

AGENDA
CITY PLAN COMMISSION

Monday, February 4, 2013 – 6:00 PM
Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

(A Quorum of the City Council May Attend This Meeting)

Discussion and possible action on the following:

1. Report of the January 7, 2013 Plan Commission meeting.
2. Reports of the December 11, 2012, January 8, 2013, and January 22, 2013 Zoning Rewrite meetings.
3. Request from Point of Beginning, Inc, representing the Stevens Point Area School District for a conditional use permit for the purposes of constructing an educational/community center at **341 Second Street North (Parcel ID: 2408-29-2100-08) and 349 Second Street North (Parcel ID: 2408-29-2100-07)**.
4. Adjourn.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling 715-346-1567, during normal business hours.

Any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715)346-1569, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

PUBLISH: February 1, 2013 and February 8, 2013

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Common Council of the City of Stevens Point, Portage County, Wisconsin, will hold a Public Hearing on Monday, February 18, 2013 at 7:00 PM in the Council Chambers of the County-City Building, 1516 Church Street, Stevens Point, Wisconsin, to hear the following:

- 1) Request from Point of Beginning Inc., representing Stevens Point Area School District for a conditional use permit for the purposes of constructing an educational/community center at 341 Second Street North (Parcel ID: 2408-29-2100-08) and 349 Second Street North (Parcel ID: 2408-29-2100-07). These properties being zoned "R-2" Single Family Residence District and "B-4" Commercial District, and described as S 82F OF N 817F OF W 16 RD OF PRT N 1/2 NW LYG E OF HWY 51 DES 190/461 S29 T24 R8 .49A 542391, and S 5 RD OF N 735F OF W 16 RD OF PRT N 1/2 NW 1/4 LYG E OF OLD HWY 51 S 29 T24 R8 540301, City of Stevens Point, Portage County, Wisconsin.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling 715-346-1567, during normal business hours.

All interested parties are invited to attend.

BY ORDER OF THE COMMON COUNCIL
OF THE CITY OF STEVENS POINT, WISCONSIN

John Moe, City Clerk

REPORT OF CITY PLAN COMMISSION

Monday, January 7, 2013 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Andrew Halverson, Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Sarah O'Donnell, Commissioner Garry Curless, and Commissioner David Cooper (Commissioner Anna Haines excused).

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Alderperson Beveridge, Alderperson Suomi, Alderperson Wiza, Alderperson M. Stroik, Alderperson Slowinski, Alderperson R. Stroik, Alderperson Phillips, Brandi Makuski, Russell Trzebiatowski, Cathy Dugan, Mary Ann Laszewski, Carrie Freeberg, Joe Senn, Barb Jacob, Randy Wanta, Joe Martino, Jeff Salewski, Art Oksuita, Cathy Hetzel, Tom Hetzel, Tom Ambrosius, David O'Brien, Rich Sommer, and Corey Ladick.

INDEX:

1. Report of the December 3, 2012 Plan Commission meeting.
2. Request from the Stevens Point Brewery, for a conditional use permit for the purposes of infilling; constructing an addition between their existing structure at **2617 Water Street (Parcel ID 2308-05-1018-12)**, and off-site parking.
3. Request from Culver's, for a site plan and parking lot review to deviate from the required five foot side yard setback and landscaping requirements at **332 Division Street North (Parcel ID 2408-29-1200-10)**.
4. Request from Troy Hojnacki, representing Bars None Inc., for a conditional use permit for the purpose of increasing the number of occupants living in second floor apartment units at **1225 Second Street (Parcel ID 2408-32-2015-10)**, along with off-site parking.
5. Request from City of Stevens Point to rezone the property known as the **East Park Commerce Center, consisting of approximately 762 acres, lying north of County Road HH, east of Brilowski Road/County Road R, south of Canadian National Railroad right-of-way, and west of Burbank Road (Parcel ID's: 2308-01-2100-01, 2308-01-1200-02, 2308-01-1200-01, 2308-01-1100-02, 2308-01-1100-01, 2309-06-2200-01, 2309-06-2200-02, 2309-06-2100-01, 2308-01-1300-01, 2308-01-1300-02, 2308-01-1400-01, 2308-01-1400-02, 2309-06-2300-01, 2309-06-2300-02, 2309-06-2400-01, 2308-01-3100-01, 2308-01-4200-01, 2308-01-4100-01, 2309-06-3200-01, 2309-06-3100-01, 2308-01-3400-01, 2308-01-4300-01, 2308-01-4400-01, 2309-06-3300-01, and 2309-06-3400-01)** from "M-1" Light Industrial District and "M-2" Heavy Industrial District to "PID" Planned Industrial Development District.
6. Review and recommendation on transferring and/or selling and/or assigning the rights to the property located at **1101 Centerpoint Drive (Parcel ID 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66)** from the Community Development Authority of the City of Stevens Point to potential purchasers and developers.
7. Request from the Community Development Authority of the City of Stevens Point to approve the certified survey map for **1101 Centerpoint Drive (Parcel ID: 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66)**.

8. Request from the Community Development Authority of the City of Stevens Point to transfer unaddressed property located northwest of 1450 Water Street (**Parcel ID: 2408-32-2019-35**) from the City of Stevens Point to the Community Development Authority of the City of Stevens Point.
 9. Review and recommendation on transferring and/or selling the property located at **1450 Water Street (Parcel ID 2408-32-2019-33)** and the adjacent property in the above agenda item (**Parcel ID: 2408-32-2019-35**) from the Community Development Authority of the City of Stevens Point to potential purchasers and developers.
 10. Request from the Community Development Authority of the City of Stevens Point for a conditional use permit to increase the number of allowed occupants at **1450 Water Street (Parcel ID 2408-32-2019-33)**.
 11. Request from the Community Development Authority of the City of Stevens Point to allow for off-site parking for the property located at 1450 Water Street.
 12. Adjourn.
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1. Report of the December 3, 2012 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of the December 3, 2012 meeting; seconded by Alderperson Moore. Motion carried 6-0.

2. Request from the Stevens Point Brewery, for a conditional use permit for the purposes of infilling; constructing an addition between their existing structure at **2617 Water Street (Parcel ID 2308-05-1018-12)**, and off-site parking.

Director Ostrowski stated that the Stevens Point Brewery is requesting a conditional use permit for the purpose of infilling; construction and addition between their existing structure at 2617 Water Street and off-site parking. He continued stating that the 6,000 – 7,000 sq ft addition would bring the building flush to the existing parts of the structure and staff would recommend approval with the following conditions:

- All building codes shall be met and building permits obtained.
- The infill construction shall not encroach further into the setback than the existing facility.
- Exterior façade and architectural design shall match that of the existing structure in color, design, style, and materials, including doors and windows.
- A lighting plan shall be submitted, to be reviewed by the Community Development Department.
- Parking loss due to the infill shall be immediately re-established at another approved location on site or nearby.
- All other parking requirements per City Code shall be met.
- Roof trim and cornice shall match that of the existing building.
- The proposed overhead door shall be excluded.
- Ingress and egress shall be removed and curb, gutter and sidewalk shall be installed at the owner's expense.
- A landscaping plan shall be submitted, to be reviewed by the Community Development Department.

- Vegetative landscaping shall exist between the sidewalk and building, similarly to what currently exists between the existing structure and sidewalk.
- A drainage plan shall be submitted and reviewed by the Department of Public Works.
- Minor modifications to the design and site plan can be approved by staff.
- Any major modifications to the proposed infill building or adjacent facilities must be reviewed by the Plan Commission and approved by the Common Council.
- If the area of the proposed addition is ever needed for public purposes (e.g. street widening), applicant agrees that the cost of such acquisition by the City shall not include building improvements made within the required 30 foot setback.

Motion by Commissioner Patton to approve the requests from the Stevens Point Brewery, for a conditional use permit for the purposes of infilling; construction an addition between their existing structure at 2617 Water Street (Parcel ID 2308-05-1018-12), and off-site parking with the following conditions:

- **All building codes shall be met and building permits obtained.**
- **The infill construction shall not encroach further into the setback than the existing facility.**
- **Exterior façade and architectural design shall match that of the existing structure in color, design, style, and materials, including doors and windows.**
- **A lighting plan shall be submitted, to be reviewed by the Community Development Department.**
- **Parking loss due to the infill shall be immediately re-established at another approved location on site or nearby.**
- **All other parking requirements per City Code shall be met.**
- **Roof trim and cornice shall match that of the existing building.**
- **The proposed overhead door shall be excluded.**
- **Ingress and egress shall be removed and curb, gutter and sidewalk shall be installed at the owner's expense.**
- **A landscaping plan shall be submitted, to be reviewed by the Community Development Department.**
- **Vegetative landscaping shall exist between the sidewalk and building, similarly to what currently exists between the existing structure and sidewalk.**
- **A drainage plan shall be submitted and reviewed by the Department of Public Works.**
- **Minor modifications to the design and site plan can be approved by staff.**
- **Any major modifications to the proposed infill building or adjacent facilities must be reviewed by the Plan Commission and approved by the Common Council.**
- **If the area of the proposed addition is ever needed for public purposes (e.g. street widening), applicant agrees that the cost of such acquisition by the City shall not include building improvements made within the required 30 foot setback.**

seconded by Commissioner Curless.

