

AGENDA
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
AUGUST 14, 2023
5:30 PM

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the City Council on items on/or not on the current agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate. You will be limited to three (3) minutes and we ask that you conduct yourself in a professional, courteous manner, and refrain from the use of profanity. Failure to abide by this policy may result in the loss of your privilege to speak".

APPROVAL OF MINUTES:

1. To consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota City EDA for July 10, 2023

COMMUNICATIONS:

OLD BUSINESS:

2. Wyoming Downtown Master Plan - MSA

NEW BUSINESS:

3. Wyoming EDA 2024 Budget Discussion

UPDATES

4. Wyoming EDA Updates

ADJOURN

**UNAPPROVED MINUTES
ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
JULY 10, 2023
6:00 PM**

CALL TO ORDER:

CALL OF ROLL:

On a Call of the Roll the following members of the Wyoming EDA were present:

EDA Members: Mayor Iverson, Council Member Schilling, Andrew Buccanero, and Alex Bulmer

Also Present: Robb Linwood - City Administrator and Nancy Hoffman – Chisago County HRA/EDA and Claire Michelson & Emily Herold, MSA.

ABSENT: Eric Nault

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the EDA on items not on the current Agenda. Items requiring EDA action maybe deferred to staff for research and future EDA Agendas if appropriate.”

1. Consider approving the minutes of the “Regular Meeting” of the Wyoming, Minnesota City EDA for June 12, 2023

A MOTION WAS MADE BY EDA MEMBER SCHILLING SECONDED BY EDA MEMBER BULMER TO APPROVE THE “REGULAR MEETING” MINUTES OF THE WYOMING, MINNESOTA ECONOMIC DEVELOPMENT AUTHORITY FOR JUNE 12, 2023

Voting Aye: Iverson, Schilling, Buccanero and Bulmer

Voting Nay:

Abstain:

SCHEDULED BID LETTINGS: NONE.

SCHEDULED PUBLIC HEARINGS: NONE

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:

COMMUNICATIONS:

NONE

OLD BUSINESS:

2. To continue discussion and work with MSA for the Wyoming Master Downtown Plan

Emily Herold and Claire Michelson were present from MSA to discuss the current status of the project and updates.

- They discussed they are still reviewing the existing conditions in the area including the layout and inventory of streets and existing buildings in the area.
- They are also reviewing the walkability of the downtown area
- They are evaluating the sizes of the parcels based on acreage and square footage and placing values on the parcels in the downtown area
- They continue to review the existing zoning map and the land use map from the comp plan for the downtown core to make sure the existing conditions allow for the downtown area to continue to develop and or redevelop.

Mayor Iverson did share the Planning commission is working on the architectural standards for the city in different zoning districts.

MSA discussed the current results of the survey and that they would leave the survey up for a bit longer if the city wanted to push out the survey one more time on social media and the weekly email update. It was determined the city would push out the survey one more time.

NEW BUSINESS:

3. To consider approving a booth for the MNCAR Expo on October 25, 2023

City Administrator Linwood discussed that this is an annual event the EDA has a presence at. It is extremely well attended by commercial real estate brokers, companies and other contacts that have proven valuable.

A MOTION WAS MADE BY MEMBER IVERSON SECONDED BY MEMBER SCHILLING TO APPROVE THE COSTS FOR THE ATTENDANCE THE MNCAR EVENT AND TRADE SHOW ITEMS FOR AN AMOUNT OF \$1,650.00

Voting Aye: Iverson, Bulmer, Buccanero and Schilling

Voting Nay:

Abstain:

4. To consider updating the Wyoming Economic Development Authority's Bylaws

City Administrator Linwood stated that the EDA wanted to change their meeting time to 5:30PM from 6:00PM. It is necessary to update the EDA Bylaws to show that change. The changes had been made and are available for review by the authority.

A MOTION WAS MADE BY MEMBER BULMER SECONDED BY MEMBER SCHILLING TO UPDATE THE MEETING TIME FOR THE EDA IN THE BYLAWS AND TO CHANGE THE MEETING TIME TO 5:30PM

Voting Aye: Iverson, Bulmer, Buccanero and Nault

Voting Nay:

Abstain:

UPDATES:

5. Wyoming EDA updates

City Administrator Linwood gave updates to the Wyoming EDA that the First State Bank of Wyoming is the business of the month. He also updated the EDA that the Affordable housing project was approved by the Wyoming council at the July 5, 2023 meeting. The city council approved resolution for the intent to create a Tax Increment Financing district and support of the project.

ADJOURN

**A MOTION WAS MADE BY MEMBER IVERSON SECONDED BY MEMBER SCHILLING TO
ADJOURN THE JULY 10, 2023 “REGULAR MEETING” OF THE WYOMING, MINNESOTA
ECONOMIC DEVELOPMENT AUTHORITY MEETING AT 6:02P.M.**

Voting Aye: Iverson, Bulmer, Buccanero and Schilling

Voting Nay:

Abstain:



Request for EDA Action

Date: August 11, 2023

Presented to: EDA Members

Presented by: Robb Linwood, City Administrator

Department: Administration

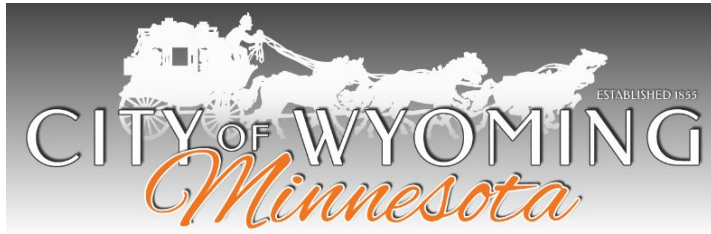
Reference: Wyoming Downtown Master Plan - MSA

Method: Old Business

Background Information:

A Downtown Master Plan is the guiding policy document that captures the vision for a downtown's growth and development. Continuous public engagement and meetings with community decision makers guides the development of the document, which establishes the framework, overarching goals, priorities, and specific action items for achieving the vision. The resulting document expresses and regulates public policies on urban design, economic development, mobility, land use, and other pertinent downtown elements.

Representatives from MSA will be at the August 14th meeting and will give a brief overview of everything up until this point and then begin discussions about redevelopment opportunities/concepts. I have attached their presentation for your review prior to the discussion on Monday.



EDA Meeting

August 14, 2023

AGENDA

- Timeline and progress to-date
- Summary review of plans & studies
- Summary of community engagement
- Market approach & info
- Existing conditions analysis
- Thoughts & ideas
- Discussion & next steps

Timeline and Progress To-Date

May 2023

- Project Kickoff with City Staff and MSA
- Start Existing Conditions Analysis and Economic Analysis

June 2023

- Create Project Website, Community Survey, and Crowdscore Map
- EDA Meeting #1: Process Overview, Engagement Planning, and Issues & Opportunities Discussion
- Touch-a-Truck event

July 2023

- Draft Introduction and Public Engagement Chapters Text
- EDA Meeting #2: Existing Conditions and Public Input Review
- Begin Drafting Goals & Strategies

August 2023

- Finish Existing Conditions Analysis and Economic Analysis
- Begin Redevelopment Concept
- EDA Meeting #3: Vision and Goals Review & Redevelopment Concept Planning

September 2023

- EDA Meeting #4: Review of Redevelopment Concept and Action Plan
- **Stagecoach Days Pop-Up Event (Sept. 16)**
- Continue Drafting Document

October 2023

- Complete Draft Document and Action Plan for Implementation
- **Send Drafted Plan to City Staff and EDA for Review**

November 2023

- Complete Document Edits
- EDA Meeting #5: Final Review of Plan, Acceptance, and Adoption

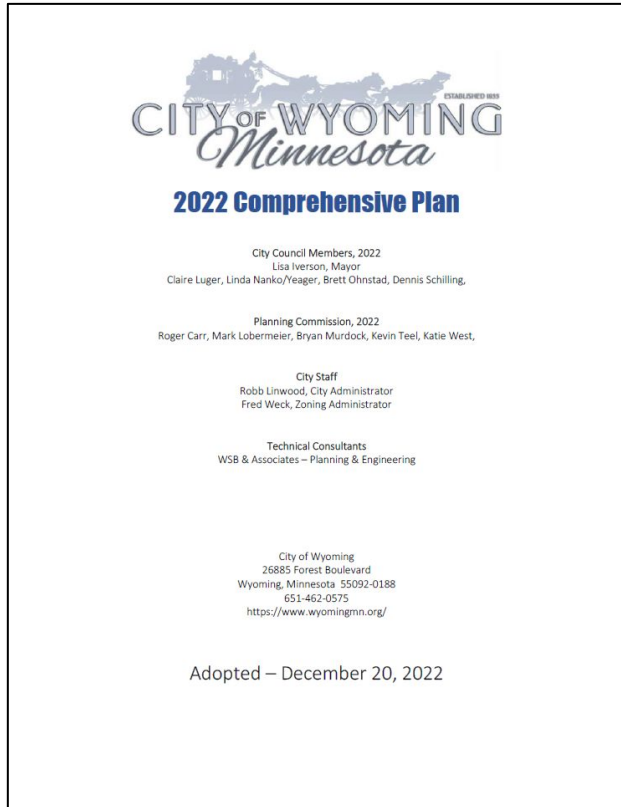
December 2023

- City Council Adoption

Summary Review of Plans and Studies

Comprehensive Plan (2022)

