

AGENDA
CITY PLAN COMMISSION

Monday, March 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 February 4, 2013 Plan Commission meeting.
2. Report of the February 12, 2013 Zoning Rewrite meeting.
3. Request from Point of Beginning, Inc, representing the Stevens Point Area School District to rezone **349 Second Street North (Parcel ID: 2408-29-2100-07)** from "B-4" Commercial to "R-2" Single Family Residence.
4. 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)**.
5. Amending the Revised Municipal Code of the City of Stevens Point, Chapter 23 Zoning, to reduce the street yard building setback requirements within the "B-5" Highway Commercial District for streets other than Highway 10 East to 25 feet (Section 23.02(2)(e)(4)) and reduce the street yard setback requirements for parking lots within the "B-5" Highway Commercial District for streets other than Highway 10 East, and side and rear yard setback requirements to 5 feet (Section 23.02(2)(e)(4) and "Parking Lot Setback" table 23.01(14)(f)).
6. Updating Plan Commission request forms, applications, and procedures to ensure complete, detailed, and thorough submittals and review.
7. 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: March 1, 2013 and March 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, March 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 to rezone 349 Second Street North (Parcel ID: 2408-29-2100-07) from "B-4" Commercial District to "R-2" Single Family Residence District. This property being zoned "B-4" Commercial District, and described as 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.
- 2) 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.
- 3) Amendment of the Revised Municipal Code of the City of Stevens Point, Chapter 23 Zoning, to reduce the street yard building setback requirements within the "B-5" Highway Commercial District for streets other than Highway 10 East to 25 feet (Section 23.02(2)(e)(4)) and reduce the street yard setback requirements for parking lots within the "B-5" Highway Commercial District for streets other than Highway 10 East, and side and rear yard setback requirements to 5 feet (Section 23.02(2)(e)(4) and "Parking Lot Setback" table 23.01(14)(f)).

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, February 4, 2013 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Andrew Halverson, Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Anna Haines, Commissioner Garry Curless, and Commissioner David Cooper

EXCUSED: Commissioner Sarah O'Donnell

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Alderperson Andrew Beveridge, Alderperson Mary Stroik, Alderperson Joanne Suomi, Alderperson Randy Stroik, Alderperson Mike Phillips, Brandi Makuski, Matthew Brown, Kevin Lu, Reid Rocheleau, Barb Jacob, Corey Ladick, Don Keck, Jim Lundbergh, and Sam Levin.

INDEX:

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.

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1. Report of the January 7, 2013 Plan Commission meeting.

Motion by Alderperson Moore to approve the report of the January 7, 2013 meeting; seconded by Commissioner Curless. Motion carried 6-0.

2. Reports of the December 11, 2012, January 8, 2013, and January 22, 2013 Zoning Rewrite meetings.

Motion by Commissioner Patton to approve the reports of the December 11, 2012, January 8, 2013, and January 22, 2013 Zoning Rewrite meetings; seconded by Commissioner Cooper. Motion carried 6-0.

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).**

Director Ostrowski stated this is a 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 and 349 Second Street North. The request is for a 4,500 square foot facility on the properties that will be utilized by students and staff of the nearby high

school where life skills courses will be taught. There currently is a small shed on the property, which will be removed. Director Ostrowski explained that 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. He continued stating that staff did have some concerns with the screening of the parking lot and would recommend approval with the following conditions:

- All building codes shall be met and building permits obtained.
- A handicap stall shall be installed on side 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 staff.

Director Ostrowski also pointed out two typographical errors in the staff report stating the project is in Council District 11- Alderperson Moore’s district and that the zoning is R-2 and B-4 not R-2 and R-4.

Reid Rocheleau, 408 Cedar Street, stated that when he first heard about the project he was encouraged, but has several concerns which are as follows: two different proposals have been submitted by the school to the City and School Board, no additional parking has been provided on site, the facility is not just a life skills center, but a conference room and café, the school could utilize the existing structure at 333 Second Street North or the Jackson School location, the facility is not ADA compatible, and the safety of students and staff navigating across the parking lot is elevated. He expressed that the idea is good, but Second Street North is not the right location for this type of project.

Barb Jacob, 1616 Depot Street, stated she has similar concerns with parking and for safety of students and staff walking such a long distance from the school to the facility.

Alderperson Phillips pointed out the concern of the environmental impacts from previous uses on the property, which include a wrecking yard, and for the concern of the proposed school facility's close proximity to a tavern.

Director Ostrowski stated that the environmental concerns lie with the property owner and they will need to follow DNR’s requirements for their proposed use. Proximity of schools to taverns would have to be clarified based on the state laws of licensing of taverns. Alderperson Moore added that the 500 foot distance requirement away from a tavern may be correct due to previous liquor request for the old Super America and its proximity to Pacelli High School. Mayor Halverson asked for that ordinance to be confirmed and clarification on the language for which it is described. Commissioner

Haines asked if it was a state or city law, to which Alderperson Moore stated he believed it was a state code. Mayor Halverson commented that regardless, it is important to know what the actual wording states.

Don Keck, Stevens Point Area Schools Buildings and Grounds Manager, stated that currently the life skills center is a rented apartment across North Point Drive from SPASH, where special needs students learn how to transition into living on their own. The school district wants to own the property for this type of education and teach the students how to transition into living on their own. There is already the "Blue Light Café" on the school campus which is used to teach special needs students how to cook, serve, and work in a commercial kitchen which in turn gives them job skills which would be relocated to this facility. Additionally, the proposed building would be used to house/store larger items for the "Threads of Kindness" charity that donates non perishable items including furniture to persons of need in the community. Mr. Keck continued stating that the need for combining the parcels is so the structure could be built closer to the street, as there is a culvert that handles the drainage from the snow melt.

Mayor Halverson asked about parking at the facility and on the SPASH grounds, to which Mr. Keck stated there would be no real need for parking at the facility, as parking is available in the SPASH parking lot. He continued stating that the students would not be crossing the large parking lot, but instead following a path of sidewalks to Second Street North for which students would transition back and forth daily. Commissioner Patton asked about the plan provided in the Plan Commission packet and if this was the one that school would move forward with, to which Mr. Keck stated the one provided to the commission was a preliminary plan, and that the building may be smaller, as well as, the path for the students may differ.

Sam Levin stated that he was concerned that this project may be an issue for fraud and wanted to be sure the funds were used appropriately.

Alderperson Randy Stroik stated he was in support of this facility, but questioned why it is built so far away from the school campus and suggested for it to be built closer for the kids' sake.

Alderperson Joanne Suomi stated that this project is needed and did question the location and the reasoning why it was so far away from the school building.

Commissioner Haines again questioned the path for the students to get from the school to the life skills center, to which Mr. Keck stated the drawings were preliminary, the path was to be further to the north and headed west to the sidewalk on Second Street North where they would then follow to the facility.

Motion by Mayor Halverson to table the request until the March 2013 Plan Commission meeting when an accurate, final, and up-to-date site plan and clarification of the proximity requirement of taverns and school facilities could be provided; seconded by Alderperson Moore. Motion carried 6-0.

4. Adjourn

Meeting Adjourned at 6:36 PM.

REPORT OF ZONING CODE REWRITE SUB-COMMITTEE MEETING

Tuesday, February 12, 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

INDEX:

1. Report of the January 22, 2013 Zoning Code Rewrite Sub-Committee meeting.
2. 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
 - Article 9: Overlay Districts
3. Adjourn.

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1. Report of the January 22, 2013 Zoning Code Rewrite Sub-Committee meeting.

Motion by Committee Member Wallace to approve the report of the January 22, 2012 meeting; seconded by Committee Member Haines. Motion carried 5-0

2. 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
 - Article 9: Overlay Districts

The Committee discussed standards and uses within the Center Context area. In comparing standards and uses to the current zoning code they agreed that a full review of the current zoning code should be performed prior to continuing with the zoning code rewrite template. Furthermore, concerns arose regarding the zoning code template's simplicity due to layout, format, and overall design. Specific concerns related around context areas and how they fit within the zoning code, build-to-lines, and lot coverage maximums. The Committee indicated that they would like staff to

review the current zoning code, and develop an outline on how to proceed with the layout of the new zoning code. Committee members will submit their concerns to staff with the current zoning code and things that they would like to see in the new zoning code.