Economic Development Specialist Kyle Kearns clarified with Mr. Oksuita regarding the condition of the overhead door, to which Mr. Oksuita explained it is for the sole purpose of bringing equipment in and out of the structure, and that there would be no truck traffic or loading zone on Water Street. Commissioner Curless clarified that all the truck traffic was remaining on Henrietta, to which Mr. Oksuita confirmed.

Director Ostrowski suggested the amendment to exclude the condition of excluding the proposed overhead door, to which both Commissioners Patton and Curless agreed.

Motion carried 6-0.

3. Request from Culver's, for a site plan and parking lot review to deviate from the required five foot side yard setback and landscaping requirements at **332 Division Street North (Parcel ID 2408-29-1200-10)**.

Director Ostrowski explained the request is from Culver's for a site plan and parking lot review to deviate from the required five foot side yard setback and landscaping requirements on the north end of the property at 332 Division Street North. He continued stating that typically a five foot setback is required, but on the southern end there is a large setback with a slope, so to shift the site plan to the south would require reconstruction and removal of mature trees that are currently between the hotel and the site in question. Staff does recommend approval of the landscape and setback modification with the following conditions:

- A stormwater drainage plan shall be submitted and reviewed by the Public Works department, meeting all stormwater requirements.
- A landscaping plan shall be submitted, reviewed and approved by the Community Development department.
- A lighting plan shall be submitted, reviewed and approved by the Community Development department.
- A permit shall be obtained from the Community Development department for the parking lot construction.
- The landscaping shall not cause any vision obstructions. Clearview requirements shall be maintained.
- Curb or wheel stops will need to be installed where the parking lot abuts the landscaping strips.
- Curb and landscaping, meeting the screening requirements, shall be installed to the areas identified as painted asphalt in the northeast portion of the site plan.

Commissioner Curless asked if there was going to be fencing along the northern side, to which Director Ostrowski stated no, but there would be curbing or wheel stops.

Aldersperson Moore asked if there was any plan for the frontage road that leads to the Convention and Visitors Center, to expand, to which Mayor Halverson answered there is no current plan, but he would like to work with the DOT and plan for better access to that corner in the future.

Motion by Commissioner Patton to approve the request from Culver's, for a site plan and parking lot review to deviate from the required five foot side yard setback and landscaping requirements at 332 Division Street North (Parcel ID 2408-29-1200-10) with the following conditions:

- **A stormwater drainage plan shall be submitted and reviewed by the Public Works department, meeting all stormwater requirements.**
- **A landscaping plan shall be submitted, reviewed and approved by the Community Development department.**
- **A lighting plan shall be submitted, reviewed and approved by the Community Development department.**
- **A permit shall be obtained from the Community Development department for the parking lot construction.**
- **The landscaping shall not cause any vision obstructions. Clearview requirements shall be maintained.**
- **Curb or wheel stops will need to be installed where the parking lot abuts the landscaping strips.**
- **Curb and landscaping, meeting the screening requirements, shall be installed to the areas identified as painted asphalt in the northeast portion of the site plan.**

seconded by Alderperson Moore. Motion carried 6-0.

4. Request from Troy Hojnacki, representing Bars None Inc., for a conditional use permit for the purpose of increasing the number of occupants living in second floor apartment units at **1225 Second Street (Parcel ID 2408-32-2015-10)**, along with off-site parking.

Director Ostrowski stated that the property currently has a one bedroom unit upstairs. Mr. Hojnacki wants to remodel to add two additional bedrooms into the unit for a total occupancy of three, and the parking would occur off-site in the Crosby lot. Staff would recommend approval with the following conditions:

- Applicant must secure the appropriate number of parking spaces through a city permit.
- Shall parking ever become unavailable, the conditional use must cease within 60 days, or another parking location must be approved.
- Applicant must secure a multi-family license prior to occupying the unit.
- Accurate floor plan of the second story shall be submitted by an architect or engineer to be reviewed by City staff prior to issuance of occupancy license and building permits.
- All building codes shall be met prior to issuance of occupancy license.
- The interior work for the apartment shall be completed within one (1) year after final approval, and may be granted a six month extension with approval by staff.
- Exterior improvements must be reviewed and approved by the Historic Preservation/ Design Review Commission (windows, trim, etc).
- Dumpsters and/or refuse containers shall be screened from view.

Motion by Commissioner Patton to approve the request from Troy Hojnacki, representing Bars None Inc., for a conditional use permit for the purpose of increasing the number of occupants living in second floor apartment units at 1225 Second Street (Parcel ID 2408-32-2015-10), along with off-site parking with the following conditions:

- **Applicant must secure the appropriate number of parking spaces through a city permit.**

- Shall parking ever become unavailable, the conditional use must cease within 60 days, or another parking location must be approved.
- Applicant must secure a multi-family license prior to occupying the unit.
- Accurate floor plan of the second story shall be submitted by an architect or engineer to be reviewed by City staff prior to issuance of occupancy license and building permits.
- All building codes shall be met prior to issuance of occupancy license.
- The interior work for the apartment shall be completed within one (1) year after final approval, and may be granted a six month extension with approval by staff.
- Exterior improvements must be reviewed and approved by the Historic Preservation/ Design Review Commission (windows, trim, etc).
- Dumpsters and/or refuse containers shall be screened from view.

seconded by Commissioner Curless. Motion carried 6-0.

5. Request from City of Stevens Point to rezone the property known as the **East Park Commerce Center, consisting of approximately 762 acres, lying north of County Road HH, east of Brilowski Road/County Road R, south of Canadian National Railroad right-of-way, and west of Burbank Road (Parcel ID's: 2308-01-2100-01, 2308-01-1200-02, 2308-01-1200-01, 2308-01-1100-02, 2308-01-1100-01, 2309-06-2200-01, 2309-06-2200-02, 2309-06-2100-01, 2308-01-1300-01, 2308-01-1300-02, 2308-01-1400-01, 2308-01-1400-02, 2309-06-2300-01, 2309-06-2300-02, 2309-06-2400-01, 2308-01-3100-01, 2308-01-4200-01, 2308-01-4100-01, 2309-06-3200-01, 2309-06-3100-01, 2308-01-3400-01, 2308-01-4300-01, 2308-01-4400-01, 2309-06-3300-01, and 2309-06-3400-01)** from "M-1" Light Industrial District and "M-2" Heavy Industrial District to "PID" Planned Industrial Development District.

Director Ostrowski stated this item has been discussed in prior meetings and the rezoning classification to Planned Industrial Development would ensure the requirement for a concept plan and site plan review by the Plan Commission.

Commissioner Curless asked if light industrial uses would also be included in the Planned Development District, to which Director Ostrowski stated yes, light industrial and heavy industrial would be able to locate there with the requirement to come to the Plan Commission for site plan review.

Motion by Alderperson Moore to approve the request from City of Stevens Point to rezone the property known as the East Park Commerce Center, consisting of approximately 762 acres, lying north of County Road HH, east of Brilowski Road/County Road R, south of Canadian National Railroad right-of-way, and west of Burbank Road (Parcel ID's: 2308-01-2100-01, 2308-01-1200-02, 2308-01-1200-01, 2308-01-1100-02, 2308-01-1100-01, 2309-06-2200-01, 2309-06-2200-02, 2309-06-2100-01, 2308-01-1300-01, 2308-01-1300-02, 2308-01-1400-01, 2308-01-1400-02, 2309-06-2300-01, 2309-06-2300-02, 2309-06-2400-01, 2308-01-3100-01, 2308-01-4200-01, 2308-01-4100-01, 2309-06-3200-01, 2309-06-3100-01, 2308-01-3400-01, 2308-01-4300-01, 2308-01-4400-01, 2309-06-3300-01, and 2309-06-3400-01) from "M-1" Light Industrial District and "M-2" Heavy Industrial District to "PID" Planned Industrial Development District; seconded by Commissioner O'Donnell. Motion carried 6-0.

6. Review and recommendation on transferring and/or selling and/or assigning the rights to the property located at **1101 Centerpoint Drive (Parcel ID 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66)** from the Community Development Authority of the City of Stevens Point to potential purchasers and developers.

Director Ostrowski stated as part of the CenterPoint MarketPlace redevelopment project, the Community Development Authority of the City of Stevens Point (CDA) is planning to transfer and/or sell and/or assign the rights to the above described property. In October 2012, the Plan Commission and Common Council approved the transfer and/or sale and/or assigning of rights to Sara Investments, however, the sale never came to fruition. This transaction has very similar terms, except that one of the main differences would be that the CDA would agree to also transfer Outlot 1 and Outlot 2 to the developer if certain benchmarks are met. Under the development agreement, the CDA would transfer Outlot 1 to the developer if they created 5,000 square feet of new space (addition or new building), and Outlot 2 would transfer to the developer if they created 10,000 square feet of new space (addition or new).

Commissioner Curless asked if the site is currently vacant and if it was 80,000 sq ft, to which Director Ostrowski stated it is the Dunham's building and the area to the east. Furthermore, Director Ostrowski said there would be a 60 foot public right of between the Shopko Building and this property so a road could be extended through there in the future. Commissioner Curless then clarified that if they decide to develop the land, then the city would give them the Outlots, to which Director Ostrowski stated that is correct. They would maintain and own that portion of the parking area, but the rest of the portion to the south would remain a public. Mayor Halverson continued, stating that until they would do the extended development, the parking stalls would be owned and maintained by the city, but the developer wanted to ensure if they committed to the additional development in this area that they would have additional parking designated to them. Commissioner O'Donnell asked if this was the same agreement as Sara Investments, to which Mayor Halverson stated yes with the exception of the Outlots.