- Land Use chapter
 - “Downtown Core” = “more densely developed area with retail and service businesses, City Hall, County library and high-density residential neighborhoods.”
- Housing chapter
 - Encourages addition of attached and multi-family housing in “transitional space between commercial and single-family areas, and at high-amenity locations near streams, parks, and greenways.”
- Economic Development chapter
 - Top priority: “Enhanc[ing] a sense of destination, identity, and community”
 - Business-friendly community through strategic development, urban design, and mobility improvements



Summary Review of Plans and Studies



EDA Strategic Plan (2017)

- Vision Statement: “Regionally Located Business Friendly and Family Orientated Community”
 - Objective: “family-oriented amenities, a vibrant identity & centralized gathering places”
- Suggestions for “Enhance sense of destination, identity, and community” (Strategic Goal)
 - One or more centralized gathering places
 - Wyoming’s should support a brand, which can then be used as a powerful tool for recruiting development and residents
 - Expand the community’s recreational and community event schedule with concerts, art festivals, block parties, etc.
 - Centralized retail development around Viking/Forest intersection

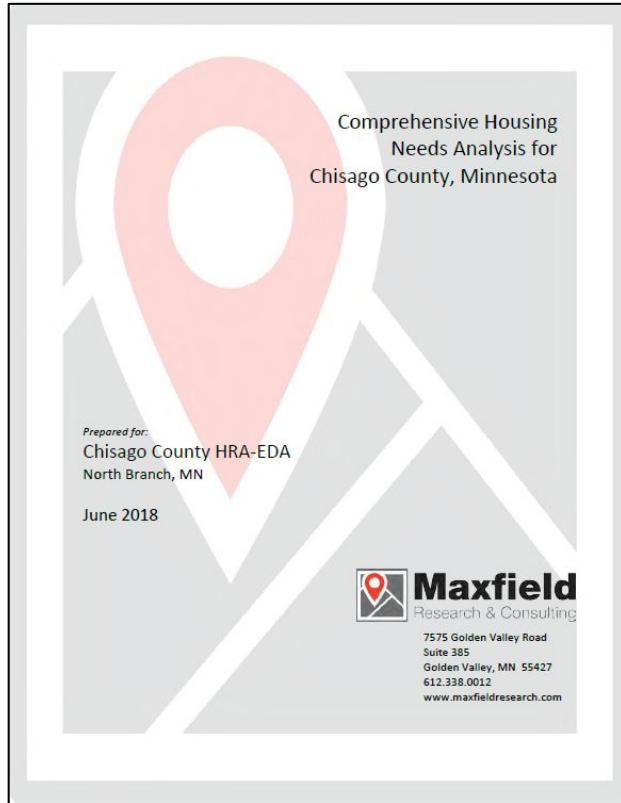
Summary Review of Plans and Studies



Parks, Open Space and Trail System Plan (2022)

- Concept/specific recommendations for Railroad Park
- Recommended mobility improvements:
 - Add more bike parking for cyclists utilizing the Sunrise Prairie Regional Trail.
 - Install comprehensive wayfinding signage that call out parks, trails, and other points of interest.
 - Improve pedestrian crossings at major and/or high-pedestrian traffic intersections, including Forest Blvd & 273rd St and E Viking Blvd & Fenwick Ave.
 - Establish pedestrian routes to connect downtown to adjacent neighborhoods and commercial areas.

Summary Review of Plans and Studies



Chisago County Housing Study (2018)

- Wyoming is projected to have the largest proportional growth in population, increasing approximately 27% by 2030
- Housing needs identified for Wyoming submarket:
 - 800 new for-sale units (641 single-family homes and 160 multi-family homes).
 - 160 new rental units (90 market rate and 70 affordable/subsidized units).
 - Half of all rental housing options are located in single-family homes.
 - The majority of senior housing demand falls within the “active adult product” category: senior cooperative, adult rental, affordable rental, independent living, and memory care.

Summary of Community Engagement To-Date

Community Input Survey

- 61 total responses
- Highest-priority design elements:
 - Public gathering areas (e.g. bandshell, pavilion, outdoor seating areas)
 - Cohesive and attractive architecture
 - Elements that define downtown Wyoming's boundaries and/or character
- Redevelopment should emphasize retail/commercial and eating/drinking establishments
- Rankings from Strongly Agree to Strongly Disagree
 - Residents generally feel safe walking or cycling downtown
 - Residents feel neutral about spending time downtown; many feel that they do not have a go-to place to meet with family and friends
 - Residents feel neutral about downtown Wyoming having a "strong sense of place"

Summary of Community Engagement To-Date

Touch-a-Truck (Saturday, June 3rd)

VISIONING EXERCISE

City of Wyoming Downtown Master Plan

BUILT ENVIRONMENT

STREETSCAPE

GATHERING AREAS

PEDESTRIAN / CYCLING INFRASTRUCTURE

PARKING

Legend:

- No/Not + Want
- Yes/Want

MSA

Share Your Thoughts!

City of Wyoming Downtown Master Plan

add more playground
activities to Sweden Park

What is one thing you would KEEP in downtown Wyoming?

- existing parks III
- small town character III
- Keep old buildings style I
- no multimodal Bike trails
Keep sidewalks ped only >
- Farmers Market (Bd Improvement)

What is one thing you would CHANGE about downtown Wyoming?

- roundabouts at major intersections
↳ no
- Add Park IIII
- More Restaurants IIII
- Round about by Holiday Village Inn. I
- More walking trails! & Hawk Meadow
- Design consistency
- change/clean up liquor store facade
- new/bigger firehouse ^{police station} III
- Restore Gazebo + add Picnic/
Seating III
- More restaurant patios + small shops IIII
- Splash pad IIII
- Hardware store
- more sidewalks
- Outdoor Seating

Where would you consider the "heart" of downtown Wyoming to be?

- corner of Viking + Forest III
- Cornerstone area IIII
- Broadway + 61
- Railroad Park

If you had a million dollars to spend on downtown Wyoming, what would you spend it on?

- Grocery store (Costco) II
- Park gathering space IIII
- add playground complex similar to Hugo III
- Hospital/Medical center Improvement
- Mountain Bike Trails
- Soccer FC Team / Field
- Splash Pad II
- Building Design new development
- more development ^{new development}
around strip mall on Easton

Summary of Community Engagement To-Date

Strengths

- Strong sense of belonging – people move to Wyoming and stay
- Isn't Minneapolis or St. Paul
- Many notable large companies in/around community
- Recently upsized 61 corridor sewer line & water tower
- Sunrise Prairie Regional Trail and the thru traffic that it generates

Weaknesses

- Cement-based old buildings
- Lack of identifiable streetscape
- Lack of eateries, shops, and housing
- Lack of hotels/lodging for corporate visitors
- No QuikTrip/gas station
- Traffic movement within downtown, especially during rush hour
- Parking/walkability from outside downtown
- Not enough sidewalks

Opportunities

- Railroad Park improvements
- Development of architectural standards with Planning Commission
- Add EV chargers to trail parking lot/downtown area
- New 72-unit multi-family housing development
- Lots of land for sale & willing sellers
- Collaboration with owner of multi-business corner (intersection of Forest and Viking)
- Capitalize on industrial character & promote new assets
- Forest/Viking intersection could use further safety improvements
- Implementation of creative traffic calming measures
- Bringing pedestrian infrastructure into ADA compliance

Threats

- Competition with surrounding communities
- Can current infrastructure handle growth?

