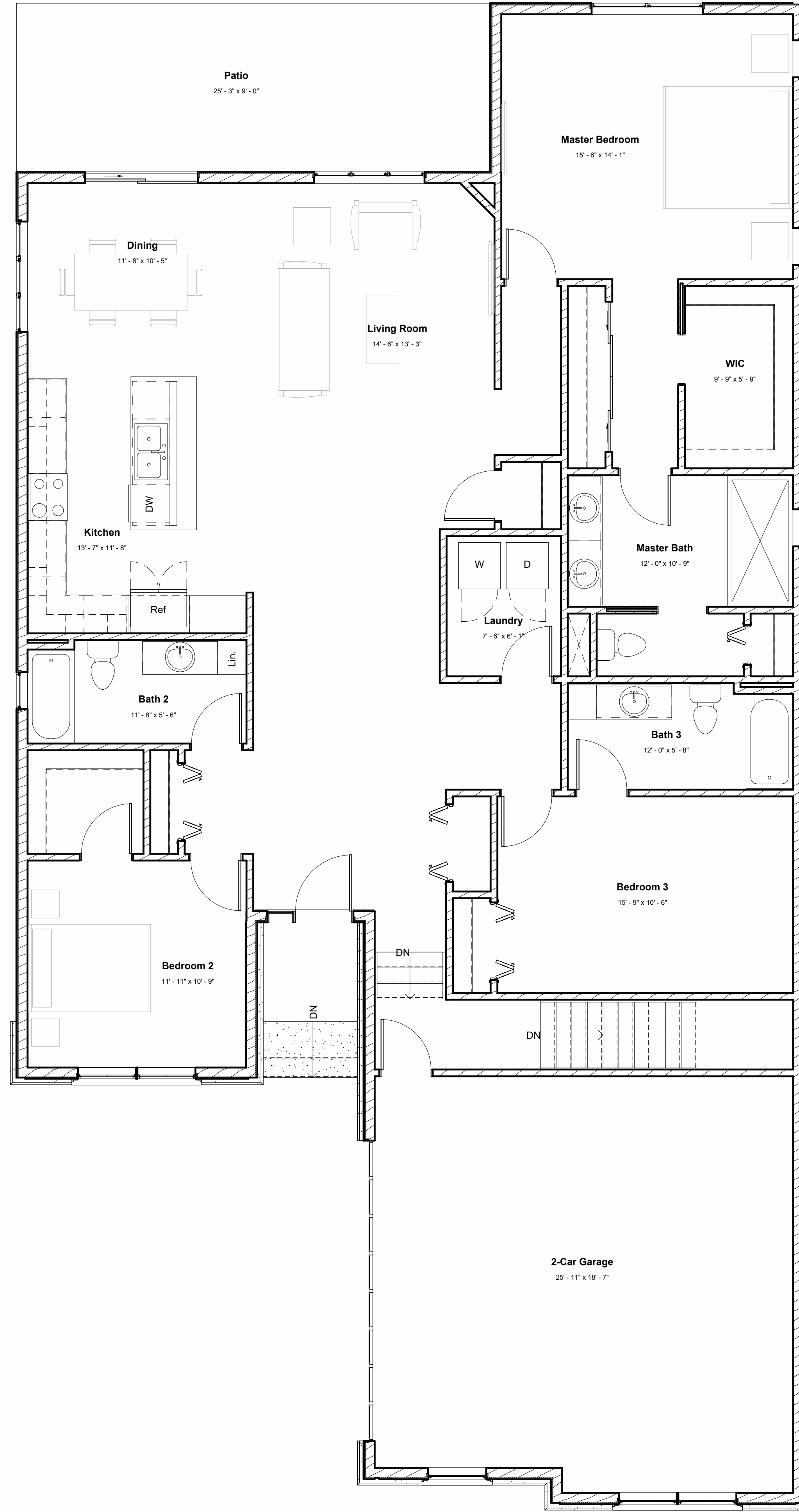
Front Elevation  
1/4" = 1'-0"



Area Plan  
3/32" = 1'-0"

AREA SCHEDULE (GROSS BUILDING)	
Name	Area
Bedroom Suite	293 SF
Bedroom Suite 2	286 SF
Entry	196 SF
Living Area	612 SF
Master Suite	562 SF
Utility	51 SF
<b>TOTAL AREA:</b>	<b>2,000 SF</b>

Preliminary Floor Plan  
1/4" = 1'-0"



LAI DESIGN ASSOCIATES, LLC  
 239-465-8888 | 877-888-0642  
 www.laidesign.com  
 LICENSED PROFESSIONAL ARCHITECT  
 COUNTY OF HAVANA, FLORIDA  
 LICENSE NO. 12012



Developer/Builder  
 LAI Construction Management, Inc.  
 9911 Corkscrew Road  
 Suite 202  
 Estero, FL 33928  
 (239) 405-6888

No.	Description	Date

TO THE BEST OF MY KNOWLEDGE AND BELIEF  
 THESE PLANS AND SPECIFICATIONS CONFORM TO  
 LOCAL BUILDING CODE REQUIREMENTS

Matthew Bechtel, NCARB

Highpoint Pleasant Prairie  
 R-6 Lot  
 3 Bedroom Ranch Model  
 Side Garage  
 Version 1