Aldersperson Randy Stroik asked if Shopko had signed off and agreed to this, to which Director Ostrowski stated that the agreement allows the transfer of property but any new construction would need to be signed off on.

Mary Ann Laszewski, 1209 Wisconsin Street, feels that the public was not informed in enough time prior to it being presented to the Plan Commission. She expressed concerns as to lack of information for what the site would be used for.

Reid Rocheleau feels the sale is not comparable to the previous agreement with Sara Investments and thinks the sale and development of the property should wait until it is more valuable after MSTC is complete and moved in.

Barb Jacob, 1616 Depot Street, agrees with Mr. Rocheleau and would like to know what type of development will be there and wants the city to slow down and get more public input on the matter.

Cathy Dugan, 615 Sommers Street, feels that the city should take measures to redevelop infill and restore the downtown historically whenever they can. She admires the administration for doing what they are doing, but would like to see more explanation given to the public on how and why things are done the way they are. She also wants the public to see how valuable this development is.

Aldersperson Andrew Beveridge stated that the development area is still zoned Central Business District zoning with uses that are allowed in that zoning classification as well as any conditional uses that would have to be brought before the Plan Commission for review. He pointed out that with the previous sale, there were no set plans and just a portfolio of types of development that they have done, which is similar to Schertz-Fahrner LLC.

Commissioner Curless asked if the city knows the type of development, to which Director Ostrowski stated most likely office and/or retail, but there would not be any residential on the first level as well as some other types of developments based on the REA agreement with Shopko.

Mayor Halverson pointed out that he likes the option of working with a local developer who has a proven track record of well maintained facilities and well planned out projects. He continued to state that we do not need to know what a developer's plan is, due to the zoning requirements that give a guideline to the development of a site. The concern then is unfounded since the scope has changed insignificantly other than the parking, and the parking gives more tax base.

Aldersperson Mike Wiza wanted to clarify that apartments are not allowed on the first level, but can the building support a second level, to which Director Ostrowski stated there is the potential to add a second level, but if it was to be apartments, it would have to come back before the Plan Commission and Common Council for a conditional use permit and before Historic Preservation for design review, as well as, to Shopko for their review. Aldersperson Wiza asked if the property taxes to the City of Stevens Point are up to date, and those for Executive Place, to which Mayor Halverson stated he believed so.

Aldersperson Moore asked if there are any other examples as to what would be restricted in the REA, to which Director Ostrowski answered general discount retail and no competes to Shopko, nightclubs, adult book stores, pharmacy, optical, and alcohol sales above 60% type uses.

Motion by Commissioner Curless to approve the recommendation on transferring and/or selling and/or assigning the rights to the property located at 1101 Centerpoint Drive (Parcel ID 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66)

from the Community Development Authority of the City of Stevens Point to potential purchasers and developers; seconded by Commissioner O'Donnell. Motion carried 6-0.

7. Request from the Community Development Authority of the City of Stevens Point to approve the certified survey map for **1101 Centerpoint Drive (Parcel ID: 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66).**

Director Ostrowski stated that Outlot 1 and Outlot 2 are really put in as place holders until that parking lot is created, but the actual boundary would go to the southern end of the parking stalls which may change slightly, but would not go any further to the south in order to keep it a non-landlocked parcel. Also, under the notes section if Lot 1 would be sold there would be a requirement for access and utilities.

Motion by Commissioner Cooper to approve the certified survey map for 1101 Centerpoint Drive (Parcel ID: 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66) with the condition that the actual boundary may change slightly to allow the southern boundary of the outlots to end at the end of the parking stalls; seconded by Commissioner Patton. Motion carried 6-0.

Mayor Halverson asked the commission if agenda items 8,9,10 and 11 could all be discussed together, but would then be acted upon individually, which was agreeable to all commissioners in attendance.

Director Ostrowski stated that agenda item 8 is the triangle piece of property just to the south of Water Street and north of the existing CDA property. The request is to transfer that property to the CDA for control and inclusion in the sale. He explained that the CDA currently owns Edgewater Manor and it was public housing prior to 2009. Furthermore, the building is currently 35% vacant and needs upgrading and improvements. With this sale, the building could be properly upgraded and brought onto the tax role. He continued stating that we could then look at amending the downtown TIF boundaries (TIF 6) and include this property, as well as potentially several others into the district. In addition, based on the previous status of this property being public housing, the regulation was for a single resident or a husband and wife to reside per unit, where as the current request is to increase the occupancy from 81 to 162. This would allow up to two unrelated persons per unit. Along with that there would be a need to increase parking based on the increase of occupants, so off-site parking at either the lot to the south, or a nearby municipal lot is being requested.

Aldersperson Moore asked why this property was not marketed through a realtor or real estate developer so that other people would have a chance to buy this property. Mayor Halverson stated that he was very comfortable with the offer and didn't feel the need to advertise the property, but if this does not go forward, then there may be the need to market the property.

Director Ostrowski stated that when this property was public housing, it was about 5% vacant and since it has lost that status, vacancy has increased. The current units need upgrading and are typically smaller than comparables on the market. The developer's intent is to keep it housing and try to keep the residents that are there now within the building.

Commissioner O'Donnell asked about the TIF component and if the TIF is unable to be amended to include this property will the sale still go through, to which Director Ostrowski stated that the sale would likely not go through.

Commissioner Curless asked how many additional parking stalls would be needed, to which Director Ostrowski stated there are currently approximately 47 stalls with the property. Any increase in occupancy would require an increase in parking by that much, so 81 stalls is the request. Commissioner Curless pointed out that in the past, there was not as much need due to the elderly population that resides there, but now the building would not be exclusive to elderly persons. Commissioner Curless continued, asking how many stalls the property would obtain in the transfer, to which Director Ostrowski stated that the developer is working with a local architect to redevelop the lot and see how much additional parking can be created. Director Ostrowski continued to state that they could also have the ability to use the spaces to the south, which has been purchased by Mr. Seramur.

Commissioner Cooper asked for an expanded explanation of what this would do for the TIF district if this property is added. Director Ostrowski stated that with the improvements, it could generate as much as \$55,000 – \$65,000 dollars per year upon entering at a zero base. Mayor Halverson added with that kind of revenue it is an approximate 25 – 30% reduction on the debt service on the mall borrowing, and the tax rate exposure on that borrowing for the overall taxpayers.

Director Ostrowski added that the public housing study that was recently done stated that we do need additional affordable housing, but unfortunately HUD creating additional properties, so returning this to a public housing building would have to be subsidized at the taxpayers' expense, or working with private developers similar to the recent project requested from CAP Services.

Mayor Halverson stated that the city has had conversations with HUD whom they specifically tried to get the ability to bring HUD back into the picture; however, it was not an option. He continued stating that the options are limited, and from a financial perspective Edgewater is not public housing. The issue is that there is only so much that can be charged for rent within the building, giving no revenue to the CDA for subsidizing the cash flow loss on the property if it is public housing.

Reid Rocheleau stated he is against the transfer and sale of the lots, he also feels that if the sale occurs, it should be slowed down so the city can make more money from the sale.

Mary Ann Laszewski, 1209 Wisconsin Street, again feels that the public did not get enough time to digest the material presented and if it was truly marketed there was no for sale sign on the property. She continued to state that the price is too low and poor management and maintenance may be the reason for low occupancy. She feels the property is a valuable asset to the city and the structure is still in good condition. The city should either hire a management company or sell the property at market rate and keep it out of the TIF.

Aldersperson Randy Stroik is not in favor of placing the property into the TIF, but does feel it is a good starting point and the city does not need to be landlords, but to sell at market rate. He also feels that the price is too low, and would like to postpone the action on the sale.

Barb Jacob, 1616 Depot Street, agrees with Aldersperson Randy Stroik and does not feel the property should be in the TIF. Furthermore, she stated that the property is more important to the city than

the downtown area and feels that if the property is to be sold, it should be marketed to get a fair price.

Aldersperson Andrew Beveridge explained that the sale does not take money away from the city, but the property currently is not on the tax role, the city will still have some control over the property with a developer's agreement. This is a good opportunity for the property as the property won't be sitting on the market for a long time.

Rich Sommer, 4224 Janick Circle, feels this is a bad deal and is against this sale.

Commissioner Curless wants to give Seramur credit for putting together this deal, but would like to have seen the property on the market.

Mayor Halverson clarified that the property was not marketed as they started working with Mr. Seramur to develop the project potential, there was a realization that the \$800,000 that would be gained specifically could be used for a variety of purposes because of it being discretionary money. He continued stating the intent of the funds is to go to the principal of the housing trust fund, but there is the opportunity to redirect the dollars to where they see fit. He then stated in terms of the closed session conversation with the Common Council, they were made aware of Mr. Seramur's intent to buy the property to the south to support the parking. The property is not being maintained due to the fact of not being able to co-mingle HUD supported staff to try and support an independently owned property, which would be illegal against Federal Regulations. Mayor Halverson pointed out that the danger for the city is that we are going to lose all of the interest opportunities on the trust funds if we keep this property. He continued stating that there is a cash flow issue with Edgewater, but there is an opportunity with this developer's agreement to ensure that the development proceeds and the investments get the property to a level that is in the agreement. The TIF will need Common Council approval for an amendment, and the Finance Committee will have to approve the developer's agreement. This is a tremendous opportunity to reap the increment to offset the exposure to the taxpayers on the downtown TIF District. Edgewater is an opportunity for a local developer who is proven and is willing to put nearly another two million back into the property. Mayor Halverson continued stating that we can place the property back on the market and see what we get, but there may not be interested parties willing to make this kind of investment into the property.