Summary Notes on the Market

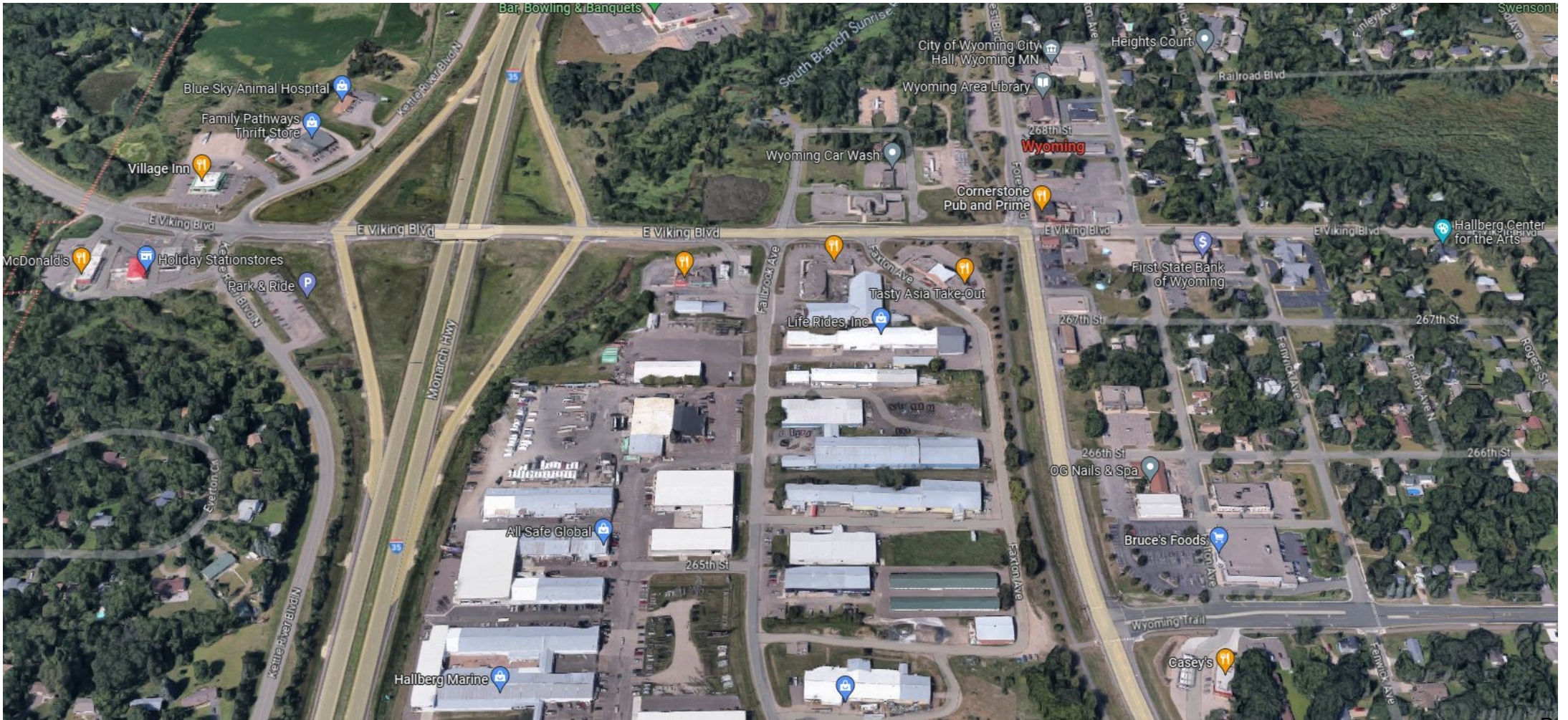
- 65+ population is fastest growing segment: (MN = 17%; Chisago Co = 17.2%)
- By 2040 expected to be over 22%
- Bike tourist dollars: in US pre-pandemic = \$97 B on retail spending
- MN non-motorized trail users spend \$2.7 B annually & support 37,000 jobs
- Data approach:

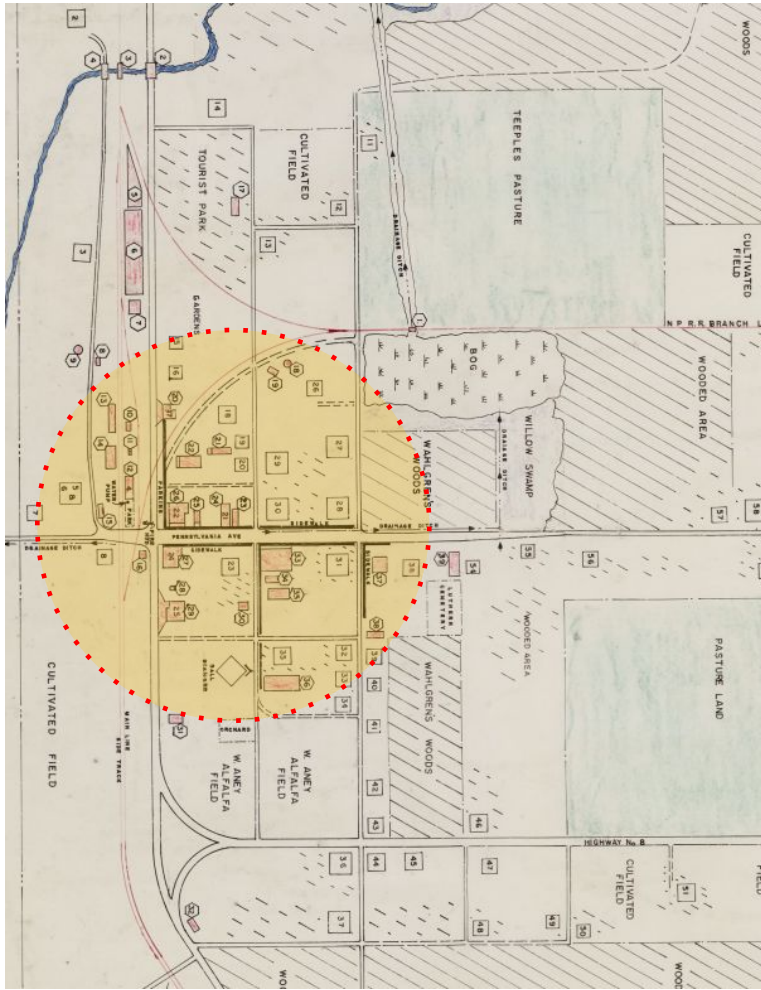
Wyoming_Business Analyst Reports.zip 8 items

Name	Last modified	File size
 Business_Summary_bff20d1e-dd39-442e-a02e-e7b13bdb4b96.pdf	Aug 8, 2023	87 KB
 citywide_Business Summary.pdf	Aug 8, 2023	437 KB
 citywide_Business_Locator_50f96825-cdc4-4840-b0ce-5dec6b79...	Aug 8, 2023	223 KB
 citywide_Retail_Demand_Outlook_9b009a85-1a0a-480c-b9e0-29...	Aug 8, 2023	119 KB
 Dominant_Tapestry_Map_fad9f158-3b2f-4d9c-bdf6-5a93bc7a4ff1....	Aug 8, 2023	737 KB
 Market_Profile_525995b3-d3b9-469f-8d8b-cf31f9d555da.pdf	Aug 8, 2023	146 KB
 Traffic_Count_Map_5c31209f-5c42-4dd1-8dfc-f36608debbe4.pdf	Aug 8, 2023	787 KB
 Traffic_Count_Profile_86cd5b4f-2b87-4b6f-93fc-2d9228bca91f.pdf	Aug 8, 2023	70 KB

Summary Notes on the Market

- Most commercial/retail uses in the downtown are local; chain stores located at the interchange
- Proposed apt mix: 37.5% are 3 or 4 Bedroom units