Committee member Haines excused herself from the meeting due to work obligations at 9:10 A.M.

Director Ostrowski stated that staff would discuss how to proceed with the zoning rewrite process based on the Committee's recommendation. Due to the Committee's comments, meetings will be postponed until staff has provided direction to the Committee.

5. Adjourn.

Meeting adjourned at 9:20 A.M.

Administrative Staff Report

Stevens Point Area High School
Rezoning and Conditional Use
Constructing an Educational / Community Center
341 & 349 Second Street North
March 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.comKyle 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 District2408-29-2100-07: "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 11 – Moore <p>Lot Information:</p> <p>2408-29-2100-08</p> <ul style="list-style-type: none">Actual Frontage: 82Effective Frontage: 82 feetEffective Depth: 264 feetSquare Footage: 21,648Acreage: 0.50 <p>2408-29-2100-07</p> <ul style="list-style-type: none">Actual Frontage: 83Effective Frontage: 83 feet	<p>Request</p> <ol style="list-style-type: none">Request from Point of Beginning, Inc, representing the Stevens Point Area School District to rezone 349 Second Street North (Parcel ID: 2408-29-2100-07) from "B-4" Commercial to "R-2" Single Family Residence.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>Attachment(s)</p> <ul style="list-style-type: none">Parcel Data SheetExhibit MapApplicationSite PlanLandscaping PlanBuilding PlanRenderingsParking MemoState Statutes <p>Findings of Fact</p> <ul style="list-style-type: none">A 3,000 square foot life skills/educational 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" & "B-4".The proposed rezoning is to change the property zoned "B-4" to "R-2," which is an expansion of the current campus.The proposed use is a conditional use within both districts.Rezoning and conditional use requests must be reviewed by the Plan Commission and approved by the Common Council. <p>Staff Recommendation</p> <ul style="list-style-type: none">Rezoning <p>The rezoning request downzones the property from commercial to residential. Given that this area has a mixture of uses, including residential, taverns, and educational facilities, this downzoning will</p>
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- Effective Depth: 264 feet
- Square Footage: 21,912
- Acreage: 0.50

Current Use:

- Vacant

Applicable Regulations:

- 30, 23.01(16), and 23.02(1)(b)

ensure more intense uses would not be allowed on the property. In addition, our Future Land Use Map calls for this area to be institutional in nature. Therefore, this request would be consistent with the Future Land Use Map, as well as the Comprehensive Plan. Staff would recommend approval.

- **Conditional Use**

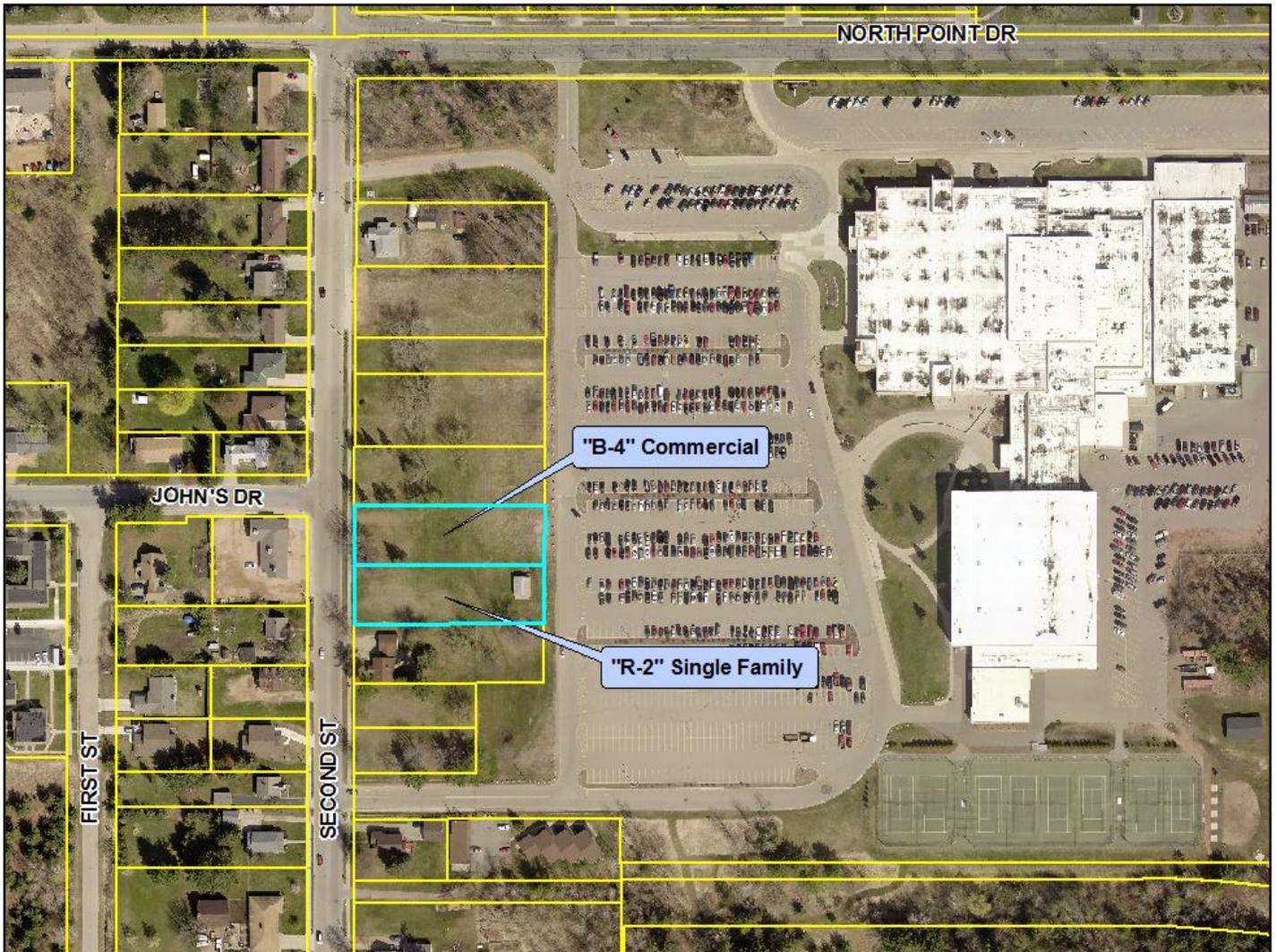
While staff does have some concerns with the location of the facility, being a distance from SPASH, those concerns can be alleviated with the conditions outlined in this staff report. In addition, the location of this facility may pose a negative impact on adjacent tavern properties. However, the 300 feet distance requirement can be waived by the Common Council.

Therefore, staff would recommend approval of the conditional use permit, with the following condition(s):

- All building codes shall be met and building permits obtained.
- 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. Vegetation shall include a mixture of trees and screening vegetation. Trees shall be spaced at 1 per each 50 lineal feet at minimum.
- If refuse containers are stored outside, they must be screened with screening materials to be approved by staff. The containers would only be allowed in the side or rear yards.
- Minor modifications to the design and site plan can be approved by staff.
- Two additional parking stalls shall be installed on the property directly east of the current parking stalls, meeting all applicable off-street parking dimensions, to accommodate increased traffic from facility programs.
- Shall parking ever become an issue on SPASH's nearby property, which would be evidenced by additional on street parking, the Common Council reserves the right to require additional parking stalls on site.
- A designated path (e.g. sidewalk) from the High School to the Life Skills Center, as shown in conditional use standard 10, shall be established to provide a connection between the two buildings. Identified crosswalks shall be established where the path crosses a drive lane or the parking lot.
- The location of the attached garage with respect to the drive isle may create difficulty in accessing the garage with a vehicle. Staff would recommend shifting the building to the north approximately 10 feet to allow for a property turning radius.
- Parking for the facility shall occur in the properties lot or SPASH parking lot and not on the street.
- If the Blue Light Café is open to the general public for serving purposes more than five times per calendar year, the owner/applicant must receive approval from the Community Development Department. The Department may place

reasonable conditions upon the request to ensure the use does not negatively impact the neighborhood.