Commissioner Curless stated that often times buying a property is cheapest of the investment, example being the purchase of the Whiting Hotel which Mr. Seramur invested millions into.

Aldersperson Moore stated that it appears that the focal point is on the total value of this purchase, without seeing the other investments that are going to need to be made into this property in the long term to make it viable. He then asked the Mayor to explain the other things that are tied to this project so the public can better understand the larger investment rather than just the value.

Mayor Halverson explained that the sale price is a CDA only decision of \$800,000 for the building itself. The funds from the sale will then add to the value of the trust funds of the CDA. If you then roll the building into the TIF district, it allows for a non-taxable building to then, per the developer's agreement have a \$1.6 million investment into it, which becomes a requirement of the agreement that is adopted through the Finance Committee and the Common Council. The developer, as part of that agreement, will have to meet certain benchmarks, or in this case certain amounts of

investment to receive the \$300,000 incentive. He continued to reiterate that the property is acquired for the purchase price and there is a \$300,000 incentive that happens over a period of time depending on how fast the property increases in value.

Commissioner Patton asked if the property is put on the market and a purchased for one million dollars, is the investor going to invest the money into the building, or is that purchaser going to take everything out of the building, not improve it, and in 10-15 years the property is run down and gets torn down, similar to the Holiday Inn. This is an opportunity for us to automatically get that building up where it needs to be through private investment and be a positive for the city.

Director Ostrowski stated that when the city borrowed the 5.9 million dollars, the borrowing was placed specifically on all city tax payers, not the county or state, so this money could be funneled back to the city taxpayers through the TIF District.

Commissioner Curless pointed out when a person spoke of 25-35 thousand dollars of improvements per unit; he confirmed that would probably be what Mr. Seramur will have into it when he gets done.

Mayor Halverson stated that Edgewater Manor is unique in that all the utilities are poured into concrete as are all the pipes and there is a level of deterioration that is going on based on the plumbing within the concrete, so there is added cost to run conduit through the existing pipes to reinforce the plumbing through the whole building which takes a great deal of necessary investment.

Commissioner Cooper stated that there is a hang up on appraised and replacement value. Properties are not being sold on appraised or replacement values, by the time you take the cut of commission off of the sale, the increase of selling on the market is absent. He feels this is a good move at this time for the CDA.

8. Request from the Community Development Authority of the City of Stevens Point to transfer unaddressed property located northwest of 1450 Water Street (**Parcel ID: 2408-32-2019-35**) from the City of Stevens Point to the Community Development Authority of the City of Stevens Point.

Motion by Commissioner Patton to approve the transfer of the unaddressed property located northwest of 1450 Water Street (Parcel ID: 2408-32-2019-35) from the City of Stevens Point to the Community Development Authority of the City of Stevens Point; seconded by Commissioner Copper.

Commissioner Curless asked the size of the triangle property, to which Mayor Halverson stated approximately 50 x 85 feet.

Motion carried 6-0.

9. Review and recommendation on transferring and/or selling the property located at **1450 Water Street (Parcel ID 2408-32-2019-33)** and the adjacent property in the above agenda item (**Parcel ID: 2408-32-2019-35**) from the Community Development Authority of the City of Stevens Point to potential purchasers and developers.

Motion by Commissioner Patton to approve the transferring and/or selling the property located at 1450 Water Street (Parcel ID 2408-32-2019-33) and the adjacent property in the above agenda item (Parcel ID: 2408-32-2019-35) from the Community Development Authority of the City of Stevens Point to potential purchasers and developers; seconded by Commissioner Mayor Halverson. Motion carried 6-0.

10. Request from the Community Development Authority of the City of Stevens Point for a conditional use permit to increase the number of allowed occupants at **1450 Water Street (Parcel ID 2408-32-2019-33)**.

Director Ostrowski stated that under HUD Regulation the current occupancy is for one person or a husband and wife, but this would allow for two unrelated persons to reside in a unit with conditions.

Motion by Commissioner Patton to approve the request from the Community Development Authority of the City of Stevens Point for a conditional use permit to increase the number of allowed occupants at 1450 Water Street (Parcel ID 2408-32-2019-33) with the following conditions:

- **Applicant must secure the appropriate number of parking spaces through a city permit.**
- **Applicant must secure a multi-family license.**
- **Total occupancy of the building shall not be greater than 162 occupants.**
- **All building codes shall be met prior to issuance of occupancy license.**
- **Exterior improvements must be reviewed and approved by the Historic Preservation/Design Review Commission (windows, trim, etc).**
- **Dumpsters and/or refuse containers shall be screened from view.**

seconded by Commissioner Curless. Motion carried 6-0.

11. Request from the Community Development Authority of the City of Stevens Point to allow for off-site parking for the property located at 1450 Water Street.

Director Ostrowski stated that this parking would occur at either the lot to the south, or one of the nearby municipal lots, with a maximum of 20 spaces in the Arlington and Water Street municipal lot.

Motion by Commissioner Patton to approve the request from the Community Development Authority of the City of Stevens Point to allow for off-site parking for the property located at 1450 Water Street; seconded by Commissioner Cooper. Motion carried 6-0.

12. Adjourn.

Meeting Adjourned at 7:50 PM.

REPORT OF ZONING CODE REWRITE SUB-COMMITTEE MEETING

Tuesday, December 11, 2012 – 8:00 AM

City Conference Room

PRESENT: Mayor Andrew Halverson, Alderperson Tony Patton, Sarah Wallace, Brent Curless, and Commissioner Anna Haines

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Mathew Brown, Reid Rocheleau, Cathy Dugan, and Mary Ann Laszewski

INDEX:

1. Summary of Zoning Code Rewrite process, progress and timeline.
2. Sub-Committee availabilities and meeting schedule.
3. Discussion and review of the Zoning Code Rewrite template of which will eventually replace the existing Zoning Code. The following sections are proposed for review:
 - Article 5: Suburban Context Areas
 - Article 6: Urban Context Areas
 - Article 7: Center Context Areas
 - Article 8: Special Context Areas
1. Adjourn.

-
1. Summary of Zoning Code Rewrite process, progress and timeline.

Director Ostrowski briefly described the process thus far which has only included Plan Commission meetings, furthermore stating that once the majority of the articles have been reviewed by the sub-committee, public input sessions and workshops will occur prior to adoption. Lastly, the director stated the importance of meeting regularly and suggested every other week.

2. Sub-Committee availabilities and meeting schedule.

The sub-committee scheduled the following regular meeting times and dates: the second and fourth Tuesday of every month in the City Hall Conference Room at 7:30 AM - 9:30 AM.

3. Discussion and review of the Zoning Code Rewrite template of which will eventually replace the existing Zoning Code. The following sections are proposed for review:
 - Article 5: Suburban Context Areas
 - Article 6: Urban Context Areas
 - Article 7: Center Context Areas
 - Article 8: Special Context Areas

Director Ostrowski and Associate Planner Kearns provided the sub-committee with a recap regarding the review that had occurred at the last rewrite meeting. The Commission discussed at length Article 5: Suburban Context Areas, specifically focusing on lot coverage's, accessory dwelling buildings, and cluster developments. The sub-committee urged staff to provide visuals to aid them in interpreting district standards and requirements. Articles 6, 7 and 8 were not discussed.

4. Adjourn.

Meeting adjourned at 9:37 AM.

REPORT OF ZONING CODE REWRITE SUB-COMMITTEE MEETING

Tuesday, January 8, 2013 – 7:30 AM

City Conference Room

PRESENT: Mayor Andrew Halverson, Alderperson Tony Patton, and Brent Curless.

EXCUSED: Anna Haines

ABSENT: Sarah Wallace

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Alderperson Logan Beveridge, and Cathy Dugan.

INDEX:

1. Report of the December 11, 2012 Zoning Code Rewrite Sub-Committee meeting.
2. Discussion and review of the Zoning Code Rewrite template of which will eventually replace the existing Zoning Code. The following sections are proposed for review:

Article 6: Urban Context Areas

Article 7: Center Context Areas

Article 8: Special Context Areas

3. Adjourn.

-
1. Report of the December 11, 2012 Zoning Code Rewrite Sub-Committee meeting.

No action was taken on this item, as it will be on the next agenda.

2. Discussion and review of the Zoning Code Rewrite template of which will eventually replace the existing Zoning Code. The following sections are proposed for review:

Article 6: Urban Context Areas

Article 7: Center Context Areas

Article 8: Special Context Areas

Visual examples were provided to the Committee via a projector and computer, using the online interactive web viewer. Director Ostrowski briefly provided suburban examples of property within

the City of Stevens Point for the Committee to compare lot coverages and setbacks. Furthermore, he stated that the zoning rewrite code displays higher densities than the current code.

The Committee discussed setbacks in depth, comparing those requirements for corner lots within the current code to the requirements of the zoning code rewrite. Additionally, they discussed accessory structure setbacks within dense neighborhoods.