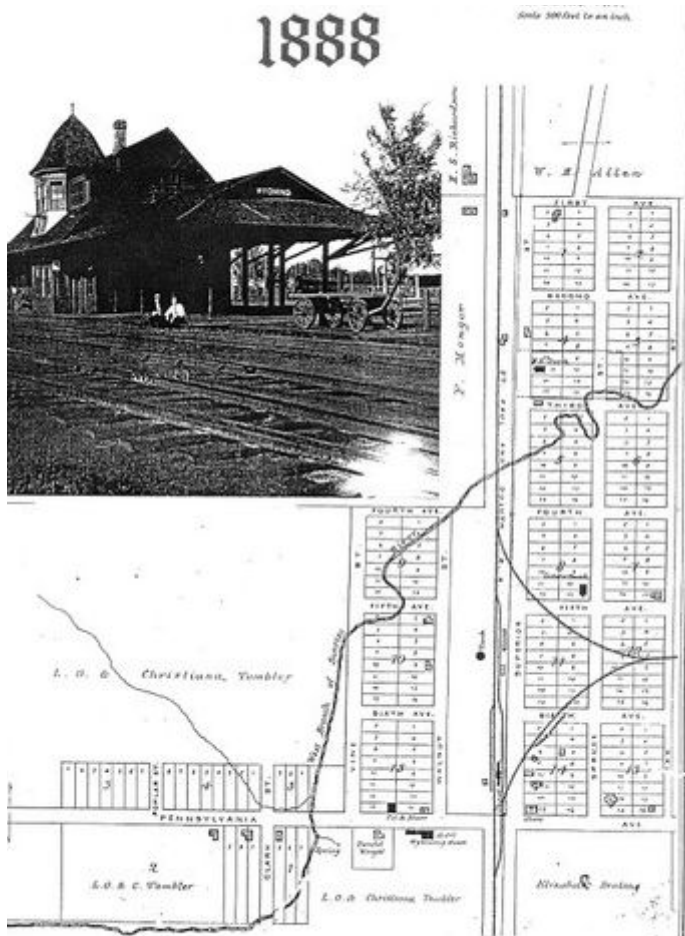
~1930



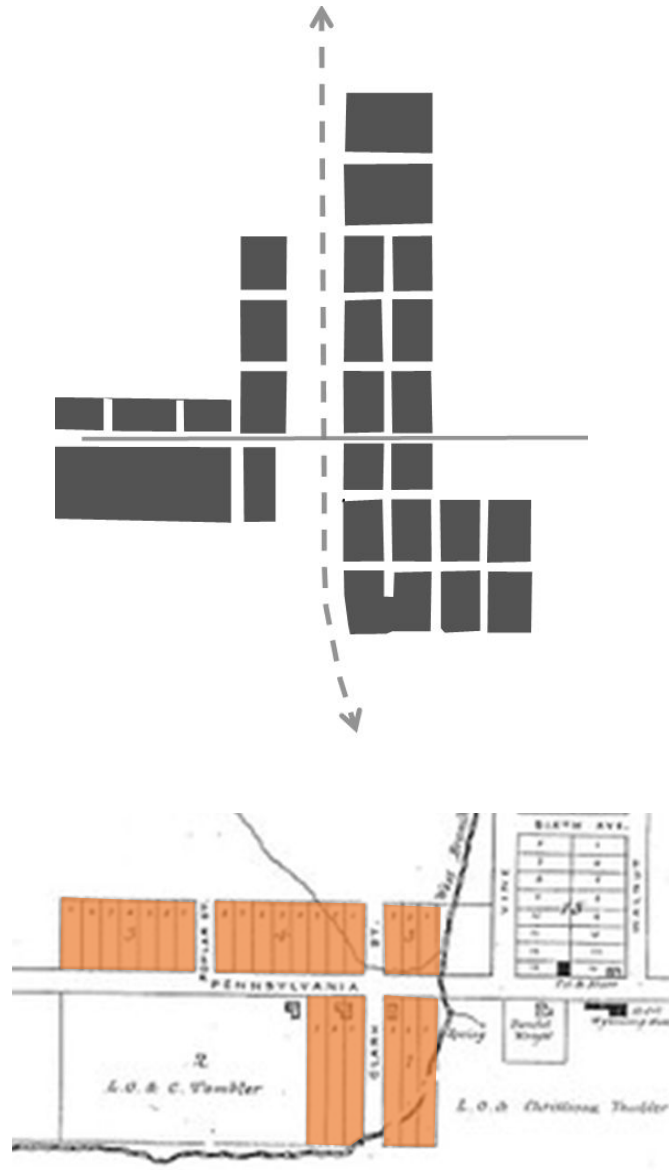
1953



2022



1888 Town Plat



Plat Diagram



Town Pattern Today

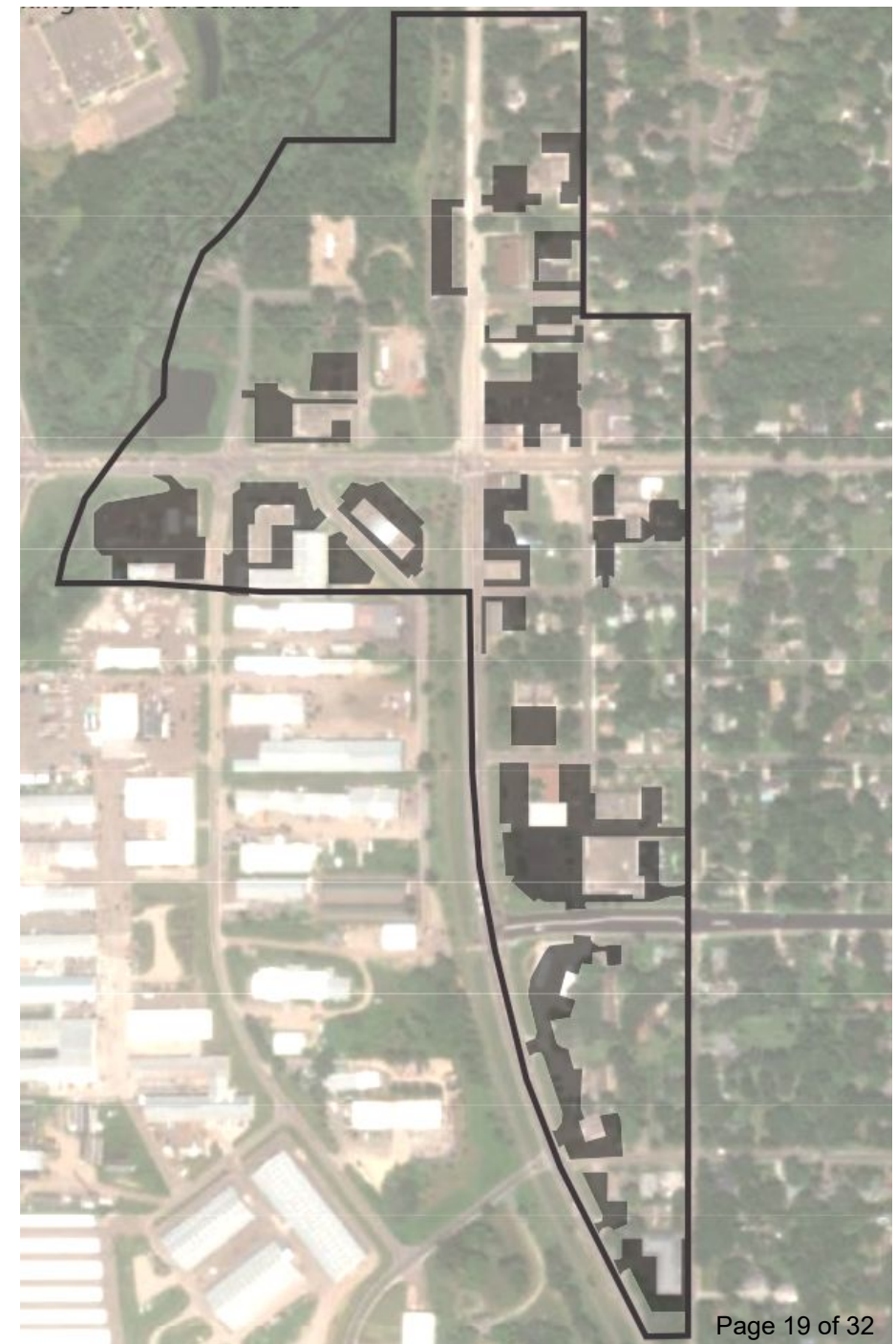


Figure Ground

- Area of influence vs. study area boundary
- Grain & texture of buildings $\sim$ /= use and value; distinction is building materials/quality

Parking Diagram

- Form follows function (each separate use determines dedicated parking supply)