Vicinity Map - Current Zoning Classification



Background

The Stevens Point Area School District (SPASH) is requesting to rezone their property to "R-2" Single Family Residence District and obtain a conditional use permit to construct a 3,000 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. For a detailed description of the life skills center program, see the attached narrative.



Part of the program incorporates the use of apartment style and commercial kitchen style training facilities which would be constructed within the building. Both rooms would assist students with disabilities in transitioning from high school to post-high school learning in a real-life, hands-on setting.

It is important to distinguish that both properties above, are under the ownership of the Stevens Point Area School District. If the rezone request is approved, both properties will carry the same zoning classification, "R-2" Single Family Residence. The proposed institutional type use is classified as a conditional use within the "R-2" Single Family Residence and "B-4" Commercial districts. The existing shed on the site, used for sports and lawn equipment storage, will remain.

Standards of Review

Rezoning Request

1) The parcel(s) meets the minimum lot requirements.

Analysis: The minimum lot requirements in the "R-2" Single Family Residence District are as follows:

- Minimum Lot Area: 8,000 square feet
- Minimum Lot Width: 60 feet, or 80 feet for corner lots.

Findings: Both lots are over 20,000 square feet in size and over 80 feet in width, well exceeding the minimum lot size requirements.

2) The change in zoning is consistent with the City Comprehensive Plan.

Analysis: The City's Comprehensive Plan calls for this area to be institutional/government.

Findings: The rezoning to "R-2" Single Family Residence zoning would be consistent with the Future Land Use Map, as the intent of the district, which is as follows:



Future Land Use Map– 2005 Stevens Point Comprehensive Plan

This 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 accommodate other housing not on the City sewer. This district is to be located consistent with the City's Comprehensive Plan.

3) The change in zoning will not create adjacent incompatible uses.

Analysis: The following are the current City zoning classifications and uses of adjacent properties:

Direction	Zoning	Use
North	"B-4" Commercial District	Vacant
South	"R-2" Single Family Residence District	House
East	"R-2" Single Family Residence District	High School
West	"B-4" Commercial District & "R-2" Single Family Residence District	Tavern & House

Wisconsin State Statute 125.68(3) requires the following in regards to the separation of schools and taverns:

Restrictions on location. No "Class A" or "Class B" license or permit may be issued for premises the main entrance of which is less than 300 feet from the main entrance of a public or parochial school, tribal school, as defined in s. 115.001 (15m), hospital, or church, except that this prohibition may be waived by a majority vote of the governing body of the municipality in which the premises is located. The distance shall be measured by the shortest route along the highway from the main entrance of the school, church, or hospital to the main entrance of the premises covered by the license or permit.

See the attached document for the full Statute.

Below is a property analysis that was determined using the submitted site plan and Geographical Information System measurements. Measurements are approximate.

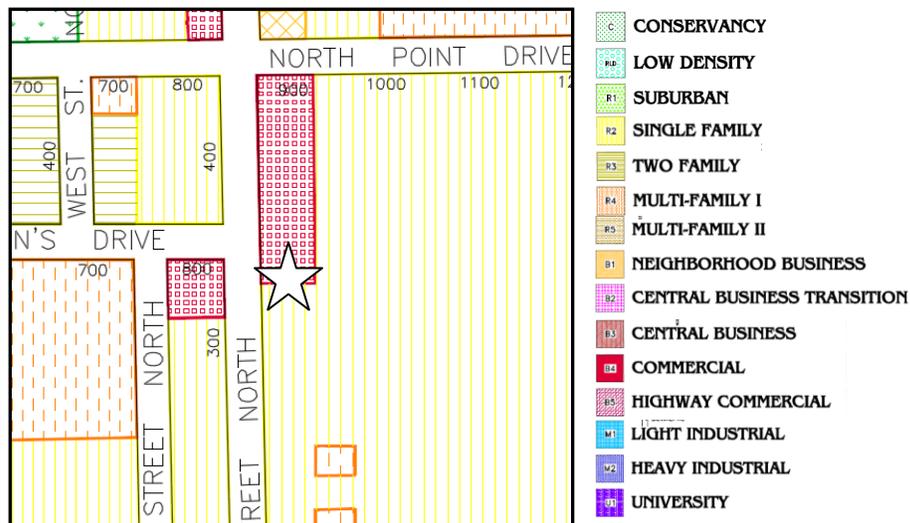
SPASH Life Skills Center: 68 feet - right-of-way to front building entrance
 Right-of-way width: 66 feet
 Bar/Tavern: 25 foot setback - right-of-way to building

Total Distance: Approximately 159 feet distance separation from the tavern (Cedar Haus Inn) and the life skill center, measured from each buildings main entrance. The other tavern, Stashes Little White Inn, would be approximately 350 feet.

Findings: The majority of SPASH property is zoned "R-2" Single Family Residence District. Additionally, the majority of properties within the neighborhood are zoned "R-2". Commercial zoning exists to the north and to the west, across the street. A residential home exists directly south of the property, therefore, staff would recommend that continuous screening landscaping in the form of vegetation or fence be installed and maintained on the property.

A tavern across the street, within 300 feet of the proposed building, is a concern. While the governing body can waive the 300 foot requirement, it does present potential challenges in the future if the tavern would want to expand.

**City of Stevens
Zoning Map**



Conditional Use Request

- 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: If rezoned, the use would be established in the "R-2" zoning district. Students with disabilities, affiliated with SPASH, would utilize the facility in a multiple of ways. Part of the building would be used as an apartment simulator, while another part as a storefront. Classrooms would also be intermixed to provide an ordered teaching environment. The facility would be constructed to cater to wheelchairs and persons with disabilities. It is anticipated that students would primarily utilize the facility during the daytime hours. In regards to the café, three days throughout the year will be used to serve primarily staff and parents during the lunch hours, as a way to display skills learned. Students will access the site by walking from the school with adult chaperones or using a bus during the winter months. The bus would access the driveway off of Second Street North or SPASH's parking lot.

Findings: One single Family home is directly adjacent to the site. Adequate separation and screening has been provided to buffer the use effectively. With the institutional use already in existence on nearby properties staff feels that the use is not in conflict with the surrounding area. Students will be chaperoned by adults and fellow student mentors when traveling to and from the site. Parking for the site is adequate, as SPASH has identified 50 spaces to be used by the facility, of which can be increased or decreased by limiting parking passes for students. Based on the analysis and findings above, the establishment, maintenance, or operation of the use should not be detrimental to, or endanger the public health, safety, or general welfare.

- 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 accommodate 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. As stated above within the rezoning standards of review, State Statute 125.68(3) is not met by the development of the institutional use on the property.

Findings: Failing to meet this statute does not prevent SPASH from constructing the Life Skills Center, but limits the nearby tavern, of which is at a distance of 159 feet away from the proposed institutional facility. In order for the tavern to renew its annual liquor license or expand in the future, the Common Council must waive the above statute. An institutional use has existed for decades on a nearby property; however an institutional facility has not been within 300 feet of any nearby tavern, therefore, meeting the statute. Staff would recommend that Plan Commission review this carefully as it may inhibit neighboring uses, specifically taverns in the future.

- 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 with porch and garage door.

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

With the use affiliation of this facility with the nearby school, owned and operated by the Stevens Point Area School District, staff would consider this an addition to an existing school, thereby allowing parking requirements to be established by Common Council. Vehicular traffic to and from the site off of Second Street North will be primarily for maintenance and delivery use. Staff would recommend that in the event that parking ever becomes an issue on SPASH's nearby property, due to increased student enrollment, sporting activities, other school functions, or other reasons that utilize all parking on the nearby SPASH property, that the City of Stevens Point reserves the right to require additional stalls to be constructed on the lot to meet the additional need. As it stands now, the students and teachers using this facility already park in the SPASH lots, therefore,

staff does not anticipate an increased need for additional parking. The program "Threads of Kindness," described further within the attached narrative would also increase traffic to the site. As only two stalls are proposed on the site, 1 of which is handicap, staff would recommend two additional stalls be constructed to accommodate for delivery drop-off of items relating to "Threads of Kindness."