Committee member Curless questioned the build-to-area maximum for properties and whether it was entirely needed, as setbacks often times provide for adequate regulation. Director Ostrowski stated that the build to maximum is a form based regulation to ensure homes and buildings are aligned throughout the street. Each district provides different maximums, dependent upon the context area and building type. Examples were brought up by the Committee for which current properties and buildings would not meet the build-to-area minimum or maximum, specifically industrial and apartment buildings.

The Committee urged staff to provide additional examples, weighing the negatives and positives for both building coverage maximums and build-to-area minimum and maximums at the next meeting.

Committee member Curless also commented on the measurement for roof heights within the new zoning code, stating that the current code measures building height by taking the difference in height between the top of wall and tip of roof. He suggests utilizing the current code method within the new zoning code.

3. Adjourn.

Meeting adjourned at 8:52 A.M.

REPORT OF ZONING CODE REWRITE SUB-COMMITTEE MEETING

Tuesday, January 22, 2013 – 7:30 AM

City Conference Room

PRESENT: Mayor Andrew Halverson, Alderperson Tony Patton, Brent Curless, Anna Haines, Sarah Wallace

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Cathy Dugan, Mary Ann Laszewski, Armin Nebel, and Kevin Lu

INDEX:

1. Report of the December 11, 2012 and January 8, 2013 Zoning Code Rewrite Sub-Committee meetings.
2. Build-to-area maximum and minimums for districts within the Zoning Code Rewrite template.
3. Building coverage maximums and minimums for districts within the Zoning Code Rewrite template.
4. Zoning Code Rewrite template of which will eventually replace the existing Zoning Code. The following sections are proposed for review:
 - Article 7: Center Context Areas
 - Article 8: Special Context Areas
5. Adjourn.

-
1. Report of the December 11, 2012 and January 8, 2013 Zoning Code Rewrite Sub-Committee meetings.

Motion by Mayor Halverson to approve the report of the December 11, 2012 and January 8, 2013 meeting; seconded by Committee Member Wallace. Motion carried 6-0.

2. Build-to-area maximum and minimums for districts within the Zoning Code Rewrite template.

The Committee discussed the positives and negatives of build-to-line maximums within zoning codes. Mayor Halvorson stated that they allow for the reproduction of dense development. Committee member Curless responded by stating that build-to-lines are too stringent and will deter development. Director Ostrowski explained that they allow for more walk able lot lines, and dense development. The developer has the option to build to the lot-line or to the maximum build-to-line. Conversation shifted from build-to-lines to parking requirements. Committee members discussed the need to change parking requirements, especially for large commercial retail stores. Associate Planner and Economic Development Specialist Kearns stated that parking will be discussed further in other sections of the zoning code.

3. Building coverage maximums and minimums for districts within the Zoning Code Rewrite template.

Motion by Mayor Halverson to remove building coverage maximums from all residential districts; seconded by Alderperson Patton. Motion carried 6-0

Commission Curless stated that building coverage maximums are not needed in any districts as other standards for review are in place, such as stormwater, greenspace, parking, screening, etc., with the addition of the engineering department's review. Instead, minimum setbacks for all development should be established in order to ensure aesthetics.

Committee members Wallace stated that building coverage maximums essentially allow the developer to place the building anywhere on the lot, meeting setbacks.

Mayor Halverson commented that development trends, especially within the retail sector are changing. It is important to incorporate this change within our zoning code as it becomes more acceptable. Committee member Haines responded by providing an example where technology and the internet have forced retail stores to shrink in size, therefore providing limited in-store products because ordering is done online and shipments direct to the customer.

Committee member Curless stated that people within Stevens Point will drive to where they want to shop. Increased density for commercial development will not work.

Committee member Haines excuses herself from the meeting due to work obligations. 8:55 A.M.

The committee will continue to review building coverage maximums throughout other sections of the zoning code.

4. Zoning Code Rewrite template of which will eventually replace the existing Zoning Code. The following sections are proposed for review:

Article 7: Center Context Areas

Article 8: Special Context Areas

Committee member Wallace questioned the difference between suburban mixed use and urban mixed use requirements, as setbacks, heights, etc. are quite similar. Director Ostrowski responded, stating that lot size is bigger within the suburban districts.

The committee requested staff begin mapping context areas and continue to provide examples of coverage's and properties.

5. Adjourn.

Meeting adjourned at 9:05 A.M.

Administrative Staff Report

Stevens Point Area High School Conditional Use - Constructing a Educational / Community Center

341 & 349 Second Street North

February 4, 2013

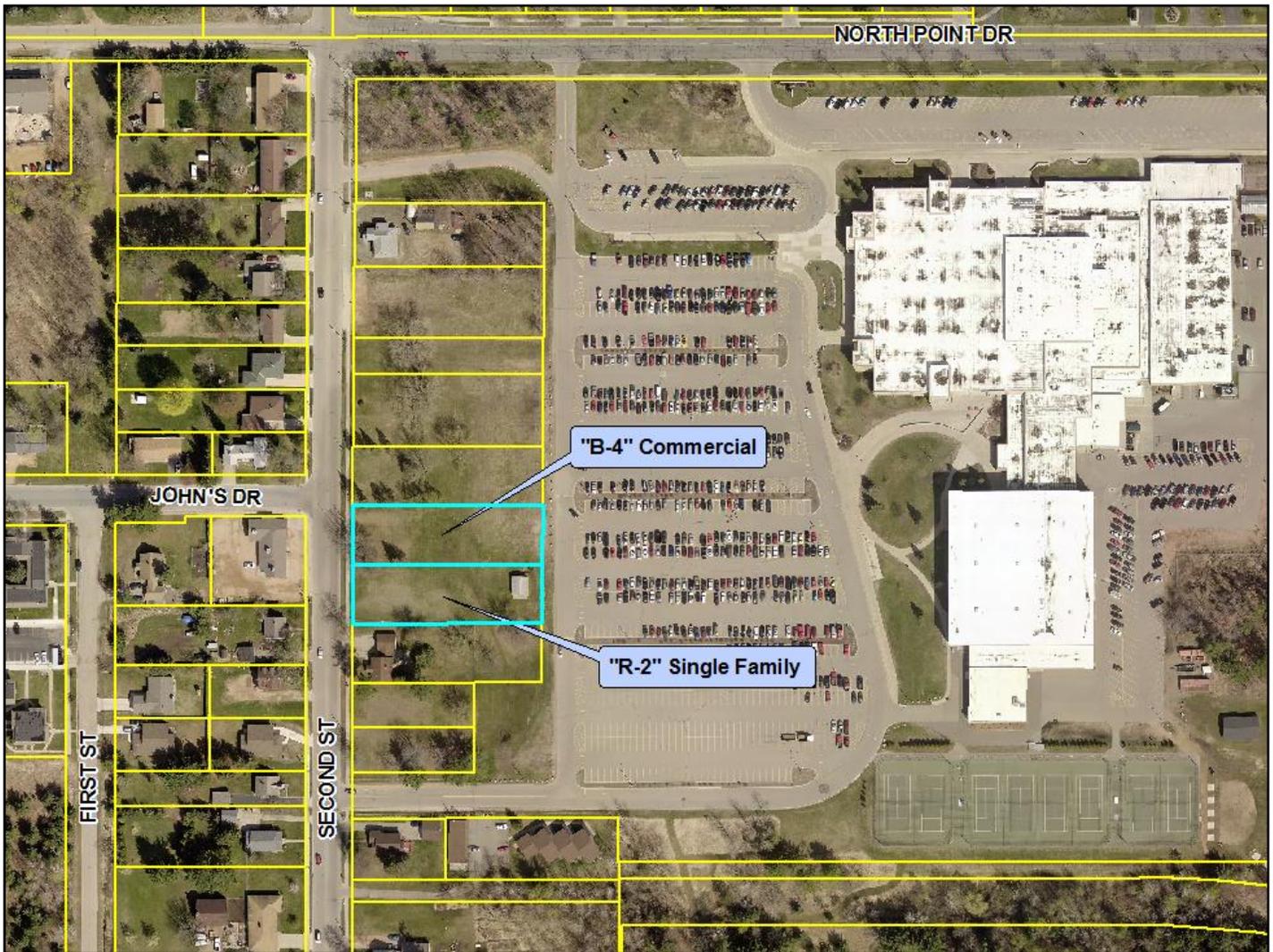


Department of Community Development
1515 Strongs Avenue, Stevens Point, WI 54481
Ph: (715) 346-1568 - Fax: (715) 346-1498