Building Use



Public/government

Multi-family building

Retail, restaurant

Service, office

Park/Open Space



- Most studies associate a real estate premium with relation to open space

Streets & Movement

-  Pedestrian unfriendly
-  Auto-oriented
-  Pedestrian friendly

Trails

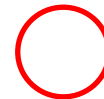
Prairie Sunrise



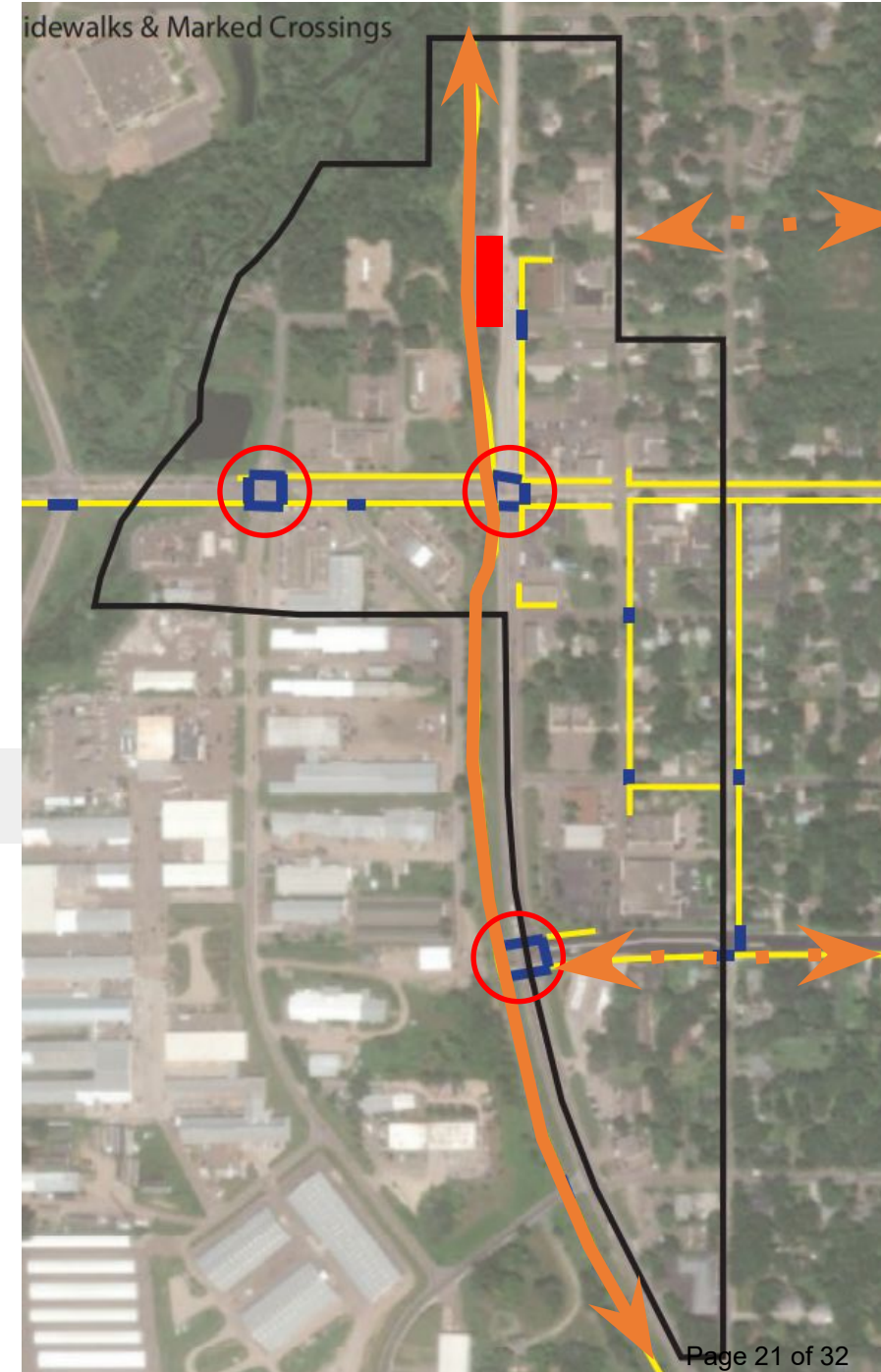
Swedish Immigrant

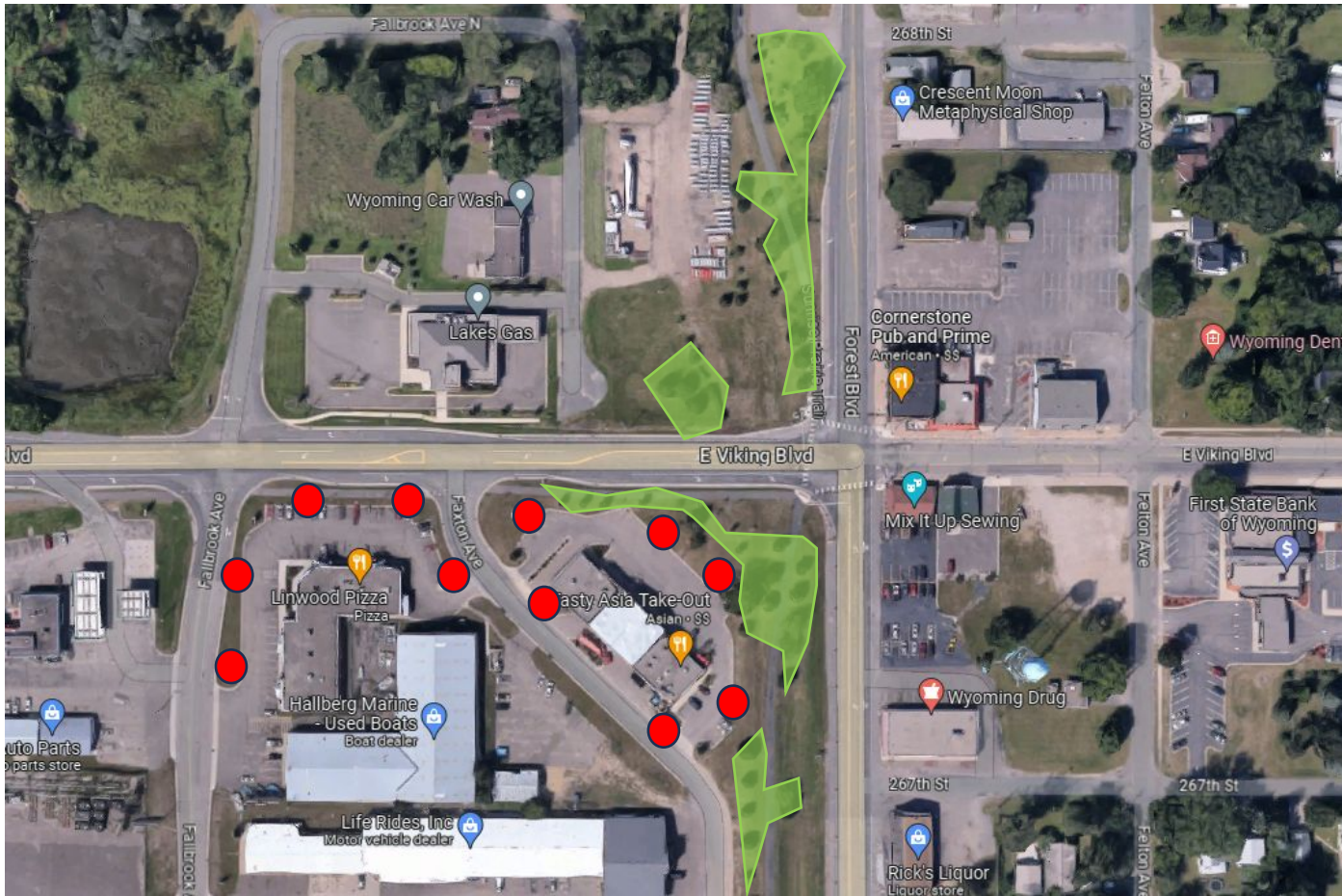


Signalized crossing



sidewalks & Marked Crossings





Streetscape





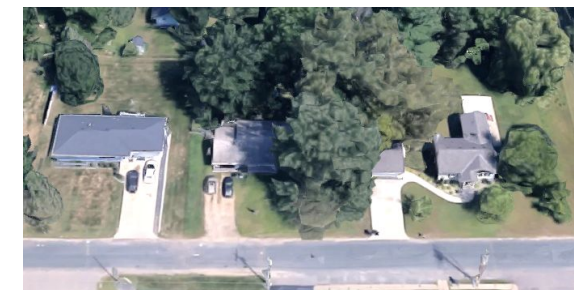
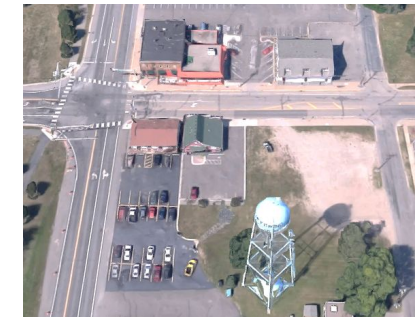
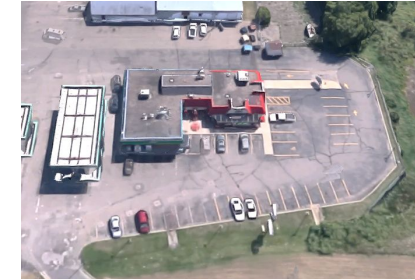
Vacant & underutilized