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. If the requested rezoning is approved, both properties would be classified as "R-2". 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 3,000 square foot educational facility on two parcels zoned "R-2" and "B-4".

Findings: The Common Council can grant a conditional use permit for an institutional type use within both zoning districts. 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

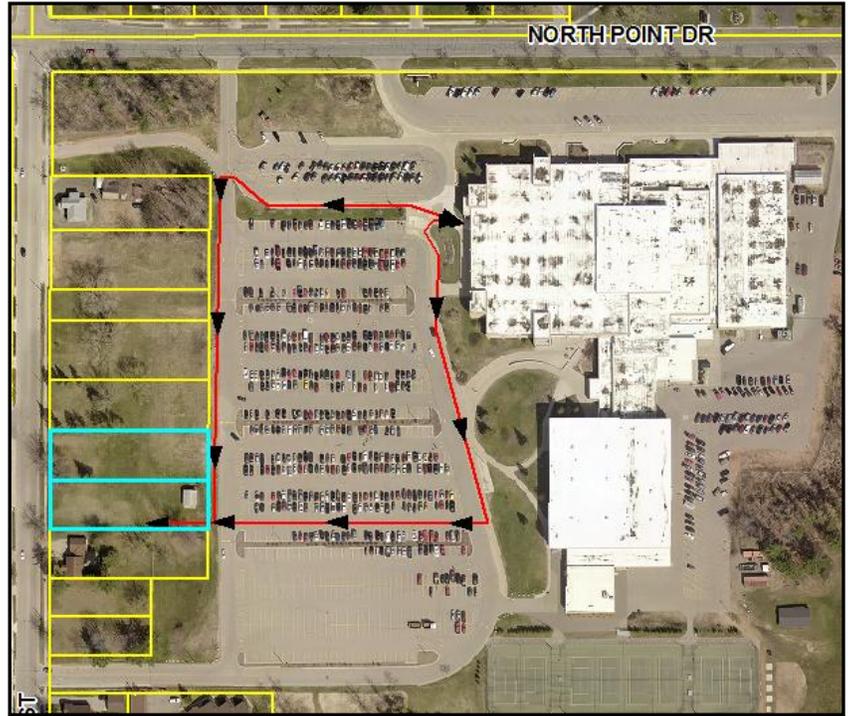
10) Principal - Applications for exclusive multifamily residential uses: The view from the street should maintain a residential character. The view should be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.

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 school parking lot. Students will regularly walk to the facility from the high school or potential bus in the future. Deliveries of donated items for the program "Threads of Kindness" (see attached program narrative) will occur at the site. These items will be stored within the facility, with larger items stored in the garage.

Findings: Vehicle traffic to the site will primarily be for maintenance purposes or delivery. Staff is concerned with the safety of students traveling to the site from the nearby high school. Sidewalks exist for approximately half of the walking distance. The other half is paved driveway and parking lot which exposes students to vehicle traffic. Staff would recommend that a designated path from the high school to the Life Skills Center be identified of which all SPASH students shall be informed of, along with operating schedules, and of which shall be adhered to by students and faculty utilizing the Life Skills Center. The designated path shall be a walking path (e.g. sidewalk) or identified path through the parking lot.



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 from view and the screening materials must be approved by staff.

- 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.

- 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

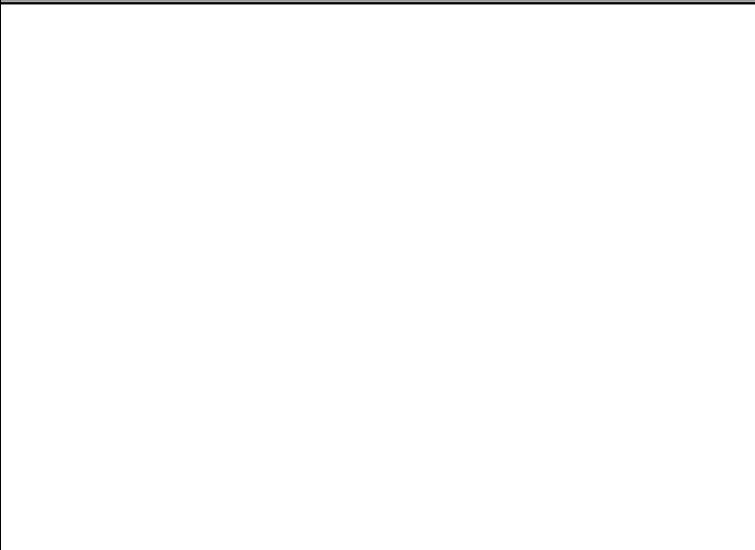
LEGAL DESCRIPTION

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



1/28/2013 11:10:02 AM

GVS Property Data Card

Stevens Point

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

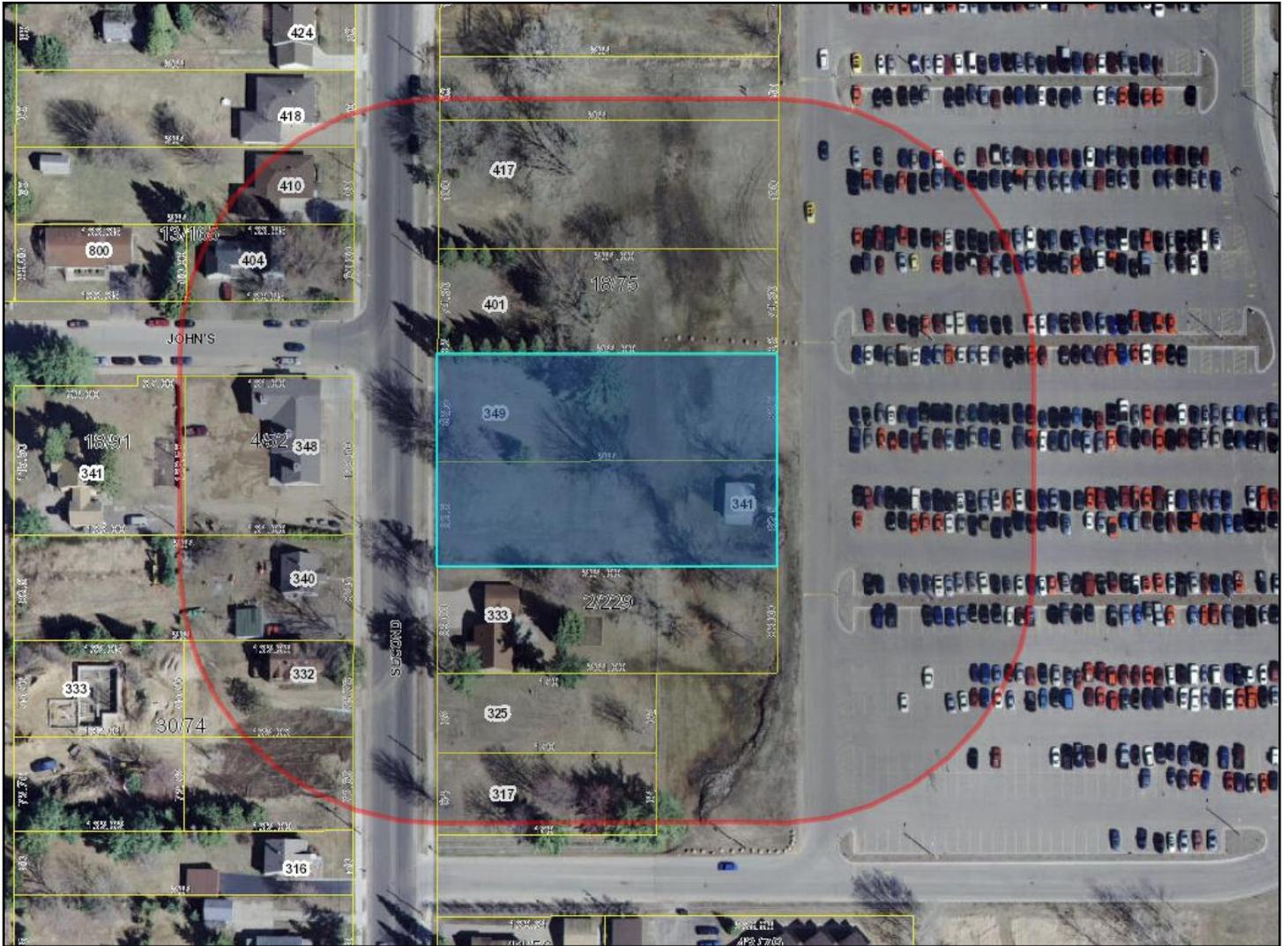
S 5 RD OF N 735F OF W 16 RD OF PRT N 1/2 NW 1/4 LYG E OF OLD HWY 51 S 29 T24 R8 540301

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

REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION

ADDRESS OF PROPERTY: 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).
Rezone from B-4 to R-2 to make zoning consistent with adjacent parcel 341 Second Street North.