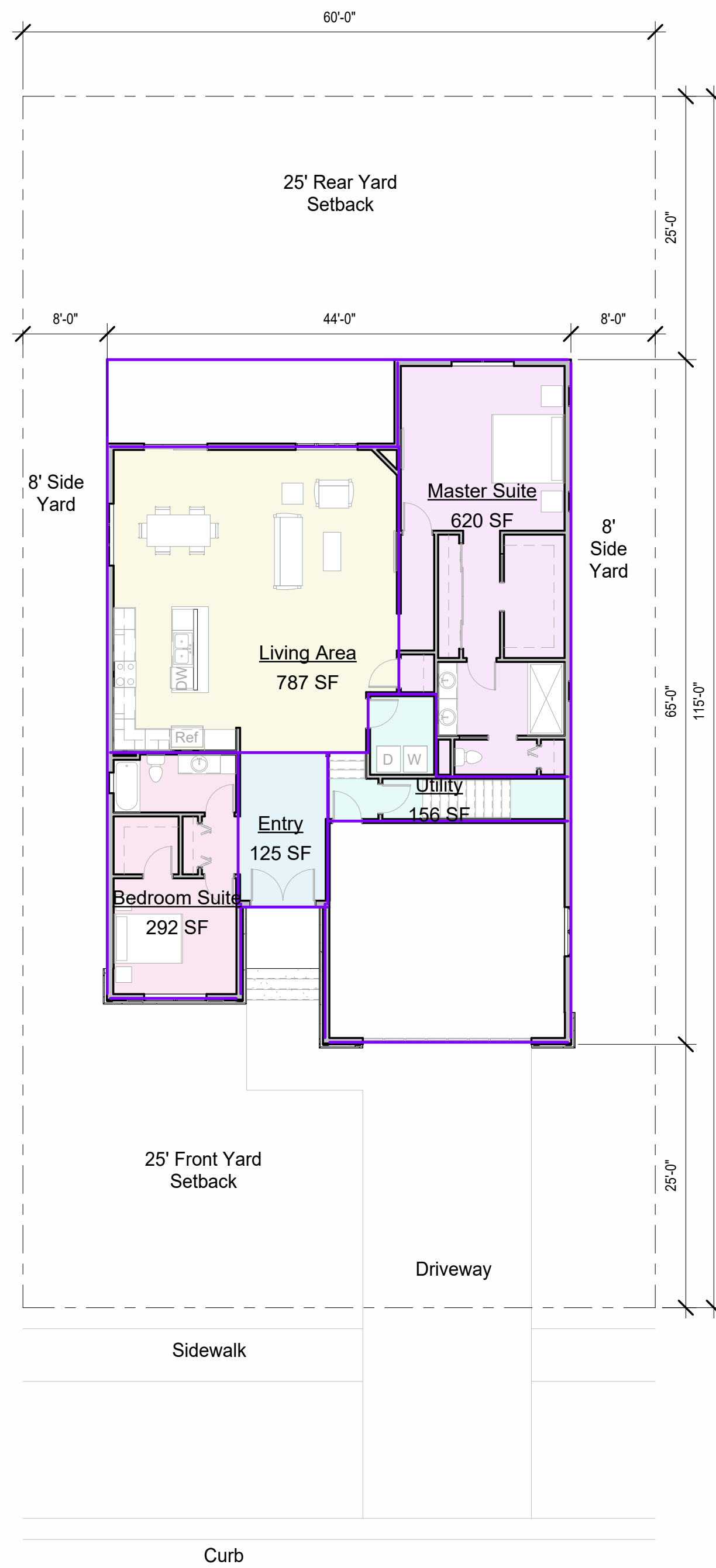
Preliminary  
 Plan &  
 Elevation

Scale	As Indicated
Project Number	Drawn By jdb
Date 07/31/2023	Checked By RL

SHEET NUMBER  
**Prelim-3.1**

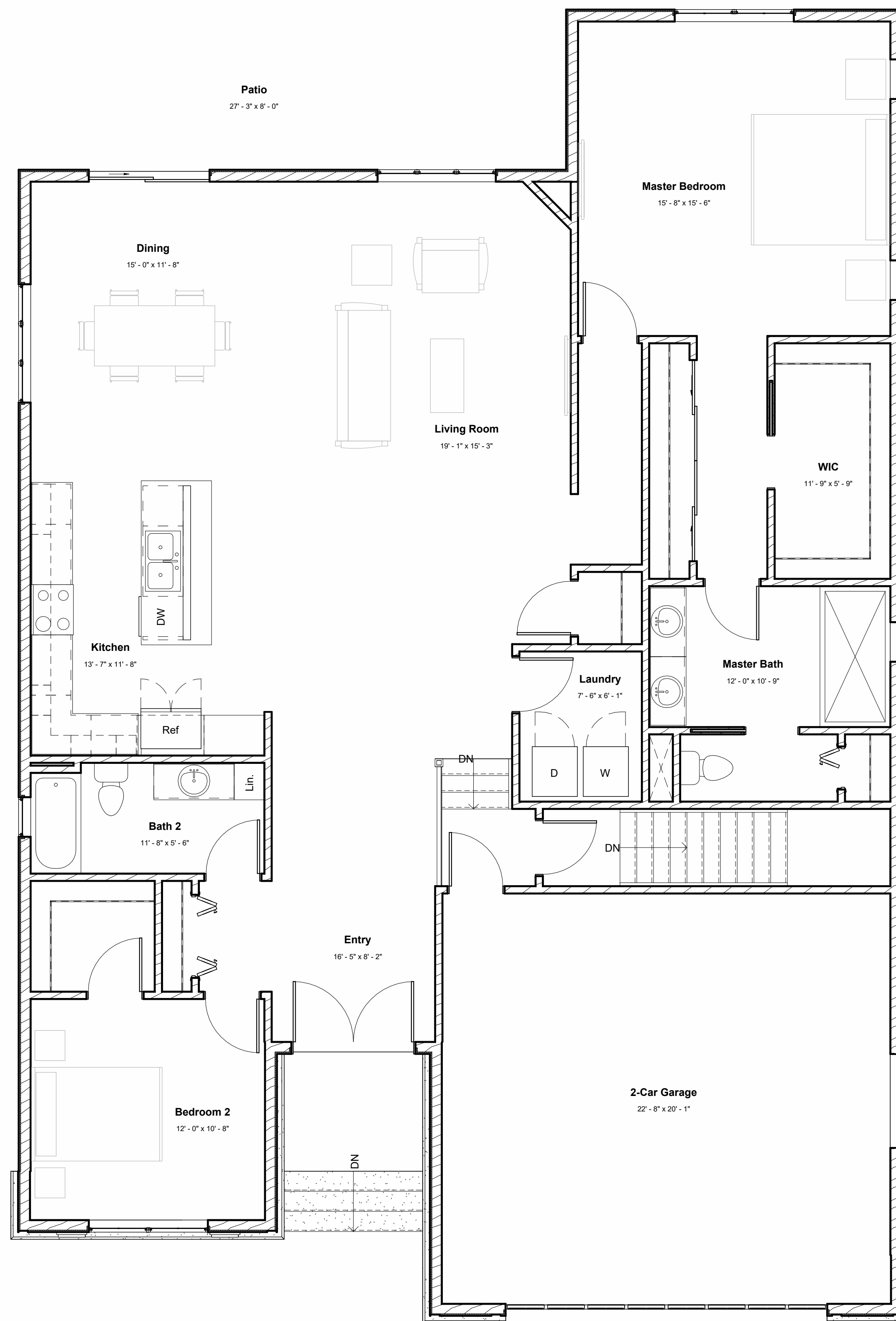


Front Elevation  
1/4" = 1'-0"



Area Plan  
3/32" = 1'-0"

AREA SCHEDULE (GROSS BUILDING)		
Level	Name	Area
Main Level	Bedroom Suite	292 SF
Main Level	Entry	125 SF
Main Level	Living Area	787 SF
Main Level	Master Suite	620 SF
Main Level	Utility	156 SF
TOTAL AREA:		1,980 SF



Preliminary Floor Plan  
1/4" = 1'-0"

LAI DESIGN ASSOCIATES, LLC  
 239-465-8888 | 877-888-0642  
 www.laidesign.com  
 REGISTERED ARCHITECTS AND ENGINEERS  
 COUNTY OF HAVEN, MISSISSIPPI  
 LICENSE NO. 123456789  
 COUNTY OF HAVEN, MISSISSIPPI  
 LICENSE NO. 123456789



Developer/Builder  
**LAI Construction Management, Inc.**  
 9911 Corkscrew Road  
 Suite 202  
 Estero, FL 33928  
 (239) 405-6888