• 4.7 acres

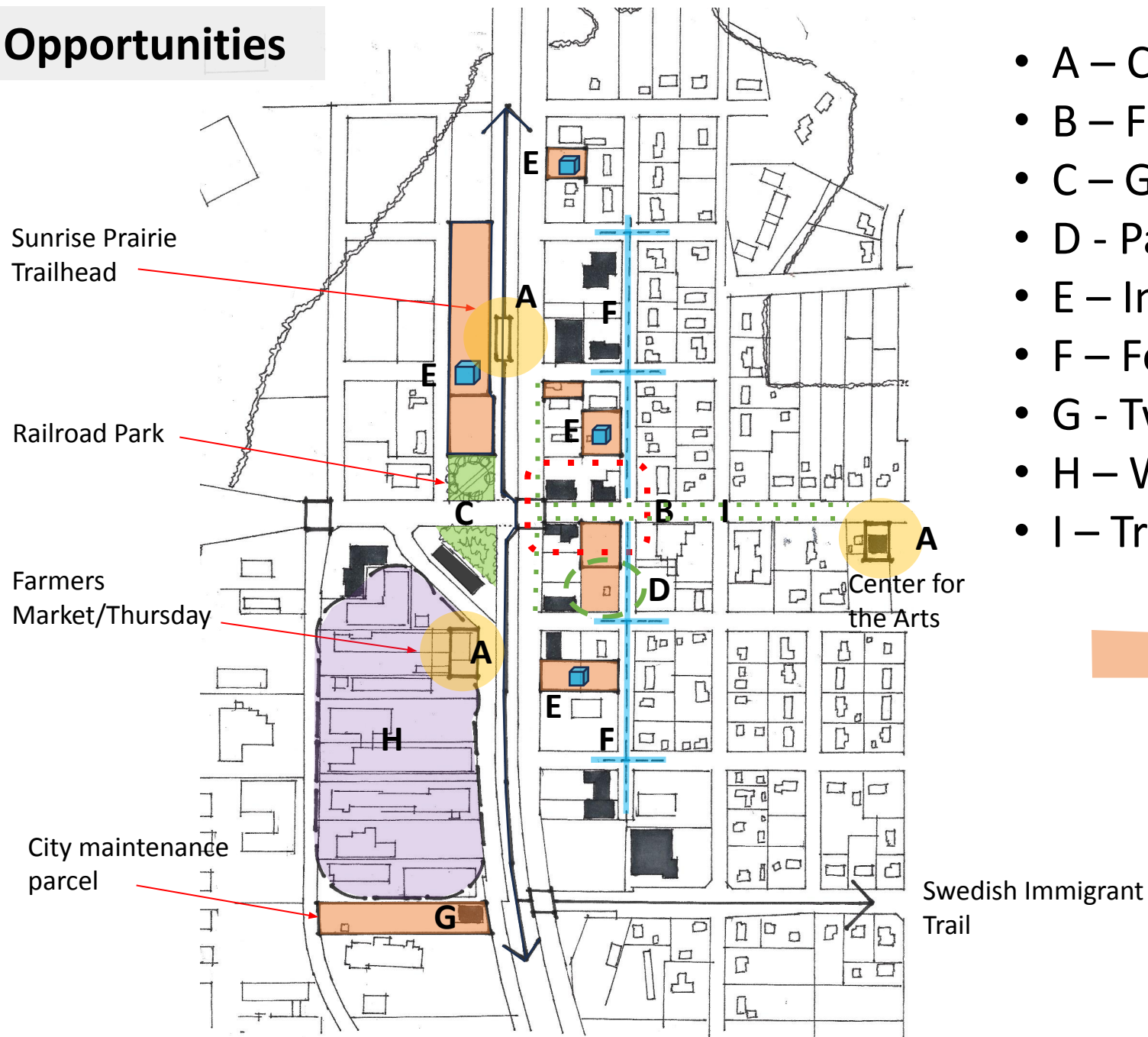


Character Areas

- Highway oriented
- Workplace/employment
- Commercial
- Residential
- Environmental
- Governmental/public



Ideas & Opportunities

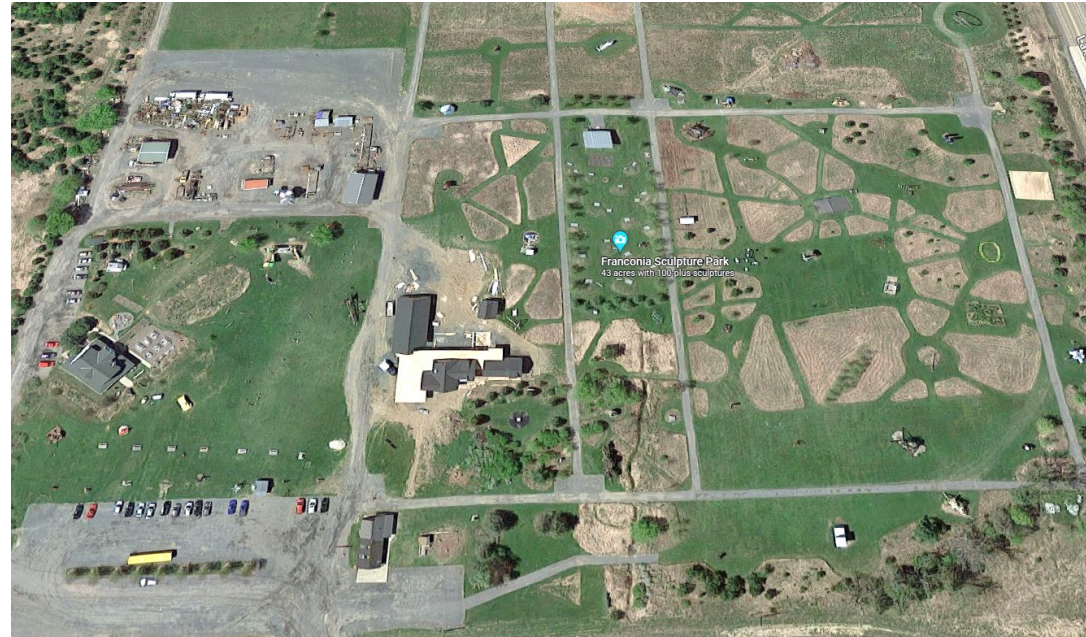
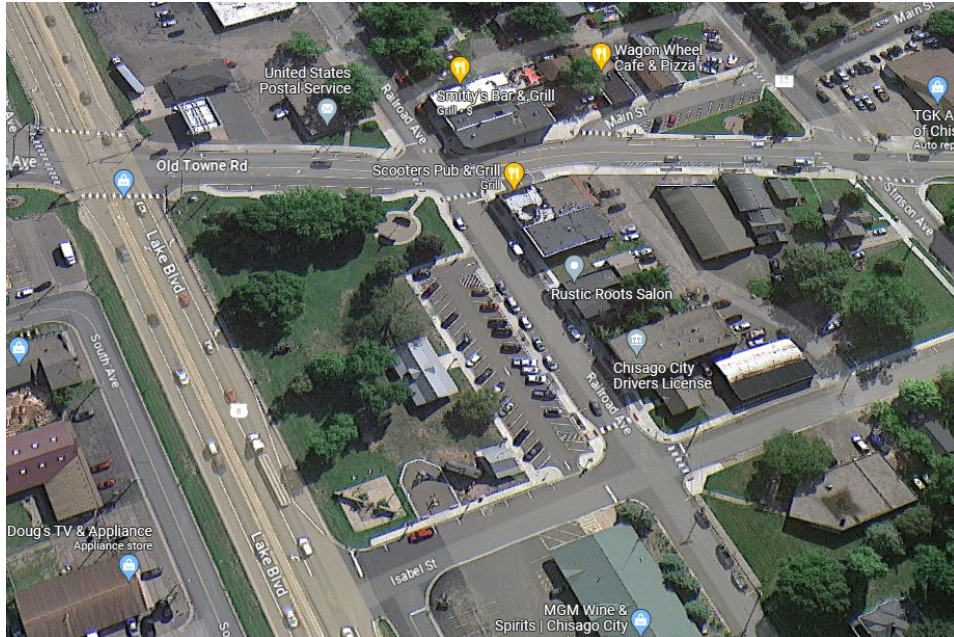