OWNER/APPLICANT:

Name: Stevens Point School District
Address: 1900 Polk Street
Stevens Point, WI 54481
(City, State, Zip Code)

Telephone: (715) 345-5444
Cell Phone: _____

Signature
Attila Weninger

AGENT FOR OWNER/APPLICANT:

Name: Point of Beginning
Address: 5709 Windy Dr. Suite D
Stevens Point, WI 54482
(City, State, Zip Code)

Telephone: (715) 344-9999
Cell Phone: (715) 310-3271

Signature
James Lundberg

Scheduled Date of Plan Commission Meeting: March 4th 2013

Scheduled Date of Common Council Meeting: March 18th 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 # _____

\$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:

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

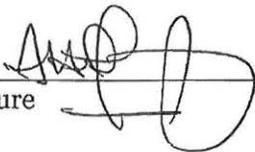
Address: 1900 POLK STREET
STEVENS POINT, WI 54481

(City, State, Zip Code)

Telephone: 715-345-5444

Cell Phone: _____

Signature



AGENT FOR OWNER/APPLICANT:

Name: POINT OF BEGINNING, INC. JIM LUNDBERG

Address: 5709 WINDY DRIVE SUITE D
STEVENS POINT, WI 54482

(City, State, Zip Code)

Telephone: 715-344-9999

Cell Phone: 715-310-3271

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 # _____

The Life Skills Center Program

An Understanding

The Life Skills Center is an apartment-based simulation program that focuses on the development of independent living skills for students with disabilities in an effort to better prepare them for life after high school. The program promotes transitioning from high school to post-high school learning in a real-life, hands-on setting. It has served more than 330 students with emotional, learning and cognitive disabilities. The students have utilized a leased apartment located across the street from the Stevens Point Area Senior High (SPASH).

The Life Skills Center also serves as our *Community Partner* program that focuses on 1:1 peer mentorship between special education students and regular education students, as well as volunteers in the community. Its purpose is to promote community involvement and foster friendships for the developmentally disabled, including those with cognitive disabilities, cerebral palsy, epilepsy, and autism. Each school year a group of special education students are matched with student mentors in the high school or community. The group meets regularly for lunch, special projects, field trips, and to work at The *Community Partner* Coffee Shop. The *Community Partner* Coffee Shop sells coffee, hot chocolate, and treats prepared by the special education students. It serves as a valuable learning environment helping students improve social, money, and vocational skills.

The Life Skills Center plays a vital role for students by providing significant growth opportunities in the social/emotional/behavioral arena. Because the Center is a non-traditional classroom/environment it has helped students, such as those with Autism, make adjustments not possible in other settings. The Life Skills Center is an environment where all students can feel comfortable initiating and maintaining conversations with peers and other adults. One challenge staff members face when teaching students with disabilities is having students transfer and apply knowledge to other environments. The Life Skills Center helps this challenge become less daunting. Students learn valuable communication skills, in a less intrusive environment, that promotes generalization to other environments post graduation. While the traditional classroom environment does offer social opportunities, some students need more functional communication opportunities applied to real-life situations, which the Life Skills Center provides.

The Details:

Construct a multi-purpose building that will afford students, staff and community with an environment in which many groups and interests can be served. An optimal location is on the SPASH campus but separate from the school building. Technology education (construction trades) students at SPASH could be afforded the opportunity to assist and observe as appropriate.

Part of the building would be used in an apartment simulation to continue teaching Life Skills, while another part of the building would be constructed as a “store front” with an instructional kitchen and serving area. The store front would offer such services as our *Threads of Kindness* program, *Blue Light Café* and the aforementioned *Community Partner* program.

The apartment portion of the building, or *Life Skills Center*, would ideally be an open concept dwelling with a kitchen, living room, full bathroom and bedroom. An electric lift system, such as the Guldman Ceiling Lift System, would run from the living area into the bathroom. Pocket

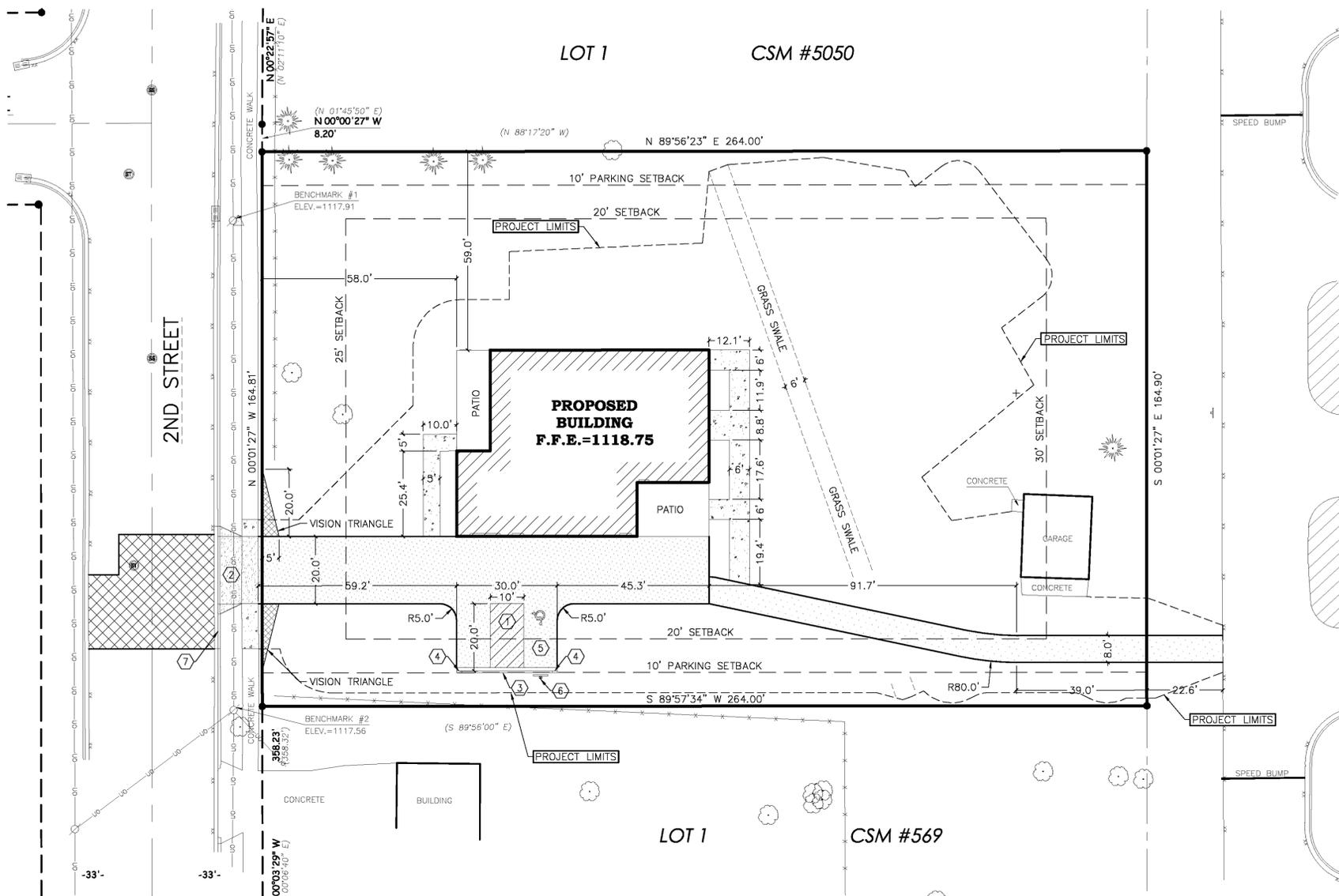
doors would be ideal for wheelchair entrance/navigation as well as ADA accessibility considerations such as threshold ramps, 36" door widths, kick plates, lever handles, and automated entrance doors. A loop induction system is necessary for our students with hearing impairments and would be laid under the tile, cement or hard wood floors. Elimination of exposed wires, such as those for television/DVD/stereo equipment would necessitate several built-in cabinets or features to minimize or eliminate opportunity for tripping or tampering.