No.	Description	Date

TO THE BEST OF MY KNOWLEDGE AND BELIEF  
 THESE PLANS AND SPECIFICATIONS CONFORM TO  
 LOCAL BUILDING CODE REQUIREMENTS

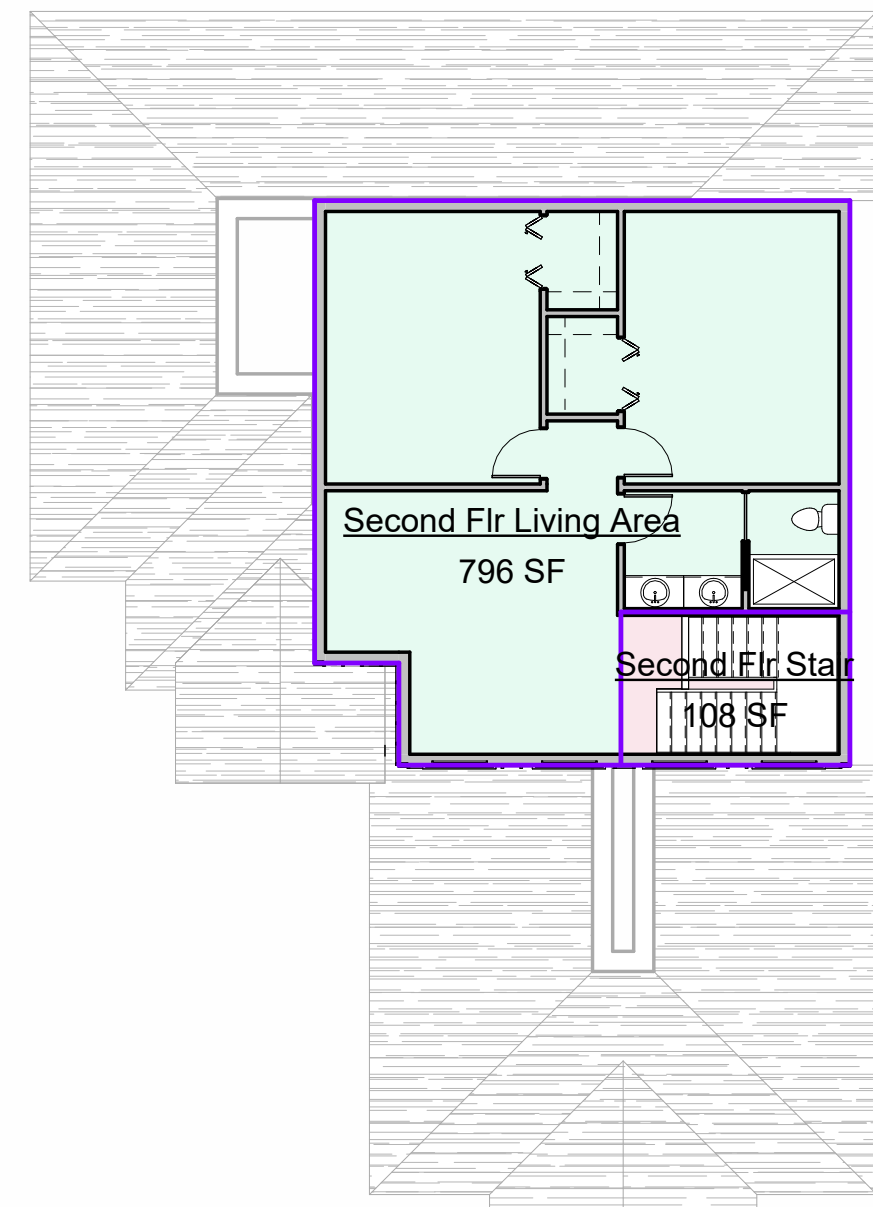
Matthew Bechtei, NCARB

**Highpoint Pleasant Prairie**  
 R-6 Lot  
 Two Bedroom Ranch Model  
 Front Garage  
 Version 1

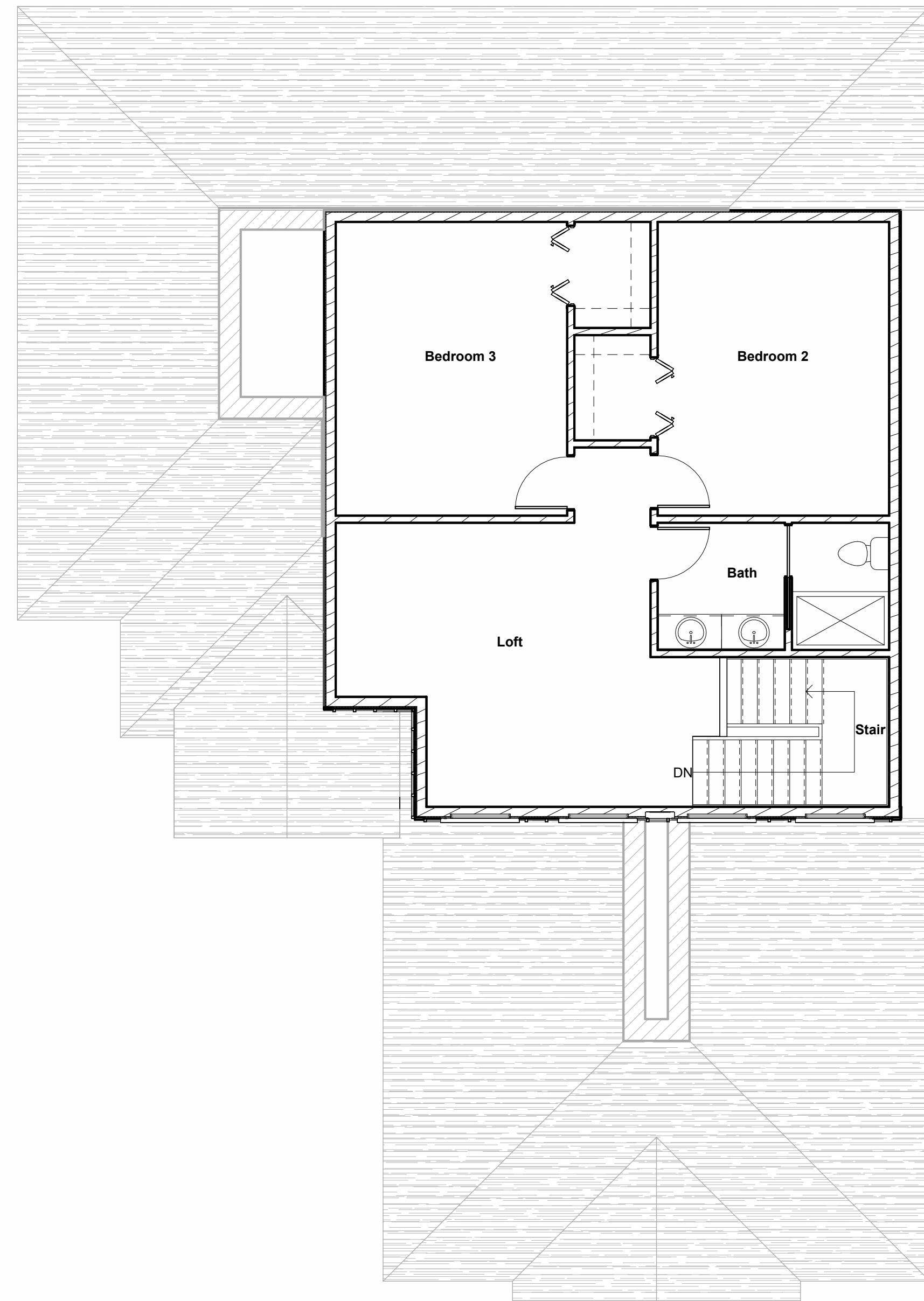
**Preliminary  
 Plan &  
 Elevation**

Scale	As Indicated
Project Number	Drawn By jdb
Date	Checked By RL
07/31/2023	

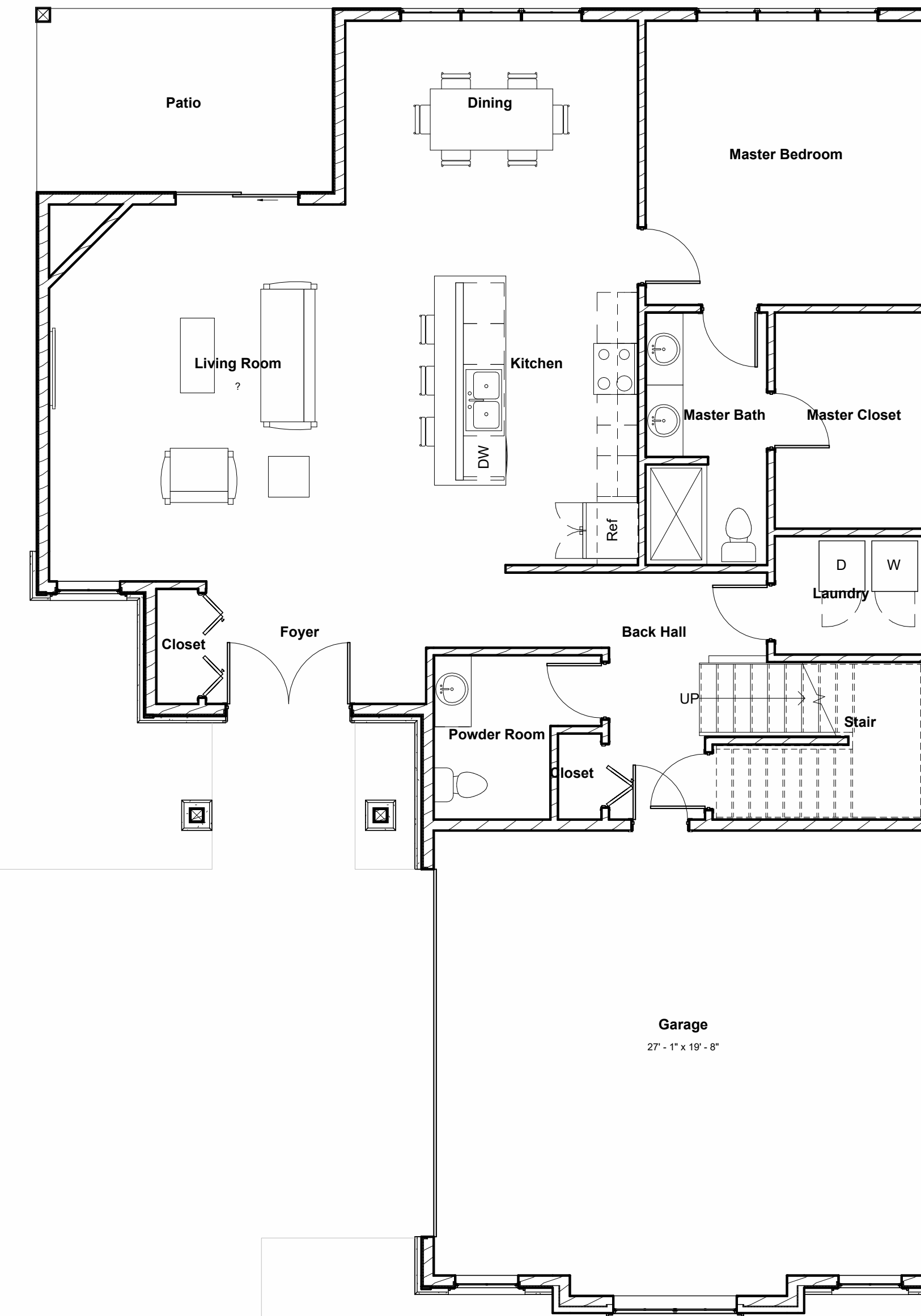
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**Prelim-1.1**



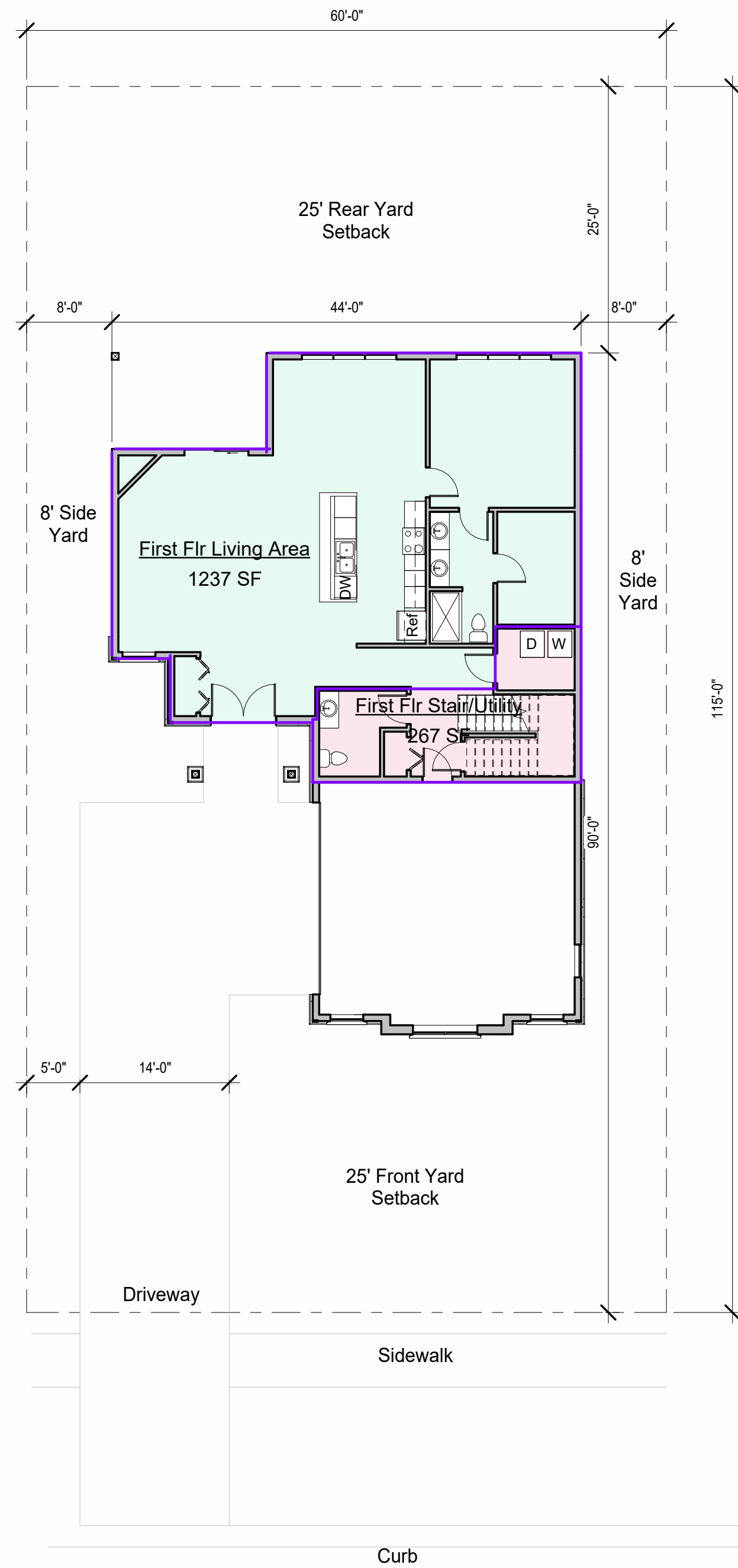
Second Floor  
3/32" = 1'-0"



Second Floor  
3/16" = 1'-0"



First Floor Plan  
3/16" = 1'-0"



Main Level  
3/32" = 1'-0"

AREA SCHEDULE (GROSS BUILDING)		
Level	Name	Area
Main Level	First Flr Living Area	1,237 SF
Main Level	First Flr Stair/Utility	267 SF
Main Level		1,503 SF
Second Floor	Second Flr Living Area	796 SF
Second Floor	Second Flr Stair	108 SF
Second Floor		904 SF
TOTAL AREA:		2,407 SF



Front Elevation  
1/4" = 1'-0"

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 9911 Corkscrew Road, Suite 202, Estero, FL 33928



Developer/Builder  
 LAI Construction Management, Inc.  
 9911 Corkscrew Road  
 Suite 202  
 Estero, FL 33928  
 (239) 405-6888