<p>Applicant(s):</p> <ul style="list-style-type: none"> Jim Lundberg, Point of Beginning Inc. <p>Staff:</p> <ul style="list-style-type: none"> Michael Ostrowski, Director mostrowski@stevenspoint.com Kyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> 2408-29-2100-08 & 2408-29-2100-07 <p>Zone(s):</p> <ul style="list-style-type: none"> 2408-29-2100-08: "R-2" Single Family Residence District 2408-29-2100-07: "B-4" Commercial District <p>Master Plan:</p> <ul style="list-style-type: none"> Institutional / Government <p>Council District:</p> <ul style="list-style-type: none"> District 9 – Stroik <p>Lot Information:</p> <p>2408-29-2100-08</p> <ul style="list-style-type: none"> Actual Frontage: 82 Effective Frontage: 82 feet Effective Depth: 264 feet Square Footage: 21,648 Acreage: 0.50 <p>2408-29-2100-07</p> <ul style="list-style-type: none"> Actual Frontage: 83 Effective Frontage: 83 feet 	<p>Request</p> <p>Request from Point of Beginning, Inc, representing the Stevens Point Area School District for a conditional use permit for the purposes of constructing an educational/community center at 341 Second Street North (Parcel ID: 2408-29-2100-08) and 349 Second Street North (Parcel ID: 2408-29-2100-07).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Parcel Data Sheet Application Site Plan <p>Findings of Fact</p> <ul style="list-style-type: none"> A 4,500 square foot educational / community center is proposed on the property. The facility will be constructed on two properties under the ownership of the Stevens Point Area School District. Each property has a separate zoning classification, "R-2" & "R-4". The proposed use is a conditional use within both districts. Conditional Use Permits must be approved by Plan Commission and Common Council. <p>Staff Recommendation</p> <p>Approve, subject to the following condition(s):</p> <ul style="list-style-type: none"> All building codes shall be met and building permits obtained. A handicap stall shall be installed on site and within the paved area south of the driveway. Parking lot must be visually screened from the right-of-way with vegetation or fencing. Vegetative landscaping or fencing at a height of 6' or above shall be installed along the southern most property line to buffer adjacent residential uses. If vegetation is installed, it shall include a mixture of trees and screening vegetation. Trees shall be spaced at 1 per each 50 lineal feet. The plan shall be approved by staff prior to the issuance of a building permit. A lighting plan shall be submitted, to be reviewed by the Community Development Department. Refuse containers must be screened. Minor modifications to the design and site plan can be approved by
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<ul style="list-style-type: none"> • Effective Depth: 264 feet • Square Footage: 21,912 • Acreage: 0.50 <p>Current Use:</p> <ul style="list-style-type: none"> • Vacant <p>Applicable Regulations:</p> <ul style="list-style-type: none"> • 30, 23.01(16), and 23.02(1)(b) 	<p>staff.</p>
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Vicinity Map



Background

The Stevens Point Area School District is requesting to construct a 4,500 square foot educational / community center on the above identified properties. It will primarily be utilized by students and staff of the nearby high school where life skills courses will be taught.

It is important to distinguish those two properties; both under the ownership of the Stevens Point Area School District will be combined in order to provide space for the facility. The photo to the right shows an existing shed on the site which will be removed.

Each property has a separate zoning classification; however institutional type uses such as the proposed use are conditional within both the "R-2" Single Family Residential and "B-4" Commercial Districts.



Standards of Review

- 1) The establishment, maintenance, or operation of the use will not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.**

Analysis: The use is established in the "R-2" and "B-4" zoning districts.

Findings: The proposed use is not in conflict with the surrounding area, as an institutional uses exist directly adjacent to the properties. Furthermore, both properties are currently vacant.

- 2) The use will not be injurious to the use and for the purpose already permitted;**

Analysis: The "R-2" Single Family Residential District is established to provide the population density and used primarily for single family living, which is expected to accommodate the numerous residential developments already at the density of this district, and this district would accomodate other housing not on City sewer. This district is to be located consistent with the City's Comprehensive Plan.

The "B-4" Commercial District is established to provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City's Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access.

Findings: The proposed use will not be injurious to uses that exist in the districts as it is within a transitional zone between residential and a very intense institutional use. The proposed use is less intense than the nearby high school of which the facility is affiliated with. Lastly, vacant parcels to the north of the proposed properties are under the ownership of the Stevens Point Area School District. A residential property does exist to the south; therefore staff recommends vegetative landscaping or fencing along the southern most property line to provide a buffer.

- 3) That the establishment of the use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;**

Analysis: The respective area is an established area of the City.

Findings: The proposed use is not in conflict with the surrounding uses or area, as an institutional use has existed for decades near the property. There are a few residential homes along the east side of Second Street which are very close to the properties. Screening can be provided in the form of fencing or landscaping in order to minimize any impediments to surrounding property owners.

- 4) The exterior architectural appeal and functional plan of any proposed structure will not be at variance with either the exterior architectural appeal and functional plan, and scale of the structures already constructed or in the course of construction in the immediate neighborhood or in the character of the applicable district so as to result in a substantial or undue adverse effect on the neighborhood;**

Analysis: The respective area is an established area of the City. Furthermore, the building will resemble a single family home; comprised of asphalt shingles, partial masonry façade, a stone chimney, as well as, a front door and garage door.

Findings: The proposed building fits the surrounding architectural appeal and scale of structures. At 1-story tall, this building will maintain the residential aesthetics along Second Street North. Furthermore, scale is achieved with to the utilization of two parcels.

- 5) Adequate utilities, access roads, drainage and/or necessary facilities have been, or are being, provided;**

Analysis: Utilities exist in this area or are planned to exist.

Findings: This standard is met.

- 6) Adequate measures have been, or will be, taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;**

Analysis: Ingress and egress exists on the site off of Second Street North.

Findings: Students will most likely travel to the facility via the eastern walkway that leads from the school parking lot. Parking is required per Section 14: Off-Street Parking Area Required of the Zoning Ordinance.

Section 14(d)(2)

c. Schools

i. Additions to existing schools: To be established by the Common Council.

The use affiliation of this facility with the nearby school, owned and operated by the Stevens Point Area School District, makes it an addition and accessory use, thereby allowing parking requirements to be established by Common Council. Vehicular traffic to and from the site off of Second Street will be primarily for maintenance and delivery use only. Staff would recommend that a handicap stall be installed on site and within the paved area south of the driveway.

- 7) The proposed use is not contrary to the objectives of any duly adopted land use plan for the City of Stevens Point, any of its components, and/or its environs.**

Analysis: The proposed use is within the "R-2" Single Family Residential and "B-4" Commercial districts. The Stevens Point Comprehensive Plan identifies the future land use as institutional.

Findings: The proposed use is not in conflict with the objectives or the general intent of either the R-2 or B-4 districts and is consistent with the Stevens Point Comprehensive Plan.

- 8) The use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Plan Commission.**

Analysis: The lot exists within this district. The request is to construct a 4,500 square foot educational facility. The proposed parking area is not screened.

Findings: The Common Council can grant a conditional use permit for an institutional type use. Screening of the proposed parking lot must be met per Chapter 23.01(14). All other applicable regulations of the district will be met.

- 9) **The proposal will not result in an over-concentration of high density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective services systems of the community.**

N/A

- 10) **Principal - Applications for exclusive multifamily residential uses: The view from the street should maintain a residential character. The view should be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.**

N/A

- 11) **Access to the site shall be safe.**

Analysis: Access to the site is off Second Street North. Parking for the property occurs to the west in the high schools parking lot. Students will regularly walk to the facility.

Findings: Vehicle traffic to the site will primarily be for maintenance purposes or delivery. Staff would recommend that a handicap parking stall be provided on site.

- 12) **There shall be adequate utilities to serve the site.**

- a. **The Public Works Director, Police Chief, and Fire Chief shall determine whether there is adequate sanitary sewer, potable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.**

Analysis: Utilities exist at the site.

Findings: This standard is met.

- 13) **The privacy of the neighboring development and the proposed development shall be maintained as much as practical. Guidelines:**

- a. **Mechanical equipment including refuse storage shall be screened from neighboring properties.**

Analysis: There are no proposed permanent outside refuse containers.

Findings: This standard is met. If refuse containers are permanently placed outdoors they must be screened.

- b. **Lighting shall be located to minimize intrusion onto the neighboring properties.**

Analysis: Lighting throughout the site should be minimal. A lighting plan has not been submitted.

Findings: The property will be used during the daytime hours. Intense lighting is not required or proposed to exist on the site. Staff would recommend a lighting plan be submitted.

c. Sources of noise shall be located in a manner that minimizes impact to neighboring properties.

Analysis: Noise will increase as construction of the facility occurs; however, once completed there will be no significant change in noise on the property as students will be within a classroom setting.

Findings: This standard is met.

14) Principal - Applications for exclusive multifamily residential uses. Landscaping shall be provided or existing landscape elements shall be preserved to maintain a sense of residential character, define boundaries, and to enhance the sense of enclosure and privacy.

N/A

Name and Address	Parcel #	Alt Parcel #
Stevens Point Area School District 1900 Polk St Stevens Point, WI 54481	240829210008	240829210008
	Property Address	
Display Note	341 Second St N	

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Stevens Point Area	7/2/1998	\$79,100	Warranty Deed	54	2391	Land & Build.
James D Manville	4/23/1996	\$72,500	Warranty Deed	671	586	Land & Build.
James W & B Adamski	1/1/1970	\$19,000	Warranty Deed	292	109	Land & Build.