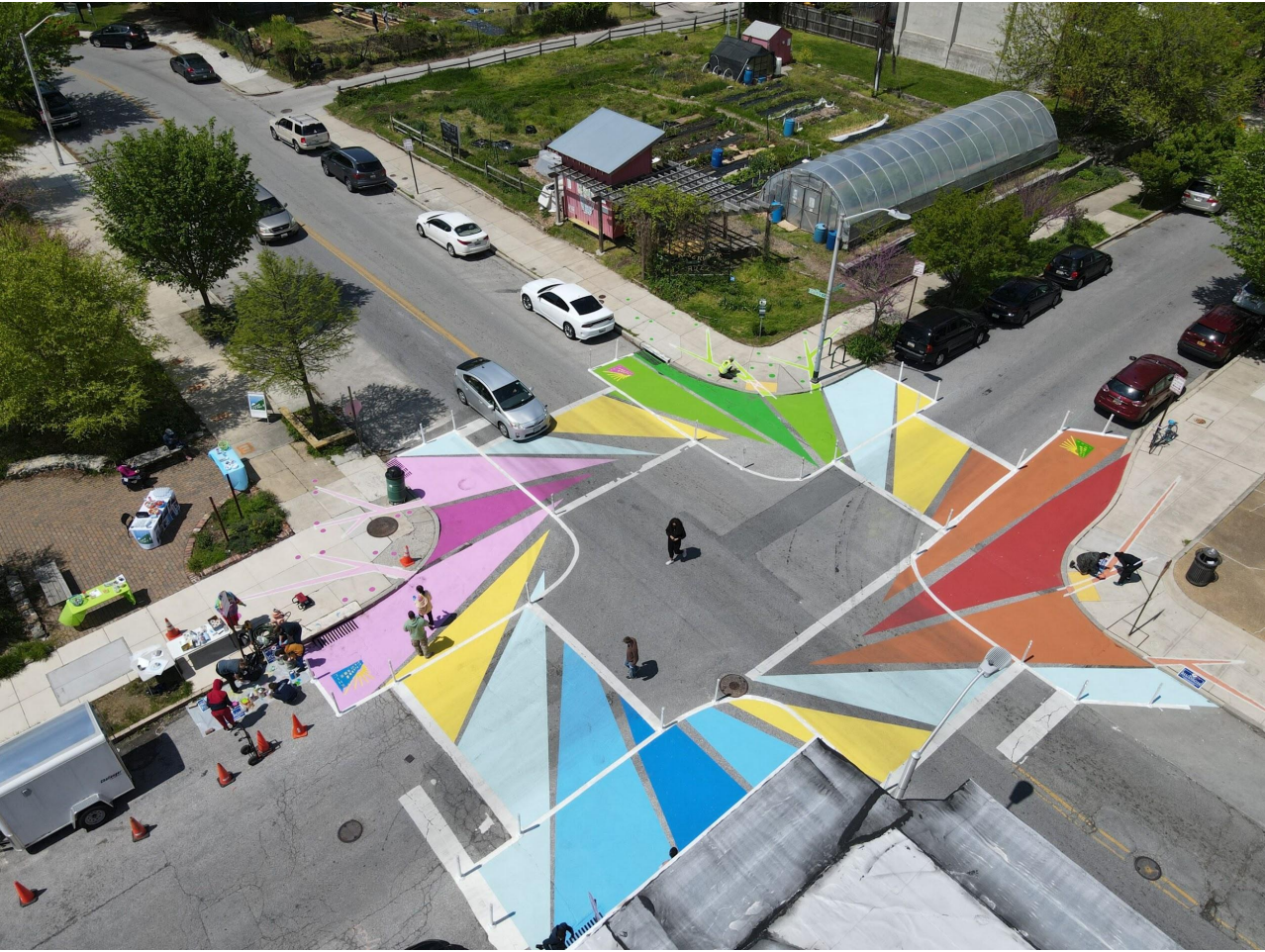
- A – Connect the dots
- B – Frame the Main
- C – Gateway Green
- D - Park at the Heart
- E – In Town Living
- F – Follow Felton
- G - Two are better than one
- H – Why not a village in WY
- I – Treat the Street



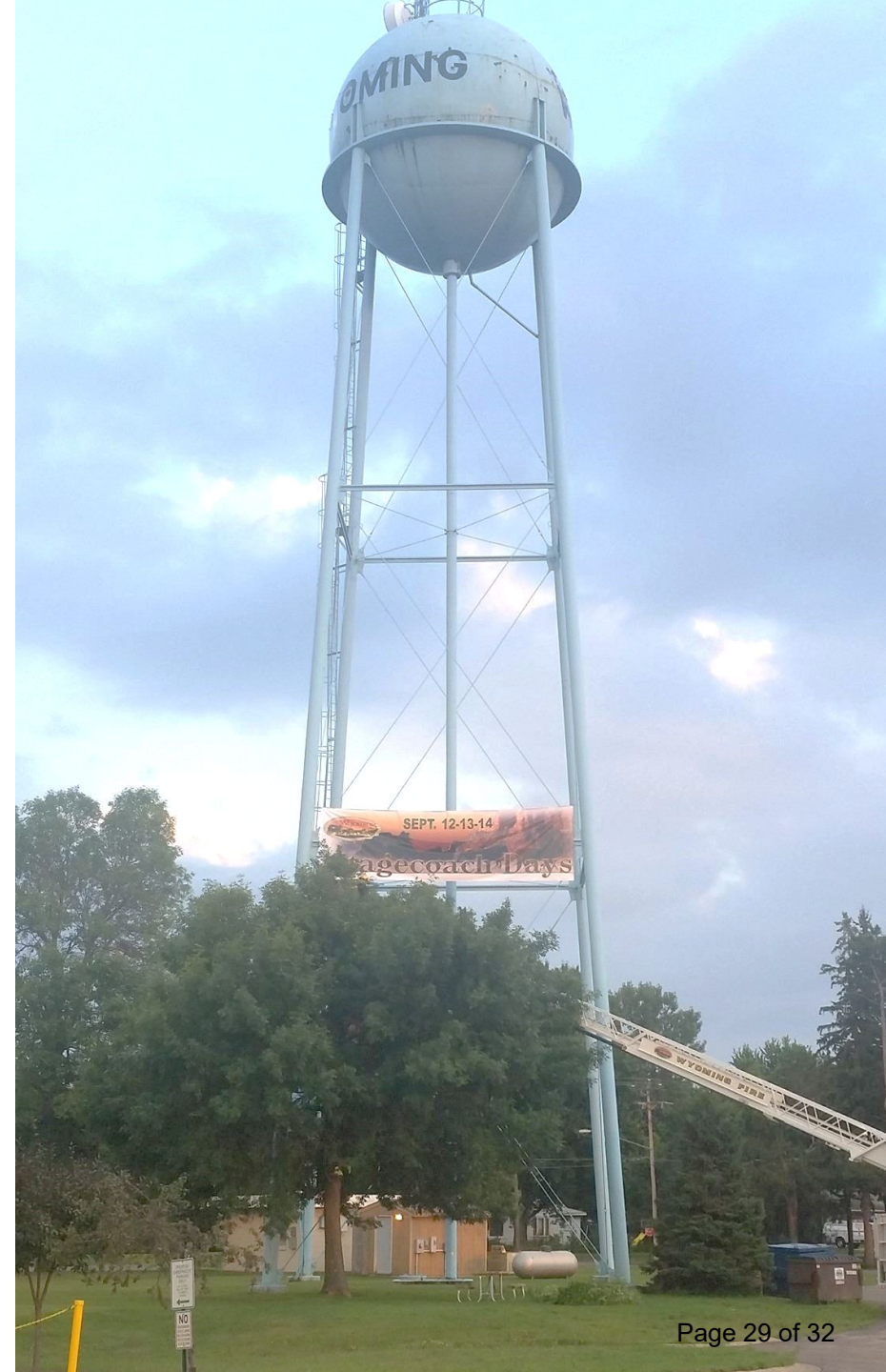
Nearby Precedents

- Forest Lake
- Scandia
- Chisago City
- Franconia Sculpture Garden











Request for EDA Action

Date: August 11, 2023

Presented to: EDA Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: 2024 Budget Discussion

Method: New Business

Background Information:

Then annual EDA levy for 2023 was \$10,000. We are looking to have the group make an initial recommendation to the city council for the 2024 budget

2023 Expenditures YTD

- MNCAR + Trade Show items - \$1,650
- EDAM Winter Conference - \$235.00
- Business of the Month Signage \$350.00
- Initiative Foundation \$250.00
- Wyoming Downtown Master Plan – \$19,000 (\$6,000 paid YTD and we received \$11,000 in donations for the study – Total Wyoming EDA Cost will be \$19,000.
- MNCAR Membership - \$325.00

TOTAL Expenditures YTD - \$21,810 – *The EDA is using some of the existing fund balance to cover the extra costs of the Downtown Study.