No.	Description	Date

TO THE BEST OF MY KNOWLEDGE AND BELIEF  
 THESE PLANS AND SPECIFICATIONS CONFORM TO  
 LOCAL BUILDING CODE REQUIREMENTS

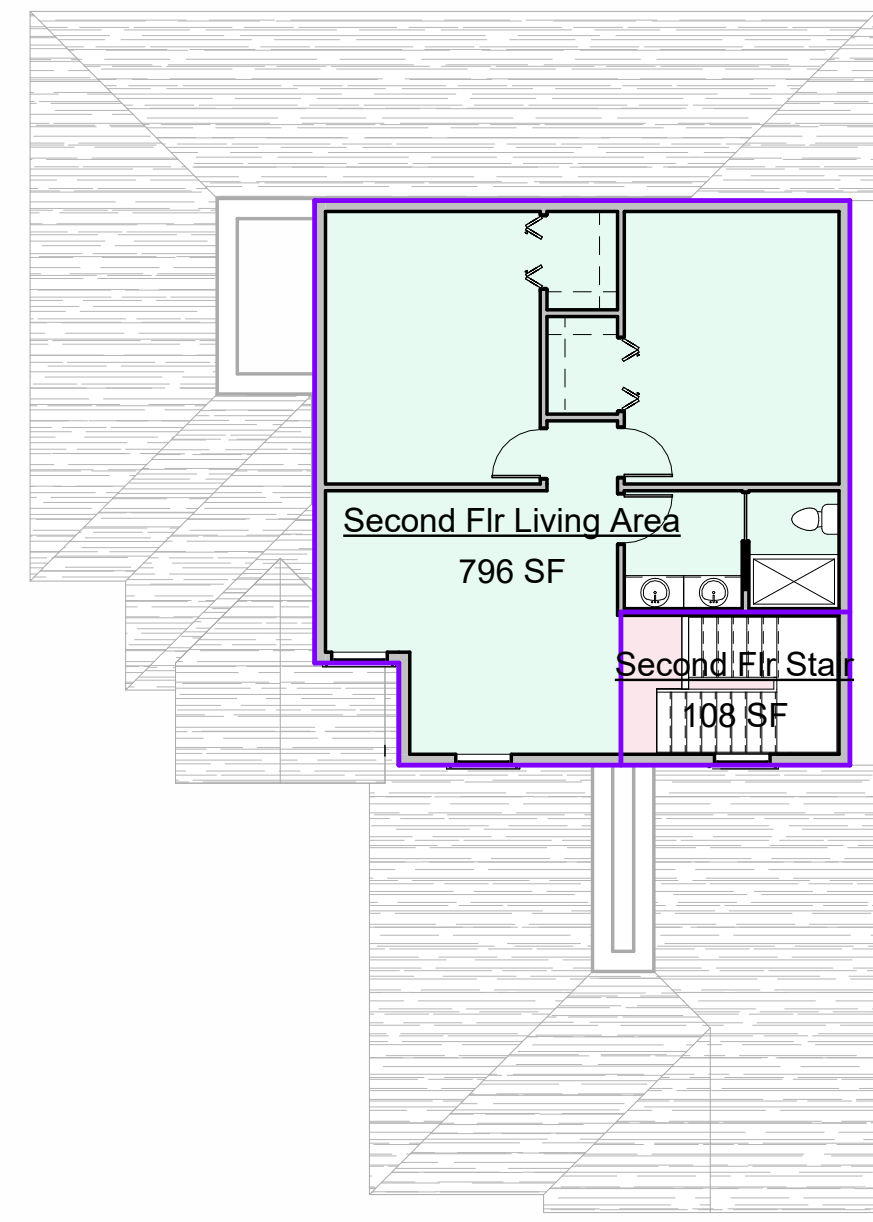
Matthew Bechtei, NCARB

Highpoint Pleasant Prairie  
 R-6 Lot  
 Two-Story, 3 Bedroom Model  
 Side Garage  
 Version 2

