CITY OF STOUGHTON
PUBLIC WORKS DEPARTMENT
2439 County Rd A, Stoughton, WI 53589
(608) 877-8684 Office
(608) 877-8387 Fax

BRETT HEBERT
Director of Public Works
BHebert@ci.stoughton.wi.us

Memorandum
To: Public Works Committee Members
From: Brett Hebert, Director of Public Works
Re: Flowers Downtown
Date: January 12, 2021

Public Works Committee Members,

At the request of Alder Boersma, I have been looking into the feasibility of installing flowers along Main St in the downtown corridor. Some of the main concerns that have come up are the cost of implementation of the program and the maintenance of the plantings throughout the growing season. Currently, the city has not budgeted for the purchase or maintenance of flowers in the downtown in 2021. It is estimated that it would cost approximately $2,820 annually to run the program.

Plantings	20 baskets x $45 = $900	
Perpetual Care	160 hours x $12 = $1,920	*(10 hrs per week x 4 mo at $12 per hour)*
Total Annual Cost	$2,820	

I spoke with representatives from the Stoughton Chamber of Commerce and they have no interest in participating in this program at this time.

The City of Edgerton has a nice hanging flower display in their downtown corridor. I spoke with the Director of Public Works for the City of Edgerton about the hanging baskets in their downtown. The City contracts with a local nursery to plant, hang, water, remove dead leaves and switch the flowers out in the fall to a winter arrangement. He mentioned the amount of maintenance that these plantings require as a reason that they contracted the planting and maintenance of the downtown flower baskets to a local nursery.

As I was looking through our internal files, I did come across a permit request and accompanying form, Attachment A and B, that would allow for property owners downtown to purchase, plant and maintain a ground planter on Main St. Participants would have to meet a certain prescribed standard for the type of planter and the plantings in order to receive a permit.

Some issues with this type of program which allows for the ground based planters is that participation may be sporadic throughout the downtown. Does the committee and council want ground planters throughout downtown? Who would be responsible for removing them and storing them in the winter and then returning them in the spring?

I am seeking direction from the committee on what they would like to see downtown. The option would be:

1. Leave downtown as is.
2. Create and develop a program for the hanging baskets that would involve adequately budgeting for the purchase and maintenance of hanging flowers downtown. We would need to hire a seasonal or contract with a third party to provide planting and perpetual care of the baskets.
3. Further develop a program for those wishing to sponsor a ground planter.

Respectfully,

Brett Hebert
Director of Public Works

Attachment A

CITY OF STOUGHTON
STREET DEPARTMENT
515 South Fourth Street, Stoughton, WI 53589
(608) 873-6303 Ext. 622
(608) 877-8387 Fax
www.cityofstoughton.com

KARL D. MANTHE
Street Superintendent
kmanthe@ci.stoughton.wi.us

Date: March 10, 2010

To: Public Works Committee

From: Karl D. Manthe – Street Superintendent

Subject: Permit to Allow Decorative Landscape Planters Downtown

Mr. Jim Schaefer from Schaefer Land Design has approached the city to obtain a permit to allow decorative landscape planters in the downtown district along Main Street. Mr. Schaefer has some private clients that have expressed a desire to have Mr. Schaefer place and maintain the planters along the colored stamped brick. I cannot recall a request to place planters within the right-of-way; however City Ordinance Section 64-9 covers this request. A draft agreement form has been included along with some diagrams and information from Mr. Schaefer who plans on attending the Public Works Committee Meeting on Tuesday March 16, 2010 to present his plan and answer any questions the committee may have. Please let me know if you have any questions

Attachment B

City of Stoughton
Permit for Main Street Planters
March 22, 2010

City ordinances state:

Section 64-9 Streets, Sidewalks, and other public places.

(g) Private property in street rights-of-way.

(1) Private property adjacent to streets, in street rights-of-way, is permitted as follows:

(2) Permit required. A permit from the street superintendent shall be required for the following:

Any structure, installation or construction adjacent to the street, in the public right-of-way or park row, of private property for longer than 90 consecutive days, such as lamp posts, hitching posts, benches, sculpture or other art, decoration or improvement. Except that no permit is required for one "open" flag per business along Main Street from Page Street to Hillside Street which are placed only on Sundays. In the absence of an existing flag pole hole in the concrete, the business shall utilize an above-grade holder, positioned in-line with existing in-ground flag pole holes.

LIABILITY AGREEMENT

The applications for the permit provided for in the preceding subsection shall state the purpose for which the permit is desired and the proposed location, and shall contain an agreement that the applicant shall pay all damages to persons or property, public or private, caused by the applicant, his agents, employees or servants in the doing or erection of the work for which the permit is granted. Any applicant may be required, as a condition to the granting of a permit, at the discretion of the Street Superintendent, to file an undertaking, in such amount as the Street Superintendent shall determine, to leave the street, sidewalk or alley in as good condition as the same was in when the permitted activity was commended, and to save the City harmless from any damages, cost and charges that may accrue from the applicant's use of such street, sidewalk or alley by reason of such permitted activity.

Applicant Signature: _____

Date: _____

APPROVAL & PLACEMENT

In accordance the Street Superintendent authorizes Main Street business or property owners to place decorative planters in the public right of way in front of their properties, between the building facades and the curbline, subject to the following provisions:

- Planters shall be approximately in line with the furnishings-row of brick accent paving, benches, and tree plantings
- Planters shall be 24" minimum diameter or square, and 42" maximum diameter.
- Planters shall be placed to avoid parked car door-swings and shall not block access to parking stalls
- Access shall be maintained along the sidewalk at all times
- The City reserves the right to require the planters to be moved if snow removal or other street maintenance tasks are at issue with the planters. The planters should be moved close to building facades after the winter holidays if it is judged to improve snow removal efficiency.
- Planters shall be maintained to have healthy plantings during the growing season, and appropriate seasonal display material that is also well-maintained during the cold seasons.

Approved:_____ Date: _____

Street Superintendent