PERMITS

Date	Number	Amount	Purpose	Note
5/1/1996	25745	\$5,000	048 Int Renov/Remodel Kitchen	

2012 ASSESSED VALUE

Class	Land	Improvements	Total
X5-Other Exempt	\$0	\$0	\$0
Total	\$0	\$0	\$0

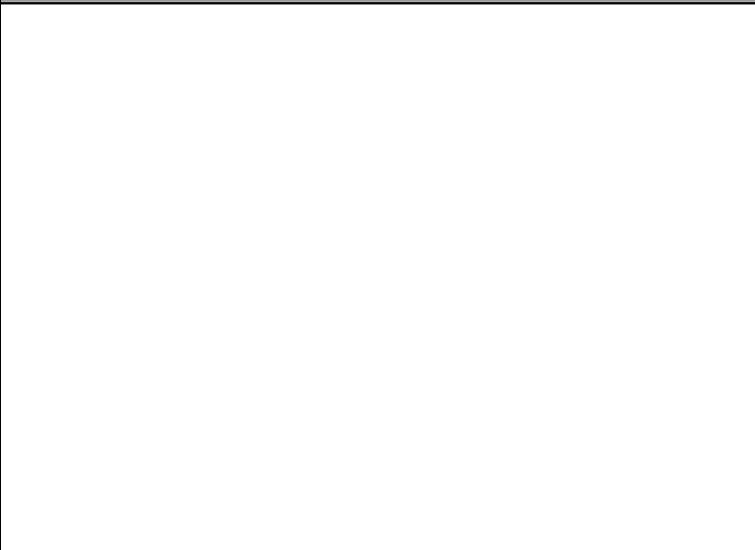
LEGAL DESCRIPTION

S 82F OF N 817F OF W 16 RD OF PRT N 1/2 NW LYG E OF HWY 51 DES 190/461 S29 T24 R8 .49A 542391

PROPERTY IMAGE



PROPERTY SKETCH



Name and Address	Parcel #	Alt Parcel #
Stevens Point Area Public School District 1900 Polk St Stevens Point, WI 54481	240829210007	240829210007
	Property Address	
	349 Second St N	
Display Note		

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Stevens Point Area Joseph & H Horvath	5/26/1998	\$62,450	Warranty Deed	54	301	Land & Build.
	6/1/1975	\$18,500	Warranty Deed	347	334	Land & Build.

PERMITS

Date	Number	Amount	Purpose	Note
1/12/1999	28170	\$0	070 Raze/Demolition	House

2012 ASSESSED VALUE

Class	Land	Improvements	Total
X5-Other Exempt	\$0	\$0	\$0
Total	\$0	\$0	\$0

LEGAL DESCRIPTION

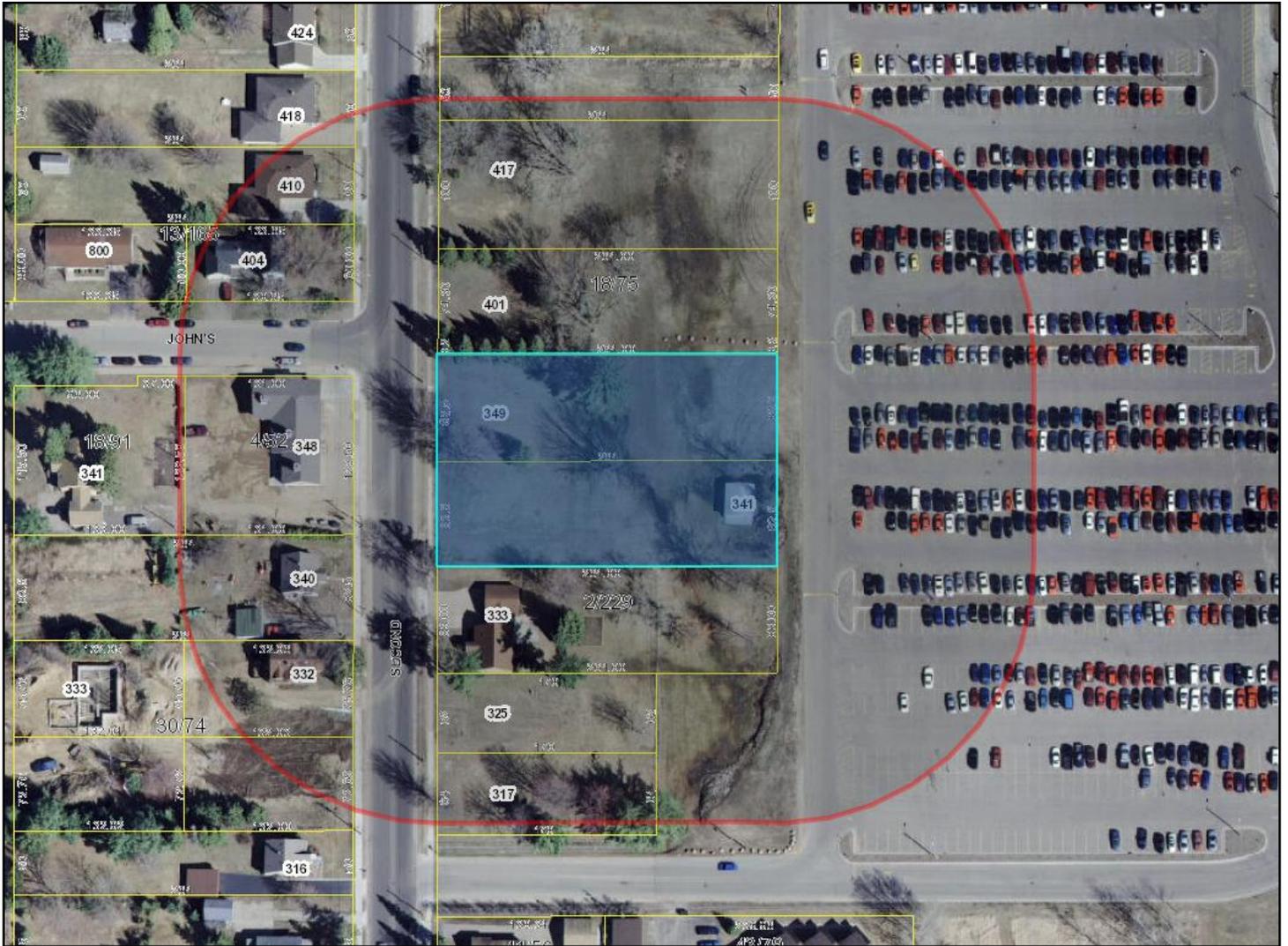
S 5 RD OF N 735F OF W 16 RD OF PRT N 1/2 NW 1/4 LYG E OF OLD HWY 51 S 29 T24 R8 540301

PROPERTY IMAGE



PROPERTY SKETCH

341 & 349 N. Second Street – Conditional Use – Exhibit Map (200 Feet Boundary)



Tax Key	Property Owner	Mailing Address	City & State	Zip	Property Address	City	Zip
281240829220000	City of Stevens Point	1515 Strongs Ave	Stevens Point, WI	54481	0	Stevens Point	54481
281240829210021	Stevens Point Area Public School District	1900 Polk St	Stevens Point, WI	54481	1201 North Point Drive	Stevens Point	54481
281240829210005	Stevens Point Area Public School District	1900 Polk Street	Stevens Point, WI	54481	417 Second Street	Stevens Point	54481
281240829220013	Diane L Mielke & Elmer Jesko	410 Second St N	Stevens Point, WI	54481	410 Second Street	Stevens Point	54481
281240829220051	Stephanie F Baublitz	404 Second St N	Stevens Point, WI	54481	404 Second Street	Stevens Point	54481
281240829210006	Stevens Point Area Public School District	1900 Polk Street	Stevens Point, WI	54481	401 Second Street	Stevens Point	54481
281240829210007	Stevens Point Area Public School District	1900 Polk St	Stevens Point, WI	54481	349 Second Street	Stevens Point	54481
281240829220055	CEDAR HAUS INN	5816 Dewey Dr	Stevens Point, WI	54482	348 Second Street	Stevens Point	54482
281240829220054	Nhia Vang	341 First St N	Stevens	54481	341 First	Stevens	54481

			Point, WI		Street	Point	
281240829210008	Stevens Point Area Public School District	1900 Polk St	Stevens Point, WI	54481	341 Second Street	Stevens Point	54481
281240829220010	Kelly D Callaway	340 Second St N	Stevens Point, WI	54481	340 Second Street	Stevens Point	54481
281240829210009	Stevens Point Area Public School District	1900 Polk Street	Stevens Point, WI	54481	333 Second Street	Stevens Point	54481
281240829220057	Danny Manock	2009 College Ave	Stevens Point, WI	54481	332 Second Street	Stevens Point	54481
281240829210010	Stevens Point Area Public School District	1900 Polk St	Stevens Point, WI	54481	325 Second Street	Stevens Point	54481
281240829220058	Amanda Vallejo & Armando V Rivera	324 Second St North	Stevens Point, WI	54481	324 Second Street	Stevens Point	54481
281240829210011	Stevens Point Area Public School District	1900 Polk St	Stevens Point, WI	54481	317 Second Street	Stevens Point	54481
281240829220014	Benjamin M Juncer & Amanda Zimmerman	418 Second St North	Stevens Point, WI	54481	418 Second Street	Stevens Point	54481

\$260
1-15-13
1-51178

REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION

ADDRESS OF PROPERTY: 341 & 349 SECOND STREET NORTH

- Zoning Ordinance Change
- Conditional Use Permit
- Variance from Zoning Ordinance -Board of Appeals
- Variance from Sign Ordinance
- Appeal from Subdivision Requirements
- Other

REQUESTED CHANGE: (State briefly what is being requested, and why).

REQUEST TO BUILD A 4,500 S.F. EDUCATIONAL/COMMUNITY CENTER IN AN R-2 RESIDENTIAL ZONE. THIS TYPE OF FACILITY WOULD BE A CONDITIONAL USE FOR THIS ZONE.