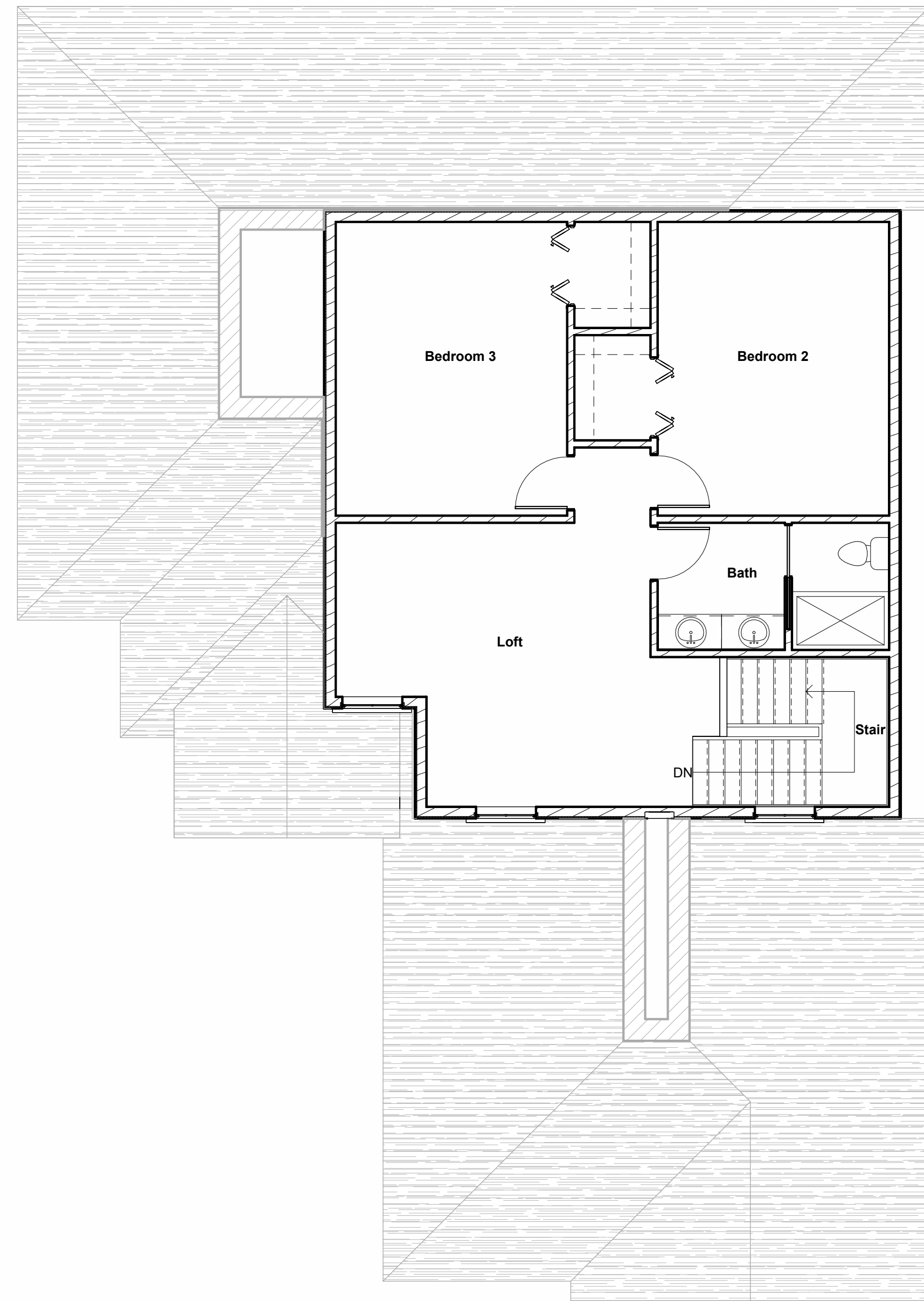
Preliminary  
 Two-Story  
 R-6

Scale	As Indicated
Project Number	Drawn By JDB
Date 07/31/2023	Checked By RL

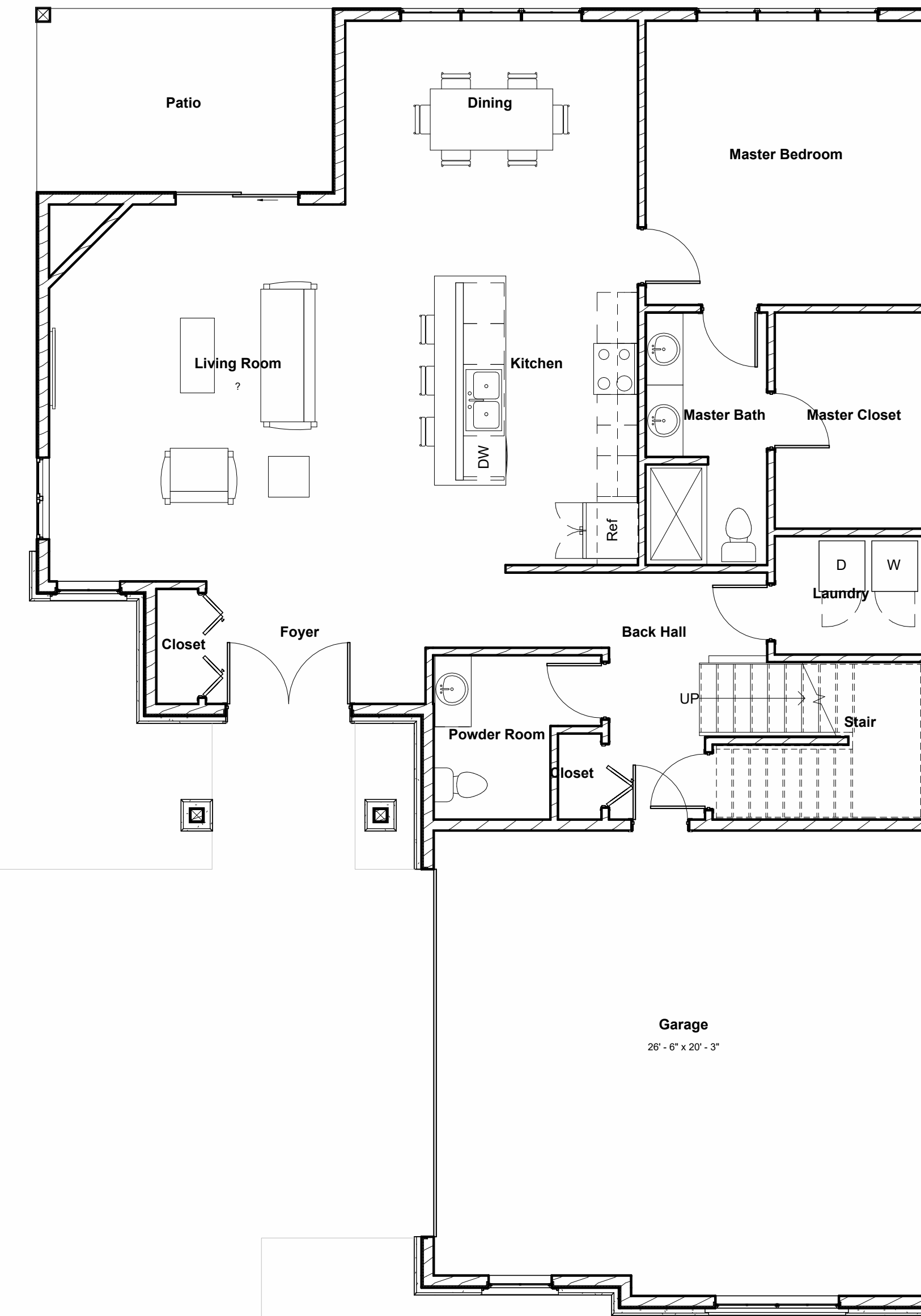
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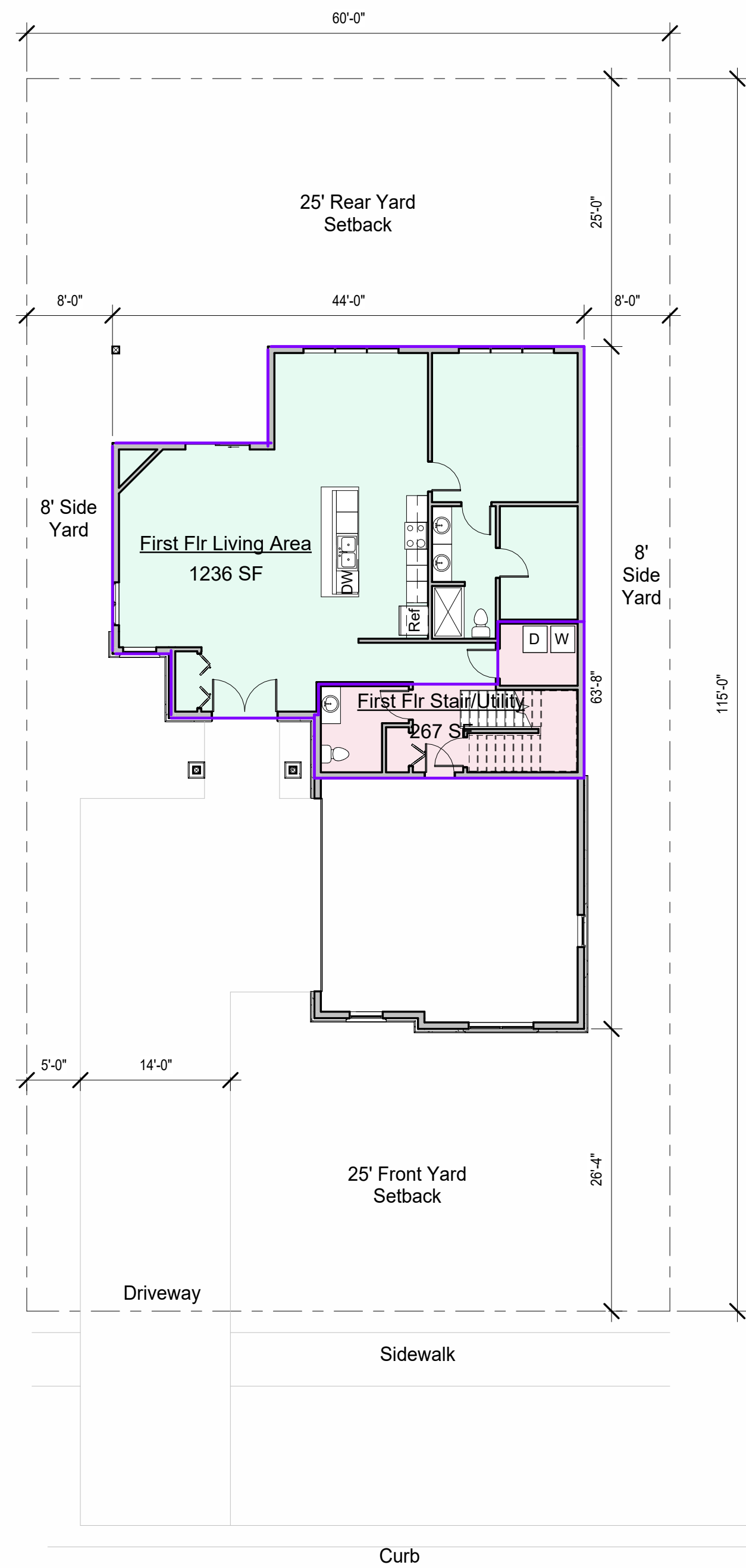
Second Floor  
3/32" = 1'-0"



Second Floor  
3/16" = 1'-0"



First Floor Plan  
3/16" = 1'-0"



Main Level  
3/32" = 1'-0"

AREA SCHEDULE (GROSS BUILDING)			
Level	Name	Area	
Main Level	First Flr Living Area	1,236 SF	
Main Level	First Flr Stair/Utility	267 SF	
Main Level		1,503 SF	
Second Floor	Second Flr Living Area	796 SF	
Second Floor	Second Flr Stair	108 SF	
Second Floor		904 SF	
TOTAL AREA:		2,407 SF	



Front Elevation  
1/4" = 1'-0"

LAI DESIGN ASSOCIATES, LLC  
 239-405-8888 | 877-880-0642  
 www.laidesignassoc.com | www.laidesignassoc.com



Developer/Builder  
 LAI Construction Management, Inc.  
 9911 Corkscrew Road  
 Suite 202  
 Estero, FL 33928  
 (239) 405-6888

No.	Description	Date

TO THE BEST OF MY KNOWLEDGE AND BELIEF  
 THESE PLANS AND SPECIFICATIONS CONFORM TO  
 LOCAL BUILDING CODE REQUIREMENTS

Matthew Bechtei, NCARB

Highpoint Pleasant Prairie  
 R-6 Lot  
 Two-Story, 3 Bedroom Model  
 Side Garage  
 Version 1

Preliminary  
 Two-Story  
 R-6

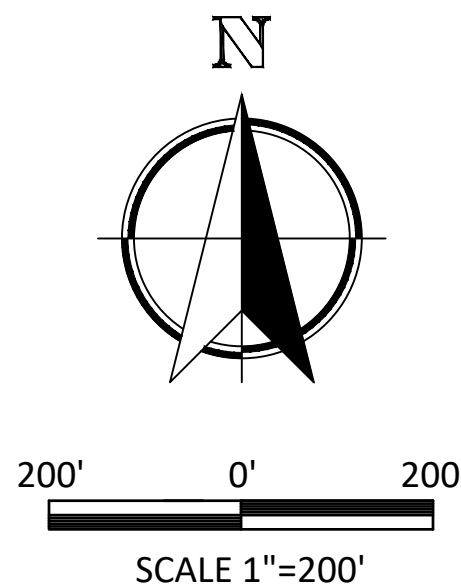
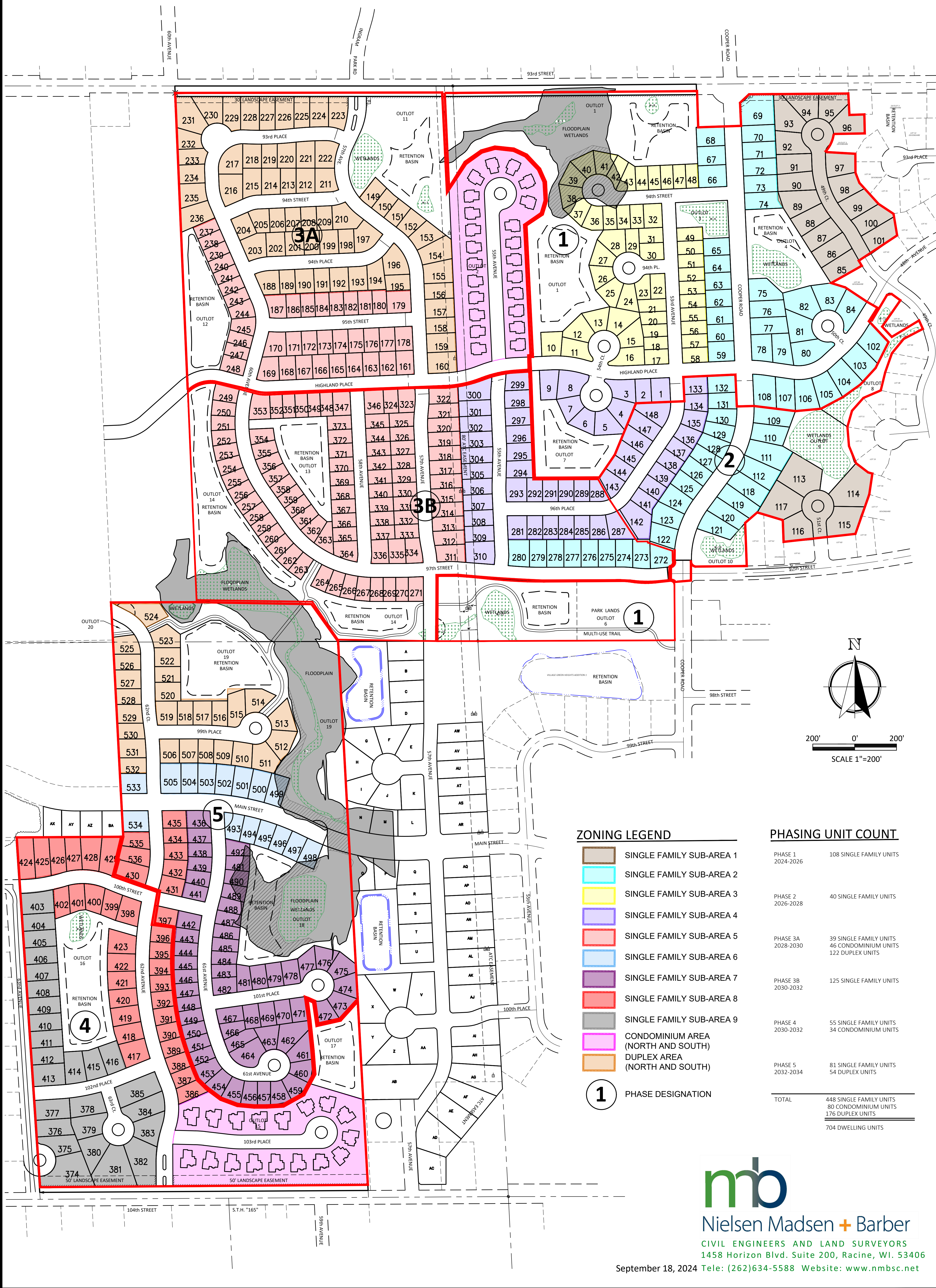
Scale	As Indicated
Project Number	Drawn By JDB
Date 07/31/2023	Checked By RL