2024 Priorities

I would like to begin some of the initial conversations with the group about 2023 budget priorities. The Wyoming City budgeted \$10,000 for the EDA levy in the preliminary budget.

EDA Communications

Date: August 11, 2023

Presented to: EDA Members

Presented by: Robb Linwood, City Administrator

Department: Administration

Reference: Updates

Method: Communications

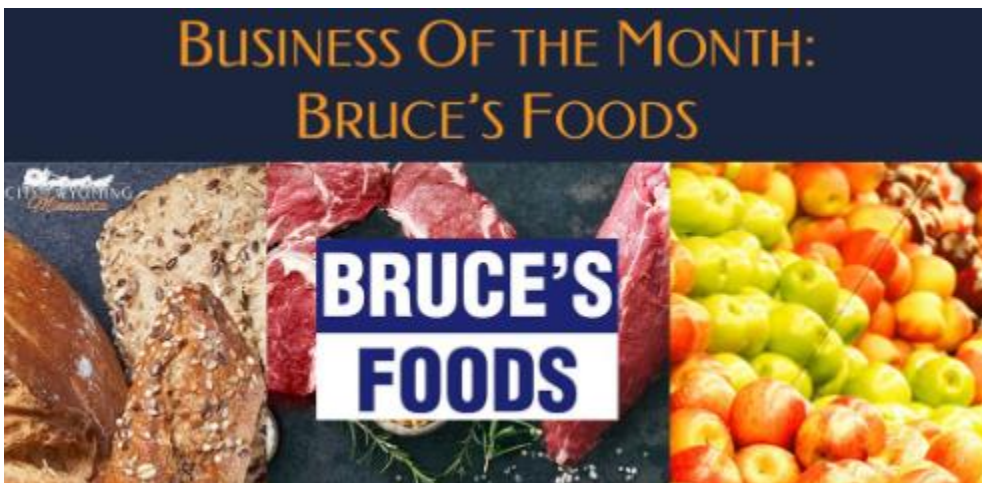
Wyoming EDA Business of the Month for August:

Bruce's Foods is an independent, local, family-run full service store open 365 days a year. They strive to put customer service first with a friendly smile and carryout service. Their quality and prices compare with the box stores and they appreciate your past patronage and look forward to serving you in the future.

At Bruce's Foods, they feature beef that is USDA choice or better. All their meats are hand-cut fresh and trimmed by their meat specialists in store. If there is something specially ordered, they will get it in for you. Bruce's Foods prides themselves on their fast and friendly service, and want to accommodate you in any way they can.

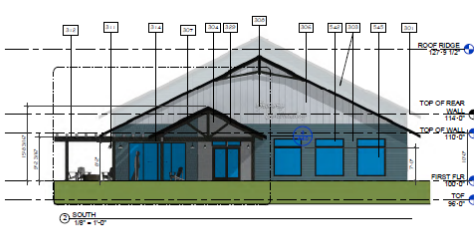
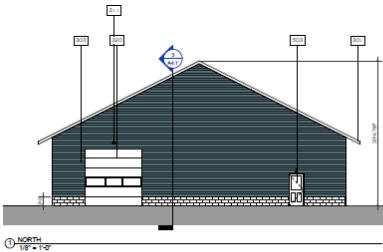
Bruce's Foods also features homemade meals and salads, broasted or rotisserie chicken, handmade sandwiches, as well as meat/cheese or fruit trays for any special occasion. Their bakery features made-to-order cakes, fresh daily made breads, buns, or dinner rolls. Visit them for all your personal and party needs.

For more information - <https://www.brucesfoodsmn.com/>

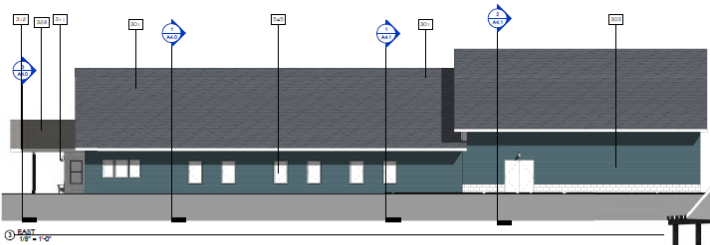


Commercial Plumbing and Heating – Commercial Plumbing and Heating has submitted an application for a 7,280 sq. ft. building addition to their existing building. This plan will be reviewed by the Wyoming Planning Commission and city council at upcoming meetings in September.

Gregory Contracting – Will be constructing a new 8,623 square foot office building on their property at 7310 Lake Boulevard. The building and site plan has been approved by the city council and grading on the site will be starting soon.



ELEVATION KEYNOTES	
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VIEW FROM FRONT ENTRANCE

SHOWN FOR VISUAL REFERENCE ONLY
DEPICTION IS NOT 100% ACCURATE
FINAL LOCATION & SELECTION OF MATERIALS TO BE CHOSEN BY OWNER.

ITEM	DESCRIPTION	QUANTITY
1	ROOF RIDGE	1
2	TOP OF REAR WALL	1
3	TOP OF WALL	1
4	FIRST FLOOR	1
5	TOP OF ROOF	1
6	TOP OF WALL	1
7	FIRST FLOOR	1
8	TOP OF ROOF	1
9	TOP OF WALL	1
10	FIRST FLOOR	1
11	TOP OF ROOF	1
12	TOP OF WALL	1
13	FIRST FLOOR	1
14	TOP OF ROOF	1
15	TOP OF WALL	1
16	FIRST FLOOR	1
17	TOP OF ROOF	1
18	TOP OF WALL	1
19	FIRST FLOOR	1
20	TOP OF ROOF	1
21	TOP OF WALL	1
22	FIRST FLOOR	1
23	TOP OF ROOF	1
24	TOP OF WALL	1
25	FIRST FLOOR	1
26	TOP OF ROOF	1
27	TOP OF WALL	1
28	FIRST FLOOR	1
29	TOP OF ROOF	1
30	TOP OF WALL	1
31	FIRST FLOOR	1
32	TOP OF ROOF	1
33	TOP OF WALL	1
34	FIRST FLOOR	1
35	TOP OF ROOF	1
36	TOP OF WALL	1
37	FIRST FLOOR	1
38	TOP OF ROOF	1
39	TOP OF WALL	1
40	FIRST FLOOR	1
41	TOP OF ROOF	1
42	TOP OF WALL	1
43	FIRST FLOOR	1
44	TOP OF ROOF	1
45	TOP OF WALL	1
46	FIRST FLOOR	1
47	TOP OF ROOF	1
48	TOP OF WALL	1
49	FIRST FLOOR	1
50	TOP OF ROOF	1
51	TOP OF WALL	1
52	FIRST FLOOR	1
53	TOP OF ROOF	1
54	TOP OF WALL	1
55	FIRST FLOOR	1
56	TOP OF ROOF	1
57	TOP OF WALL	1
58	FIRST FLOOR	1
59	TOP OF ROOF	1
60	TOP OF WALL	1
61	FIRST FLOOR	1
62	TOP OF ROOF	1
63	TOP OF WALL	1
64	FIRST FLOOR	1
65	TOP OF ROOF	1
66	TOP OF WALL	1
67	FIRST FLOOR	1
68	TOP OF ROOF	1
69	TOP OF WALL	1
70	FIRST FLOOR	1
71	TOP OF ROOF	1
72	TOP OF WALL	1
73	FIRST FLOOR	1
74	TOP OF ROOF	1
75	TOP OF WALL	1
76	FIRST FLOOR	1
77	TOP OF ROOF	1
78	TOP OF WALL	1
79	FIRST FLOOR	1
80	TOP OF ROOF	1
81	TOP OF WALL	1
82	FIRST FLOOR	1
83	TOP OF ROOF	1
84	TOP OF WALL	1
85	FIRST FLOOR	1
86	TOP OF ROOF	1
87	TOP OF WALL	1
88	FIRST FLOOR	1
89	TOP OF ROOF	1
90	TOP OF WALL	1
91	FIRST FLOOR	1
92	TOP OF ROOF	1
93	TOP OF WALL	1
94	FIRST FLOOR	1
95	TOP OF ROOF	1
96	TOP OF WALL	1
97	FIRST FLOOR	1
98	TOP OF ROOF	1
99	TOP OF WALL	1
100	FIRST FLOOR	1