OWNER/APPLICANT:

AGENT FOR OWNER/APPLICANT:

Name: STEVENS POINT AREA SCHOOL DISTRICT - DR. ATTILA J. WENINGER

Name: POINT OF BEGINNING, INC. JIM LUNDBERG

Address: 1900 POLK STREET

Address: 5709 WINDY DRIVE SUITE D

STEVENS POINT, WI 54481

STEVENS POINT, WI 54482

(City, State, Zip Code)

(City, State, Zip Code)

Telephone: 715-345-5444

Telephone: 715-344-9999

Cell Phone: _____

Cell Phone: 715-310-3271

Signature



Signature



Scheduled Date of Plan Commission Meeting: FEBRUARY 4, 2013

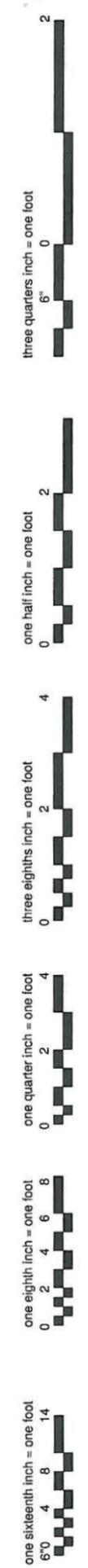
Scheduled Date of Common Council Meeting: FEBRUARY 18, 2013

You, as the applicant, or your agent, shall attend the meeting and present your request.

All requests with supporting documentation are due at the Community Development Office **three weeks** prior to the actual meeting.

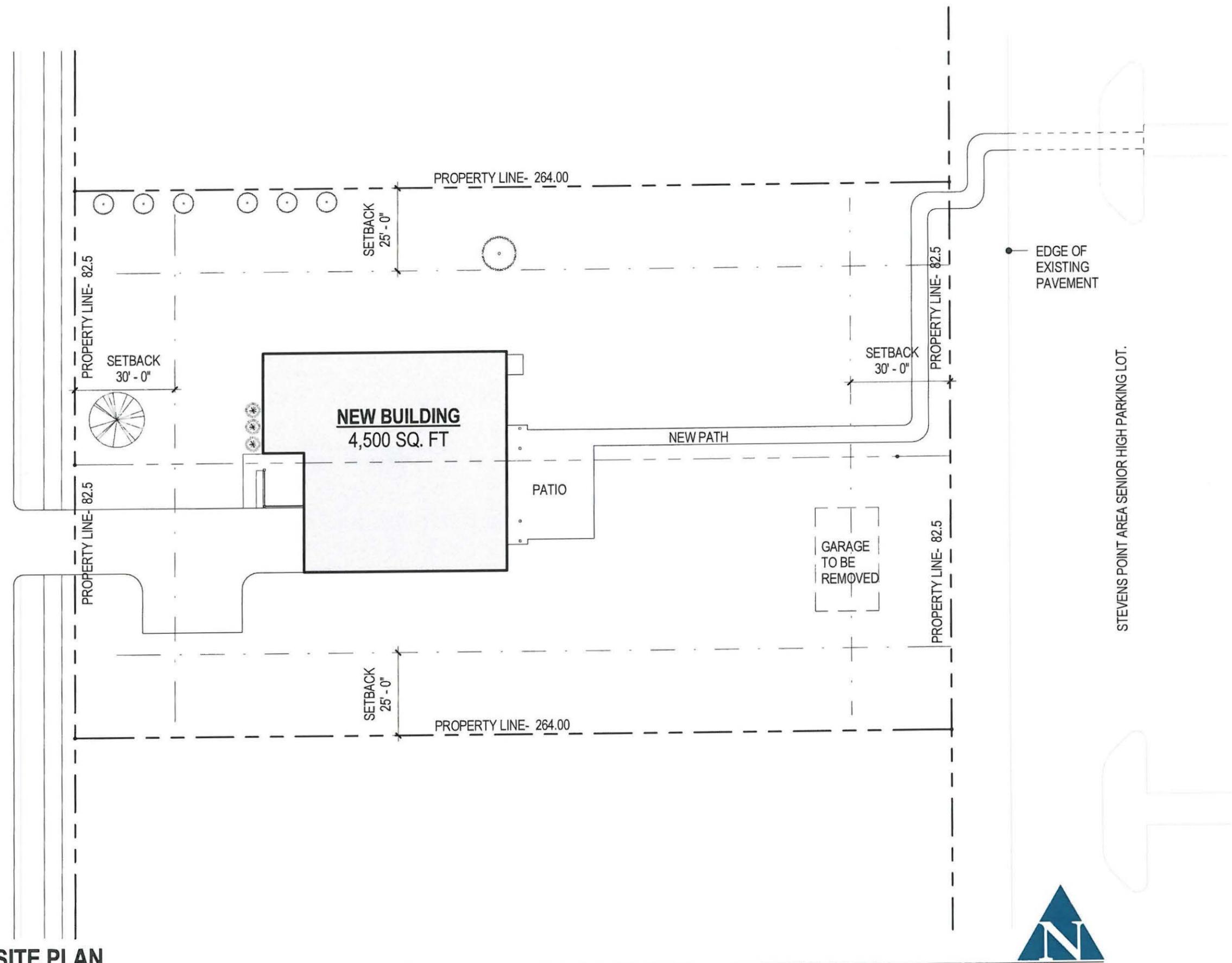
Fee schedule is on second page.

Receipt # _____



1 SITE PLAN
1" = 30'-0"

SECOND STREET.



EDGE OF EXISTING PAVEMENT

STEVENS POINT AREA SENIOR HIGH PARKING LOT.



www.samuelsgroup.net

CORPORATE OFFICE
311 Financial Way, Suite 300
Wausau, WI 54401
phone 715.842.2222
fax 715.848.8088

WATERLOO, IOWA OFFICE
313 E 5th Street
Waterloo, IA 50703
phone 319.232.6443
fax 319.233.3191

DES MOINES, IOWA OFFICE
317 6th Avenue, Suite 720
Des Moines, IA 50309
phone 515.288.0467
fax 515.288.0471

ISSUED FOR: _____ DATE _____
CONDITIONAL USE 2013-01-14

LIFE SKILLS CENTER
STEVENS POINT AREA PUBLIC SCHOOL DISTRICT
STEVENS POINT AREA SENIOR HIGH
341 N. SECOND STREET
STEVENS POINT, WI 54481

DATE 01/14/2013
PROJECT NUMBER 6708D
DRAWN BY JCS
CHECKED BY JEJ
TIMESTAMP 1/14/2013 12:03:14 PM
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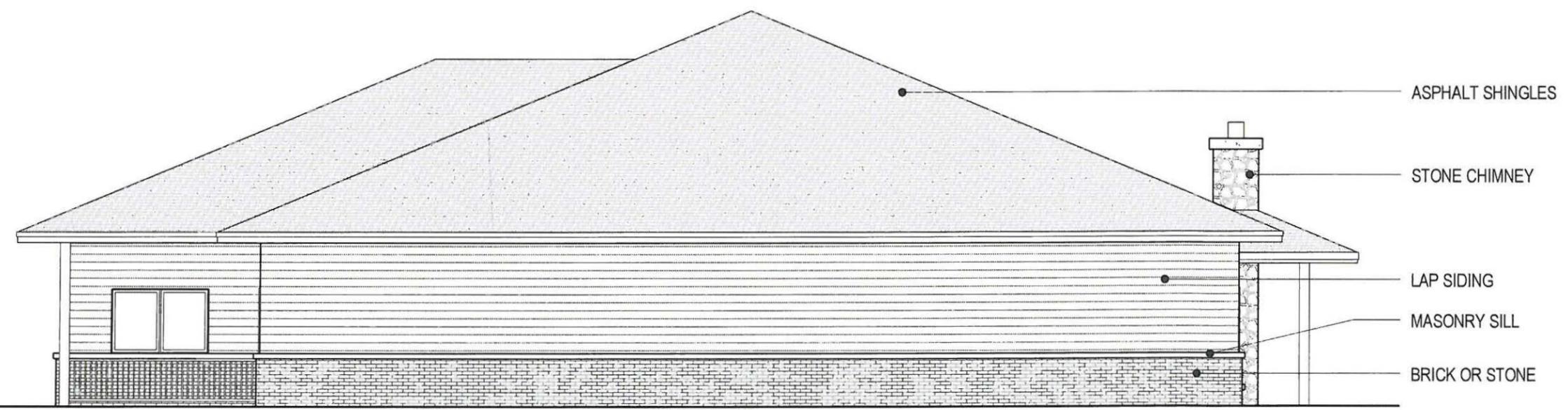
ASPHALT SHINGLES

LAP SIDING

MASONRY SILL

BRICK OR STONE

1 WEST ELEVATION
1/8" = 1'-0"



ASPHALT SHINGLES

STONE CHIMNEY

LAP SIDING

MASONRY SILL

BRICK OR STONE

2 SOUTH ELEVATION
1/8" = 1'-0"

LIFE SKILLS CENTER
STEVENS POINT AREA PUBLIC SCHOOL DISTRICT
STEVENS POINT AREA SENIOR HIGH
341 N. SECOND STREET
STEVENS POINT, WI 54481