SHEET NUMBER  
**Prelim-7.1**

# HIGHLAND ESTATES

## PHASING PLAN (PUD ZONING SUB-AREAS)

ARBOR ESTATES GROUP, LLC



**ZONING LEGEND**

[Light Blue Box]	SINGLE FAMILY SUB-AREA 1
[Light Green Box]	SINGLE FAMILY SUB-AREA 2
[Light Yellow Box]	SINGLE FAMILY SUB-AREA 3
[Light Purple Box]	SINGLE FAMILY SUB-AREA 4
[Light Red Box]	SINGLE FAMILY SUB-AREA 5
[Light Blue Box]	SINGLE FAMILY SUB-AREA 6
[Light Purple Box]	SINGLE FAMILY SUB-AREA 7
[Light Red Box]	SINGLE FAMILY SUB-AREA 8
[Light Blue Box]	SINGLE FAMILY SUB-AREA 9
[Pink Box]	CONDOMINIUM AREA (NORTH AND SOUTH)
[Orange Box]	DUPLEX AREA (NORTH AND SOUTH)
[Circle with 1]	PHASE DESIGNATION

**PHASING UNIT COUNT**

PHASE	PERIOD	UNIT COUNT
PHASE 1	2024-2026	108 SINGLE FAMILY UNITS
PHASE 2	2026-2028	40 SINGLE FAMILY UNITS
PHASE 3A	2028-2030	39 SINGLE FAMILY UNITS 46 CONDOMINIUM UNITS 122 DUPLEX UNITS
PHASE 3B	2030-2032	125 SINGLE FAMILY UNITS
PHASE 4	2030-2032	55 SINGLE FAMILY UNITS 34 CONDOMINIUM UNITS
PHASE 5	2032-2034	81 SINGLE FAMILY UNITS 54 DUPLEX UNITS
<b>TOTAL</b>		<b>448 SINGLE FAMILY UNITS 80 CONDOMINIUM UNITS 176 DUPLEX UNITS 704 DWELLING UNITS</b>

# Zoning Map and Zoning Text Amendment Application

Community Development Department  
9915 39<sup>th</sup> Avenue  
Pleasant Prairie, WI 53158  
Phone: 262.925.6717  
Email: communitydevelopment@pleasantprairiewi.gov

## GENERAL INFORMATION

Property Location/Address **Highland Estates Subdivision**

Tax Parcel Number(s) Tax Key No: 92.4-122-232-0401 Lot 1 (representing SubArea 4 lots); Tax Key No: 92.4-122-232-0459 Lot 59 (representing SubArea 2 lots); & SubArea 3 lots.

Current Zoning Ordinance #24-46

Proposed Zoning Revisions to Ordinance #24-46

## ZONING MAP AMENDMENT (check all that apply)

- Correct Zoning Map as a result of a wetland staking being completed
- Correct Zoning Map as a result of a wetland fill permit obtained by the WI DNR and US ACOE
- Other (describe change)

**If the property is being zoned into multiple zoning classifications or only a portion of the property is being rezoned (i.e. wetlands area) then submit an exhibit with complete legal description of each zoning classification.**

## ZONING TEXT AMENDMENT

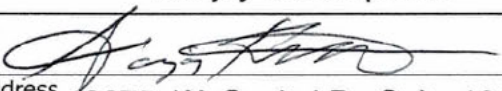
- Planned Unit Development (PUD) Ordinance
- Other (describe change)  
Revisions to above-mentioned PUD Ordinance.

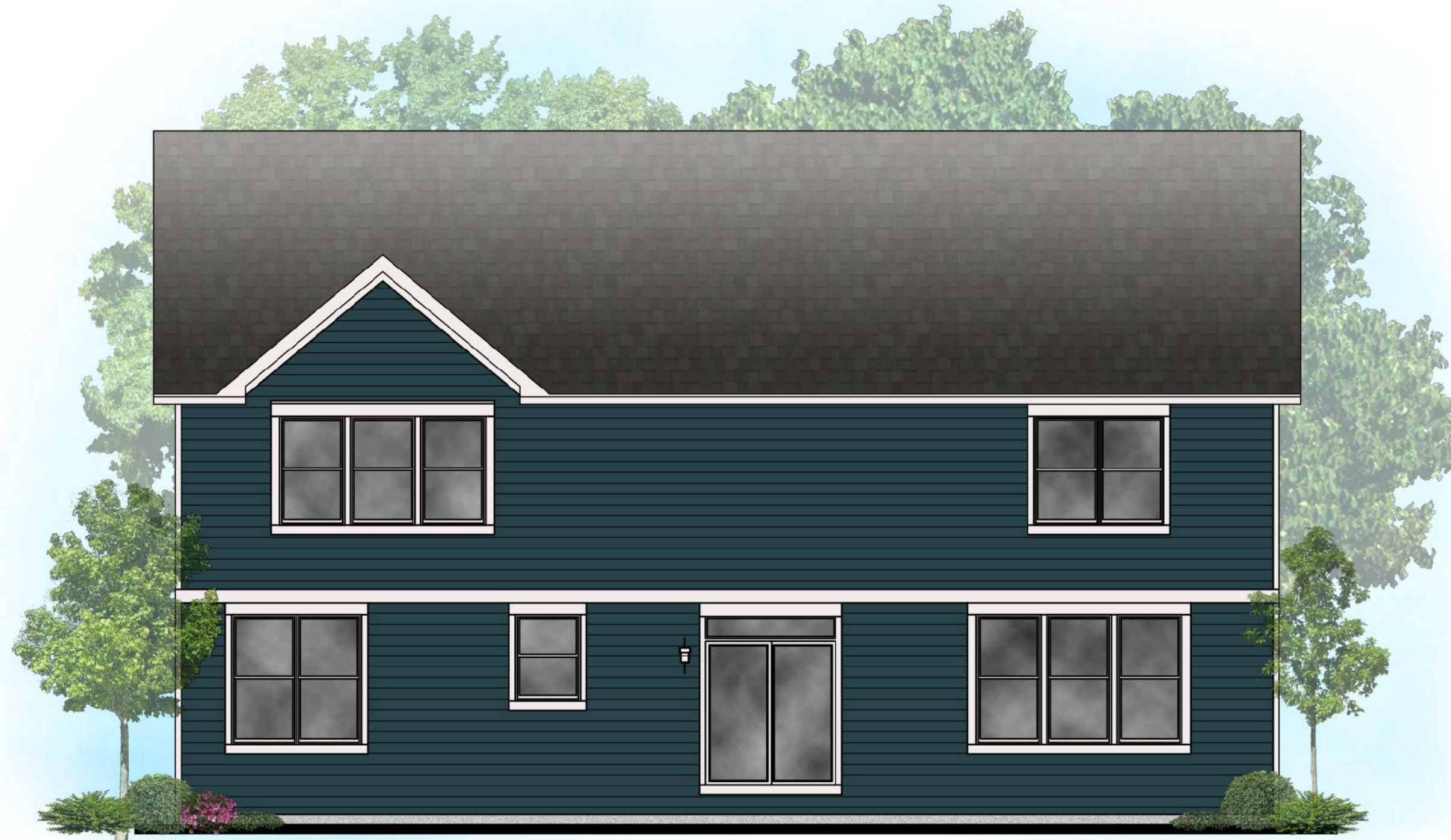
**If a Planned Unit Development is proposed include a letter indicting the dimensional variations being requested and a statement of Community Benefit as required by Chapter 420 of the Village Municipal Code**

**If another type of Zoning Text Amendment is being proposed, then include the proposed language of the Zoning Text Amendment being requested.**

## REQUIRED SIGNATURES

I hereby certify that all the above statements and all attachments submitted with this application are true and correct to the best of my knowledge.

PROPERTY OWNER	APPLICANT
Print Owners Name <b>Arbor Estates Group, LLC</b>	Company Name
Print Name of Signatory <b>Sanjay Kuttemperoor</b>	Print Name of Signatory
Signature 	Signature
Mailing Address <b>19275. W. Capitol Dr. Suite 100</b>	Mailing Address
City/State/ZIP <b>Brookfield, WI 53045</b>	City/State/ZIP
	Phone
	Email
Date <b>Feb. 9, 2026</b>	Date



**REAR ELEVATION**

SCALE: 3/16"=1'-0"



**RIGHT ELEVATION**

SCALE: 3/16"=1'-0"