Threads of Kindness is a confidential program whose mission is to provide clothing, shoes, and other necessary household items to children in the District who may be homeless and/or less fortunate. A group of 80 volunteers are ready to donate the items when a need is identified. New or gently used clothing is accepted and quickly redistributed. The building requirements for this program would include lots of closet space, built-in shelving (clothes, shoes, books etc.), hide-away storage areas, food pantry and a large open area for parenting classes.

Also as previously mentioned, the store front would house an instructional kitchen for our students to receive, develop and showcase their vocational skills such as the *Blue Light Café*. The *Blue Light Café* is an opportunity for students identified with cognitive disabilities to partner with regular education students from *Community Partners* to plan, prepare, and serve a plated meal for staff and community members. Throughout the year, students with cognitive disabilities are enrolled in courses that emphasize vocational and independent living skills which involve cooking, cleaning, budgeting, and socialization. The *Blue Light Café* is a way for students to utilize and generalize the skills they have learned in their classes. The *Blue Light Café* provides a unique opportunity for students with cognitive disabilities to work alongside their peers while practicing and improving life skills they are learning in the classroom.

The area of the building where the *Blue Light Café* would be located would include a seating area (inside, outside or both) possibly the same open area used for the aforementioned parenting classes, and the instructional kitchen. Included in the kitchen would be locking pull down cabinets, wheelchair accessible refrigerator, two-tone counter tops for visually impaired students, two-level island with outlets underneath, pull out counters, switch operated sink (raises and lowers to wheelchair level), pull out microwave, oven with side door and pull out pantry shelves.

Although the 3,000 square foot building will have 3 or more separate functions/capacities, it would be ideal to have some sense of flow. The optimal design of the building would allow for multiple use areas and natural transitions.



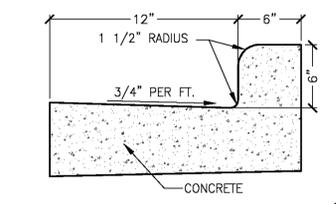
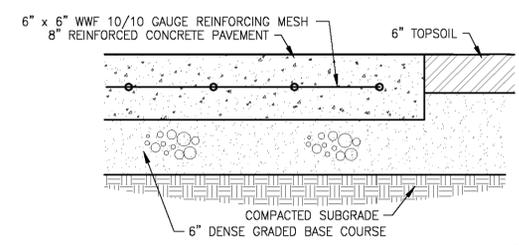
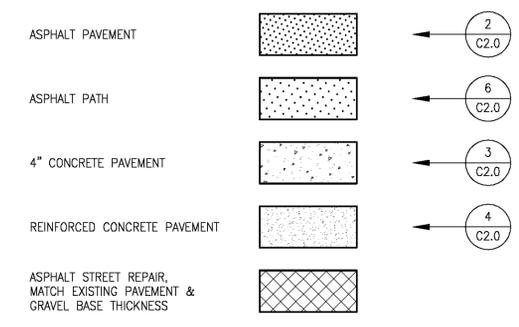
GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- PRIOR TO THE START OF CONSTRUCTION INSTALL ALL EROSION CONTROL MEASURES IN ACCORDANCE WITH THE DEPARTMENT OF NATURAL RESOURCES AND LOCAL MUNICIPAL REGULATIONS.
- SEE SHEET C4.0 FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
- ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE SITE GRADING CONTRACTOR AND INCLUDED IN THE BASE BID CONTRACT.
- VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL BIDDERS PLANNING ON SUBMITTING A BID SHALL VISIT THE SITE AND REVIEW THE EXISTING CONDITIONS PRIOR TO THE BID DATE.
- COORDINATE CONSTRUCTION IN THE RIGHT OF WAY WITH THE LOCAL AUTHORITIES.
- ALL SAWCUTS SHALL BE AT AN EXISTING JOINT IN THE CURB AND PAVEMENT.
- THE GENERAL CONTRACTOR IS RESPONSIBLE FOR OBTAINING A WORK IN RIGHT OF WAY PERMIT FROM THE CITY OF STEVENS POINT.

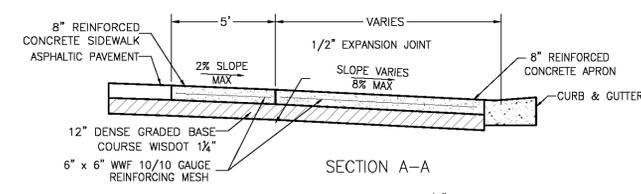
KEYNOTES:

- ① PARKING LOT STRIPING
- ② DRIVEWAY APRON
- ③ 18" CONCRETE CURB AND GUTTER (STANDARD)
- ④ 1.5" CURB HEAD TAPER
- ⑤ HANDI-CAP STALL
- ⑥ HANDI-CAP PARKING SIGN
- ⑦ 24" CURB AND GUTTER

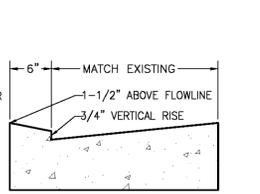
PAVEMENT HATCH PATTERNS:



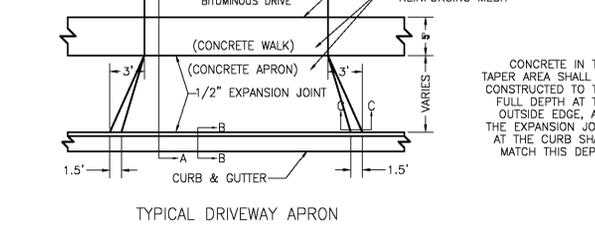
REINFORCED CONCRETE



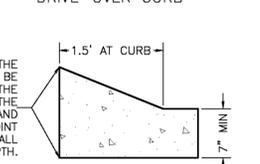
CURB AND GUTTER



SECTION A-A



SECTION B-B



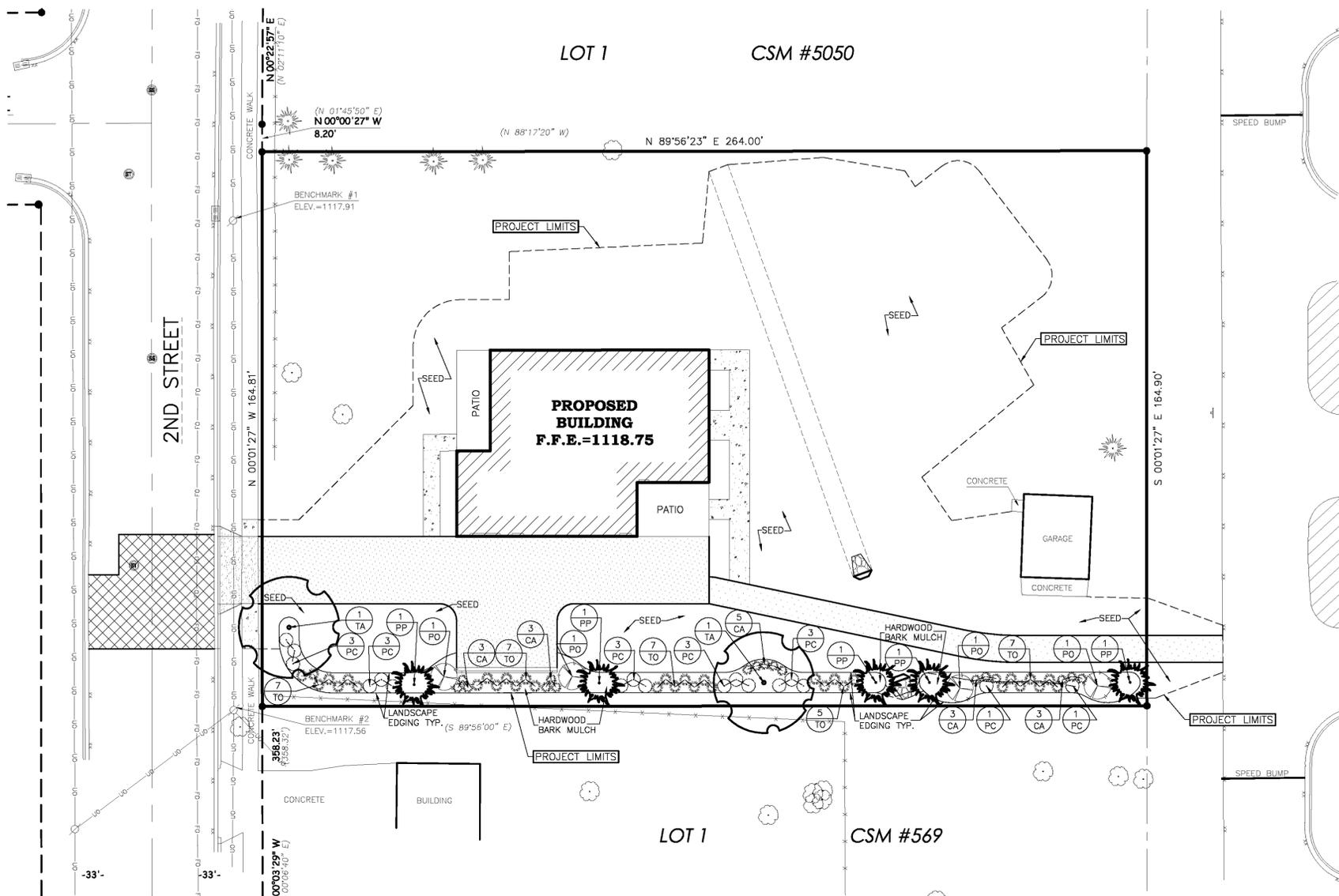
TYPICAL DRIVEWAY APRON

SECTION C-C



DRIVEWAY APRON

⑧ C2.0



LEGEND

These standard symbols will be found in the drawing.

- SANITARY SEWER
- STORM SEWER
- OVERHEAD UTILITIES
- WATERMAIN
- FIBER OPTICS
- EDGE OF BITUMINOUS
- CONTOUR LINE
- RECTANGULAR CATCH BASIN
- SOIL BORING
- POWERPOLE
- SANITARY MANHOLE
- SIGN
- STORM MANHOLE
- TELEPHONE PEDESTAL
- WATER MANHOLE
- TREE
- PINE TREE
-
- COMPUTED PROPERTY CORNER
- RECORDED AS
-
-

REVISIONS

CHECKED:	JAMES LUNDBERG
DRAWN:	GREG GULICKSON
DATE:	02-20-2013
PROJECT NO.:	13.006

LANDSCAPE PLAN

UNDERGROUND UTILITIES

THESE RECORD DRAWINGS HAVE BEEN PREPARED, IN PART, ON THE BASIS OF INFORMATION COMPILED AND FURNISHED BY OTHERS. THE SURVEYOR AND ARCHITECT WILL NOT BE RESPONSIBLE FOR ANY ERRORS OR OMISSIONS WHICH HAVE BEEN INCORPORATED INTO THIS DOCUMENT AS A RESULT.

SOME UTILITIES HAVE BEEN LOCATED BY MAPS PROVIDED BY OTHERS - LOCATIONS ARE APPROXIMATE. PRIVATE UTILITIES MAY EXIST BUT ARE NOT SHOWN ON MAP. CONTACT DIGGERS HOTLINE FOR LOCATIONS. FIELD VERIFY SANITARY AND STORM SEWER PIPE SIZE AND LOCATION.

UNDERGROUND UTILITIES SHOWN ON THIS MAP ARE BASED IN PART ON MARKINGS BY DIGGERS HOTLINE. (TICKET #20130203886)

DESCRIPTION

BEING LOCATED IN THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 AND IN THE NORTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 29, TOWNSHIP 24 NORTH, RANGE 6 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

BENCH MARK

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

BENCHMARK #1
SPIKE IN POWER POLE, LOCATED AT THE SOUTHWEST CORNER OF 2ND STREET AND JOHN'S DRIVE.
ELEVATION = 1117.91

BENCHMARK #2
SPIKE IN POWER POLE, LOCATED ON THE EAST SIDE OF 2ND STREET AND BEING APPROXIMATELY 150 FEET SOUTH OF JOHN'S DRIVE.
ELEVATION = 1117.56

GENERAL NOTES:

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- 6" OF TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LANDSCAPE AREAS. LANDSCAPE CONTRACTOR SHALL VERIFY THAT SPECIFIED PLANTING SOIL DEPTH IS PRESENT PRIOR TO PLANTING.
- SEED/FERTILIZE/CRIMP HAY MULCH ALL GENERAL LANDSCAPE AREAS DISTURBED DURING CONSTRUCTION.
- ALL PLANT MATERIALS LISTED SHALL MEET THE STANDARDS OF THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION FOR THE SIZES GIVEN.
- ALL TREES SHALL BE STAKED WITH A MINIMUM OF THREE STAKES.
- EDG-KING LANDSCAPE EDGING OR EQUAL SHALL BE PLACED AROUND ALL LANDSCAPE BEDS.
- 3" OF SHREDDDED BARK MULCH SHALL BE PLACED IN ALL GROUND COVER PLANTING BEDS.
- FILTER FABRIC SHALL BE PLACED BENEATH ALL BARK MULCH.
- EDG-KING LANDSCAPE EDGING SHALL BE PLACED AROUND ALL GROUND COVER BEDS.
- COORDINATE ALL LANDSCAPE WORK WITH GAS, ELECTRIC, (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE) CABLE AND TELEPHONE CONSTRUCTION AND RESPECTIVE TRADES FOR THE INSTALLATION OF SAID UTILITIES.

LANDSCAPE REQUIREMENTS:

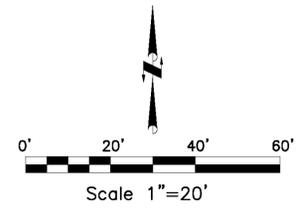
REQUIREMENT: ADD TREES AT MINIMUM RATE OF 1 TREE PER EACH 50 LINEAL FEET OF PROPERTY LINE.

SOUTHERN PROPERTY LINE = 264 L.F./50 = 6 REQUIRED

PROPOSED: 7 TREES

PLANTING SCHEDULE:

TREES SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
PF	PICEA PUNGENS 'FAT ALBERT'	FAT ALBERT	5'-6" T	15"X10"W	5
TA	TILIA AMERICANA 'BOULEVARD'	BOULEVARD LINDEN	2" CAL.	60"X30"W	2
SHRUBS SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
PC	PHILADELPHUS X CYMOSUS 'BOUQUET BLANC'	BOUQUET BLANC MOCK ORANGE	36"	7" T - 4" W	17
PO	PHYSOCARPUS OPIULIFOLIUS 'DIABOLO'	DIABOLO NINEBARK	36"	8" T & 10" W	4
TO	THUJA OCCIDENTALIS 'HOLMSTRUP'	HOLMSTRUP ARBORVITAE	36"	10" X 3" W	33
ORNAMENTAL GRASS SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
CA	CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER'	KARL FOERSTER FEATHER REED GRASS	24"	5'-7" T	17