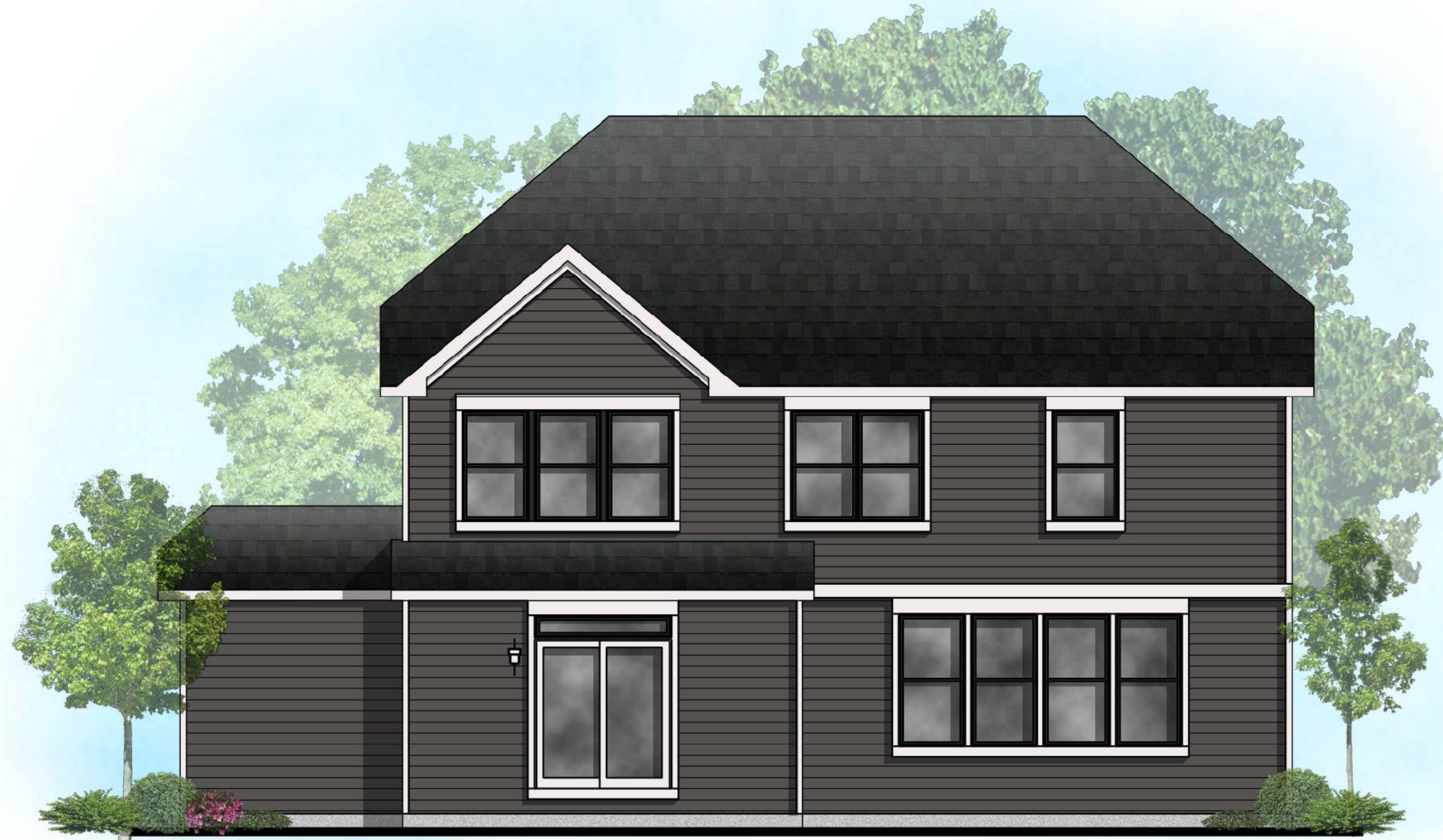
**LEFT ELEVATION**

SCALE: 3/16"=1'-0"



**FRONT ELEVATION**

SCALE: 3/16"=1'-0"



**REAR ELEVATION**

SCALE: 3/16"=1'-0"



**RIGHT ELEVATION**

SCALE: 3/16"=1'-0"



**LEFT ELEVATION**

SCALE: 3/16"=1'-0"



**FRONT ELEVATION**

SCALE: 3/16"=1'-0"

Lennar Homes  
Schaumburg, IL

Renaissance





**REAR ELEVATION**

SCALE: 3/16"=1'-0"



**RIGHT ELEVATION**

SCALE: 3/16"=1'-0"



**LEFT ELEVATION**

SCALE: 3/16"=1'-0"



**FRONT ELEVATION**

SCALE: 3/16"=1'-0"



**REAR ELEVATION**

SCALE: 3/16"=1'-0"



**RIGHT ELEVATION**

SCALE: 3/16"=1'-0"



**LEFT ELEVATION**

SCALE: 3/16"=1'-0"



**FRONT ELEVATION**

SCALE: 3/16"=1'-0"

HIGHLAND ESTATES - SUB AREA PUD ARCHITECTURE COMPARISON

FLOOR AREA EXCLUDING A GARAGE, DECKS, PORCHES AND BASEMENTS

SUBAREA	PUD REQUIREMENTS:	MAXIMUM BUILDING HEIGHT (FEET)	MINIMUM FIRST FLOOR AREA (SQARE FEET)	MINIMUM TOTAL FLOOR AREAS (SQARE FEET)	MAXIMUM TOTAL FLOOR AREA FOR A SINGLE-STORY RANCH (SQARE FEET)	MAXIMUM TOTAL FLOOR AREA FOR A TWO-STORY OR SPLIT LEVEL (SQARE FEET)	ATTACHED GARAGE MAXIMUM	MAXIMUM AREA OF FRONT STREET FACING FAÇADE OF OVERHEAD GARAGE DOOR	MINIMUM HEIGHT OF BASEMENT	LENGTH TO WIDTH RATIO OF ONE-STORY DWELLINGS (THE LENGTH SHALL NOT BE MORE THAN TWICE THE WIDTH)	MINIMUM WIDTH OF THE SHORT SIDE OF A DWELLING UNIT	MINIMUM ROOF PITCH FOR THE MAIN ROOF OF THE DWELLING	MINIMUM NUMBER OF WINDOWS EACH FAÇADE SHALL INCLUDE THAT ARE SIMILAR IN SIZE TO OTHER WINDOWS ON THE DWELLING
1		35	1000	1800	-	-	3	-	8	2:1	26	6:12	2
2		35	900	1600	-	-	2 (FRONT LOAD) 3 (SIDE LOAD)	-	8	2:1	26	6:12	2
3		35	900	1300	2000	2625	2	55%	8	2:1	26	6:12	2
4		35	900	1500	-	-	2	55%	8	2:1	26	6:12	2
5		35	900	1300	2000	2625	2	55%	8	2:1	26	6:12	2
6		35	900	1500	-	-	2	55%	8	2:1	26	6:12	2
7		35	900	1300	2000	2625	2	55%	8	2:1	26	6:12	2
8		35	900	1600	-	-	2 (FRONT LOAD) 3 (SIDE LOAD)	-	8	2:1	26	6:12	2
9		35	1000	1800	-	-	3	-	8	2:1	26	6:12	2

SUBAREA	HOME	ELEVATION	HOME HEIGHT (FEET)	FIRST FLOOR AREA (SQARE FEET)	TOTAL FLOOR AREAS (SQARE FEET)	TOTAL FLOOR AREA FOR RANCH HOME (SQARE FEET)	TOTAL FLOOR AREA FOR TWO-STORY OR SPLIT LEVEL HOME (SQARE FEET)	ATTACHED GARAGE NUMBER	PERCENT OF FRONT STREET FACING FAÇADE OF OVERHEAD GARAGE DOOR	BASEMENT HEIGHT	LENGTH TO WIDTH RATIO OF ONE-STORY DWELLINGS	SHORT SIDE OF DWELLING UNIT (FEET)	MAIN ROOF PITCH OF HOME	NUMBER OF WINDOWS PER FAÇADE
3	MEADOWLARK	A	906	2052	-	2052	2	44%	8	-	37	6:12	front=3, rear=7, right=2, left=2	
3		B	906	2063	-	2063	2	44%	8	-	37	6:12	front=3, rear=7, right=2, left=2	
3		C	917	2074	-	2074	2	44%	8	-	37	6:12	front=4, rear=7, right=2, left=2	
3		D	906	2063	-	2063	2	44%	8	-	37	6:12	front=4, rear=7, right=2, left=2	
3	RUTHERFORD	A	1723	1723	1723	-	2	36%	8	1.24:1	45	6:12	front=3, rear=4, right=2, left=2	
3		B	1723	1723	1723	-	2	36%	8	1.24:1	45	6:12	front=3, rear=4, right=2, left=2	
3		C	1723	1723	1723	-	2	36%	8	1.24:1	45	6:12	front=3, rear=4, right=2, left=2	
3		D	1723	1723	1723	-	2	36%	8	1.24:1	45	6:12	front=3, rear=4, right=2, left=2	
3	RUTHERFORD (with sunroom)	A	1843	1843	1843	-	2	36%	8	1.47:1	45	6:12	front=3, rear=6, right=2, left=2	
3		B	1843	1843	1843	-	2	36%	8	1.47:1	45	6:12	front=3, rear=6, right=2, left=2	
3		C	1843	1843	1843	-	2	36%	8	1.47:1	45	6:12	front=3, rear=6, right=2, left=2	
3		D	1843	1843	1843	-	2	36%	8	1.47:1	45	6:12	front=3, rear=6, right=2, left=2	
3	SIENA	A	1866	1866	1866	-	2	36%	8	1.24:1	45	6:12	front=2, rear=4, right=2, left=2	
3		B	1866	1866	1866	-	2	36%	8	1.24:1	45	6:12	front=2, rear=4, right=2, left=2	
3		C	1866	1866	1866	-	2	36%	8	1.24:1	45	6:12	front=2, rear=4, right=2, left=2	
3		D	1866	1866	1866	-	2	36%	8	1.24:1	45	6:12	front=3, rear=4, right=2, left=2	
3	SIENA (with sunroom)	A	1986	1986	1986	-	2	36%	8	1.47:1	45	6:12	front=2, rear=6, right=4, left=2	
3		B	1986	1986	1986	-	2	36%	8	1.47:1	45	6:12	front=2, rear=6, right=4, left=2	
3		C	1986	1986	1986	-	2	36%	8	1.47:1	45	6:12	front=2, rear=6, right=4, left=2	
3		D	1986	1986	1986	-	2	36%	8	1.47:1	45	6:12	front=3, rear=6, right=4, left=2	
3	STARLING	A	939	2193	-	2193	2	43%	8	-	38	6:12	front=4, rear=7, right=2, left=2	
3		B	939	2201	-	2201	2	43%	8	-	38	6:12	front=5, rear=7, right=2, left=2	
3		C	960	2203	-	2203	2	43%	8	-	38	6:12	front=6, rear=7, right=2, left=2	
3		D	939	2235	-	2235	2	43%	8	-	38	6:12	front=6, rear=7, right=2, left=2	
3	WREN	A	1150	2608	-	2608	2	43%	8	-	38	6:12	front=7, rear=8, right=2, left=2	
3		B	1150	2620	-	2620	2	43%	8	-	38	6:12	front=6, rear=8, right=2, left=2	
3		C	1150	2632	-	2632	2	43%	8	-	38	6:12	front=6, rear=8, right=2, left=2	
3		D	1150	2631	-	2631	2	43%	8	-	38	6:12	front=6, rear=8, right=2, left=2	
2&4	ADAMS	F	2146	2146	-	-	3 (FRONT LOAD)	49%	8	1.35:1	45	5:12	2 Minimum	
2&4		G	2146	2146	-	-	3 (FRONT LOAD)	49%	8	1.35:1	45	5:12	2 Minimum	
2&4		H	2146	2146	-	-	3 (FRONT LOAD)	49%	8	1.35:1	45	5:12	2 Minimum	
2&4		K	2146	2146	-	-	3 (FRONT LOAD)	49%	8	1.35:1	45	5:12	2 Minimum	
2&4	ADAMS (with sunroom)	F	2420	2420	-	-	3 (FRONT LOAD)	49%	8	1.47:1	45	5:12	2 Minimum	
2&4		G	2420	2420	-	-	3 (FRONT LOAD)	49%	8	1.47:1	45	5:12	2 Minimum	
2&4		H	2420	2420	-	-	3 (FRONT LOAD)	49%	8	1.47:1	45	5:12	2 Minimum	
2&4		K	2420	2420	-	-	3 (FRONT LOAD)	49%	8	1.47:1	45	5:12	2 Minimum	
2&4	MONET	D	1365	2669	-	-	3 (FRONT LOAD)	49%	8	-	50	6:12	front=3, rear=9, right=2, left=4	
2&4		E	1365	2669	-	-	3 (FRONT LOAD)	49%	8	-	50	6:12	front=3, rear=9, right=2, left=4	
2&4		F	1365	2681	-	-	3 (FRONT LOAD)	49%	8	-	50	6:12	front=3, rear=9, right=2, left=4	
2&4		G	1365	2669	-	-	3 (FRONT LOAD)	49%	8	-	50	6:12	front=3, rear=9, right=2, left=4	
2&4		H	1365	2681	-	-	3 (FRONT LOAD)	49%	8	-	50	6:12	front=3, rear=9, right=2, left=4	
2&4	RALEIGH	A	1492	2907	-	-	3 (FRONT LOAD)	49%	8	-	49.5	6:12	2 Minimum	
2&4		B	1492	2907	-	-	3 (FRONT LOAD)	49%	8	-	49.5	6:12	2 Minimum	
2&4		C	1492	2907	-	-	3 (FRONT LOAD)	49%	8	-	49.5	6:12	2 Minimum	
2&4	NEWCASTLE	A	1932	3799	-	-	3 (FRONT LOAD)	47%	8	-	51	8:12	front=7, rear=12, right=3, left=3	
2&4		B	1934	3876	-	-	3 (FRONT LOAD)	47%	8	-	51	8:12	front=8, rear=12, right=3, left=3	
2&4		C	1934	3876	-	-	3 (FRONT LOAD)	47%	8	-	51	7:12	front=8, rear=12, right=3, left=3	
2&4	NORMANDY	A	1502	3261	-	-	3 (FRONT LOAD)	48%	8	-	46.75	8:12	2 Minimum	
2&4		B	1502	3294	-	-	3 (FRONT LOAD)	48%	8	-	46.75	8:12	2 Minimum	
2&4		C	1502	3275	-	-	3 (FRONT LOAD)	48%	8	-	46.75	8:12	2 Minimum	
2&4	OXFORD	A	1753	3415	-	-	3 (FRONT LOAD)	45%	8	-	50	8:12	front=6, rear=10, right=3, left=5	
2&4		B	1774	3418	-	-	3 (FRONT LOAD)	45%	8	-	50	8:12	front=7, rear=10, right=3, left=5	
2&4		C	1774	3418	-	-	3 (FRONT LOAD)	45%	8	-	50	8:12	front=8, rear=10, right=3, left=5	



**AGENDA ITEM COVER**  
**Village Board - Regular Meeting**  
**March 09, 2026**

**AGENDA ITEM TITLE:**

Approval of February 23, 2026, Village Board Minutes.

**PROPOSED BY:** Village Clerk

**FISCAL IMPACT:** No

**AGENDA CATEGORY:** Action

**BUDGETED:** No

**MEETING TYPE REQUIRED:**

Regular

**BUDGET TYPE:**

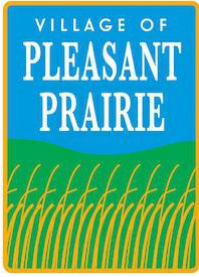
**STRATEGIC INITIATIVE:** No

**SUMMARY:**

**STAFF RECOMMENDATION:**

Approve February 23, 2026 Village Board Minutes

[February 23, 2026 DRAFT.pdf](#)



# MINUTES

## Village Board - Regular Meeting

Village Hall Auditorium  
9915 - 39th Avenue  
Pleasant Prairie, WI  
Monday, February 23, 2026  
6:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call

Present were President Dave Klimisch, and Village Trustees James Kremer, Mike Pollocoff and James Kedrow. Trustee Matt Henby was absent and excused.

4. Citizen Comments

There were no Citizen Comments.

5. Administrator's Report
6. New Business

- 6.A Consider approval of "Exclusive Right to Sell Agreement" between Cushman and Wakefield and the Village of Pleasant Prairie to sell the Village-owned 65 acres of undeveloped real estate in Prairie Highlands Corporate Park.

Rob Hanson, Community Development Director, presented.

Eric Fischer with Cushman and Wakefield answered questions from the Board.

Pollocoff moved to approve Exclusive Right to Sell Agreement between Cushman and Wakefield; Seconded by Kremer; Motion carried 4-0

- 6.B Receive Plan Commission recommendation and consider approval of a Master Conceptual Plan to relocate the Costco gasoline facilities to the vacant property generally located at the southwest corner of CTH H and 76th Street, relocate an existing driveway and add 133 parking spaces.

Rob Hanson, Community Development Director, presented.

Larry Dziurdzik, real estate consultant for Costco, gave additional presentation and answered questions from the Board.

Kremer moved to approve the Master Conceptual Plan to relocate the Costco gasoline facilities as stated; Seconded by Kedrow; Motion carried 4-0.

6.C Receive Plan Commission recommendation and consider approval of Ordinance #26-01 to amend the Floodplain Zoning Ordinance Section 430-1.5 B (1) related to Official Maps to reference Revision 25-06-0167P issued by FEMA for the culvert replacement under Greenway Court associated within the Unnamed Tributary No 1 to the Des Plaines River.

Rob Hanson, Community Development Director, presented.

Pollocoff moved to approve Ordinance #26-10 as presented; Seconded by Kedrow; Motion carried 4-0.

6.D Consider Resolution #26-03 to initiate the change of an official street name of Sagewood Circle and to change the official addresses of the existing eight (8) condominiums currently with addresses on Sagewood Circle.

Rob Hanson, Community Development Director, presented.

Kedrow moved to approve Resolution #26-03 to initiate the change of name; Seconded by Kremer; Motion carried 4-0.

6.E Consider Award of Contract for Phase 1 of the 2026 Cured-In-Place-Pipe Sanitary Sewer - STH 165/(104th Street) project.

Kurt Davidsen, Village Engineer, presented.

Pollocoff moved to Award the Contract to Visu-Sewer, LLC for the Alternative B – UV Cure in the amount of \$1,410,610.00 on the 165 sewer main; Seconded by Klimisch; Motion carried 4-0.

## 7. Consent Agenda

7.A Consider a reduction in the Letter of Credit No. 68204775 associated with the Balcan USA, Inc. TEA Rail Spur Improvement Project.

7.B Approval of February 9, 2026 Regular and Special Village Board Meeting Minutes.

Kremer moved to approve Consent Agenda Items; Seconded by Kedrow; Motion carried 4-0.

## 7. Village Board Comments

## 8. Adjournment

Kedrow moved to adjourn meeting; Seconded by Kremer. Motion carried 4-0 and the meeting was adjourned at 7:06 p.m.

*These are abbreviated minutes. A full and complete audio may be found under "Meetings and Notices" at <https://www.pleasantprairiewi.gov/>*



**AGENDA ITEM COVER**  
**Village Board - Regular Meeting**  
**March 09, 2026**

**AGENDA ITEM TITLE:**

Approval of Resolution #26-04 to dispose of surplus police vehicles.

**PROPOSED BY:** Police

**FISCAL IMPACT:** Yes

**AGENDA CATEGORY:** Action

**BUDGETED:** Yes

**MEETING TYPE REQUIRED:**

Regular

**BUDGET TYPE:**

General Government

**STRATEGIC INITIATIVE:** No

**SUMMARY:**

The Pleasant Prairie Police Department uses a number of vehicles to carry out our daily functions. In 2025 the agency assessed which vehicles would need to be replaced and received approval during the 2026 budget process. One of these approved vehicles is ready to send to an auction and if approved is scheduled to take place on March 14, 2026. The vehicle is squad #3323 (asset: 410 004 000272).

**STAFF RECOMMENDATION:**

Consider approval to proceed with the process to send to auction to receive "Proceeds from the Sale of Old Assets" as approved in the 2026 Police Public Safety Budget regarding squad #3323 (asset: 410 004 000272).

[Resolution #26-04 Authorizing the Village of Pleasant Prairie to Dispose of Surplus Vehicles.pdf](#)

[Resolution #26-04 Exhibit A.pdf](#)

**VILLAGE OF PLEASANT PRAIRIE  
RESOLUTION #26-04**

**RESOLUTION AUTHORIZING THE VILLAGE OF PLEASANT PRAIRIE  
TO DISPOSE OF SURPLUS VEHICLES**

**WHEREAS**, the Village of Pleasant Prairie currently owns vehicles as described in the attached Exhibit “A”; and

**WHEREAS**, said vehicles as described in the attached Exhibit “A: are no longer capable of performing the work required by the Village because of their age, hours of operation and condition; and

**WHEREAS**, said vehicles as described in the attached Exhibit “A: no longer meet the needs of the Village.

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Administrator shall be authorized to sell said vehicles as described in Exhibit “A” to an authorized automobile auction company.

Considered and adopted this 9th day of March 2026.

**VILLAGE OF PLEASANT PRAIRIE**

---

**David J. Klimisch, Village President**

**ATTEST:**

---

**Jane C. Snell, Village Clerk**

**VILLAGE OF PLEASANT PRAIRIE  
RESOLUTION #26-04**

**RESOLUTION AUTHORIZING THE VILLAGE OF PLEASANT PRAIRIE  
TO DISPOSE OF SURPLUS VEHICLES**

**EXHIBIT “A”**

<u>Vehicle #</u>	<u>Year</u>	<u>Make/Model</u>	<u>Mileage</u>	<u>VIN#</u>
3323	2023	Ford Explorer	88,551	1FM5K8AB3PGA35658