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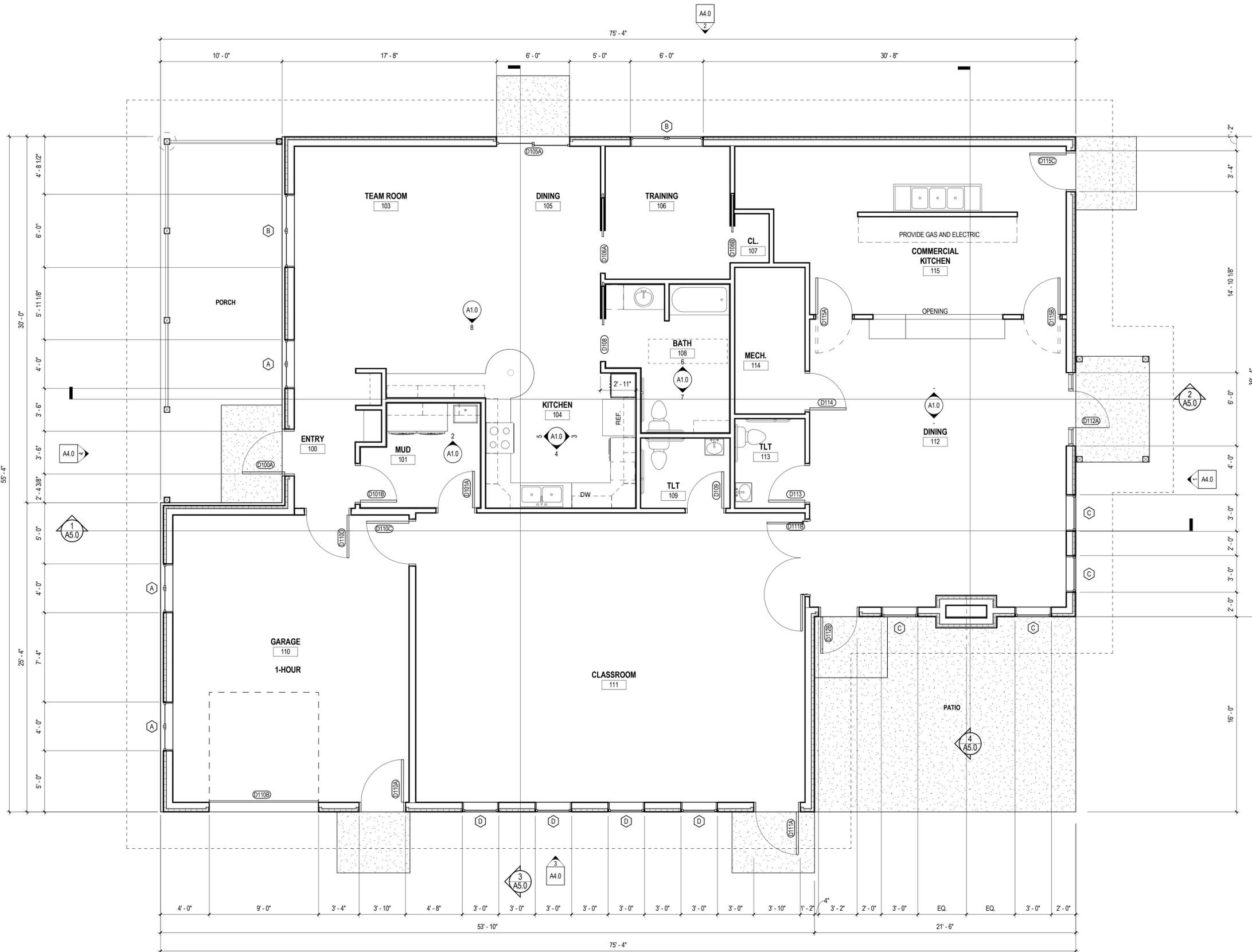
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**LIFE SKILLS CENTER
STEVENS POINT AREA
PUBLIC SCHOOL DISTRICT
STEVENS POINT, WISCONSIN**

Land Surveying
Engineering
Landscape Architecture
5709 Windy Drive, Suite D
Stevens Point, WI 54482
715.344.9999 (PH) 715.344.9922 (FX)



PRELIMINARY
NOT FOR CONSTRUCTION



1 FIRST FLOOR
1/4" = 1'-0"



one eighth inch = one foot
0 1 2 3 4

one quarter inch = one foot
0 1 2 3 4

three eighths inch = one foot
0 1 2 3 4

one half inch = one foot
0 1 2

one inch = one foot
0 1 2

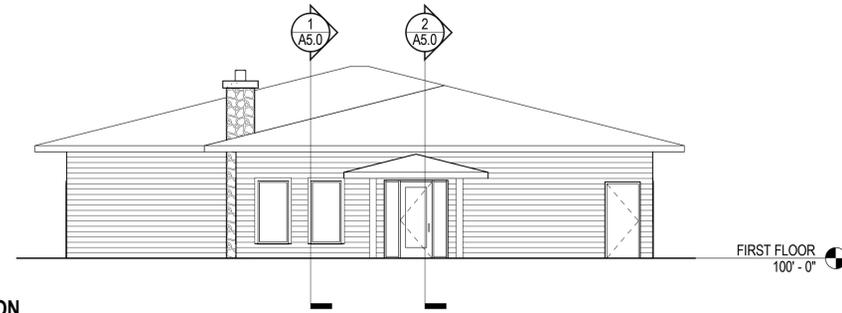
one and one half inch = one foot
0 3 6 9 1

one foot
0 3 6 9 1

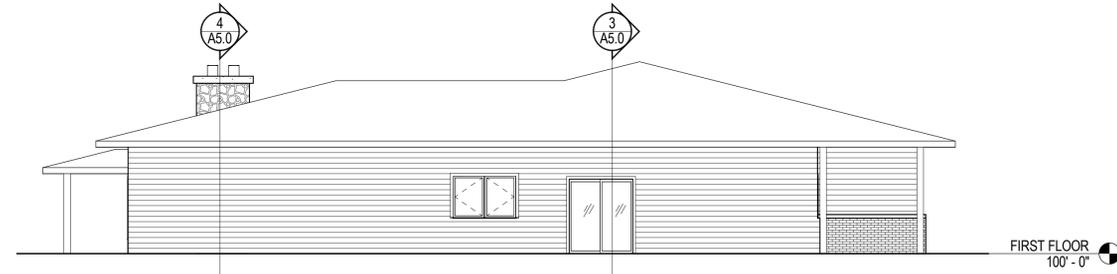
one and one half inch = ten feet
0 5 10 15 20

one inch = twenty feet
0 5 10 15 20 30 40

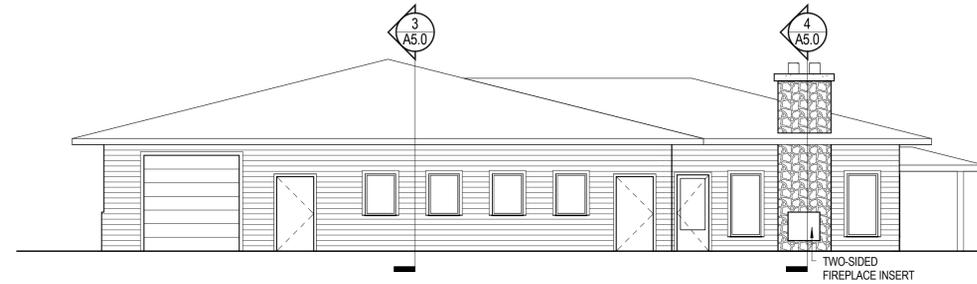
one inch = fifty feet
0 10 25 50 100



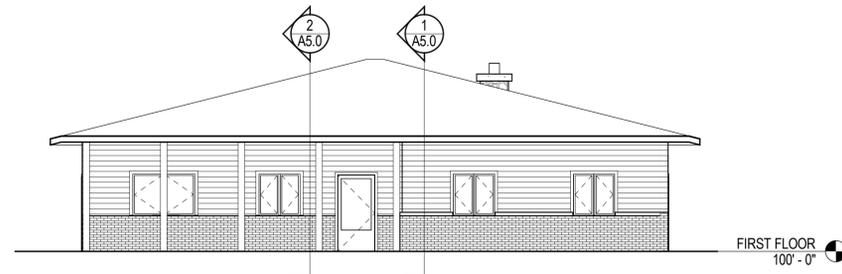
① EAST ELEVATION
1/8" = 1'-0"



② NORTH ELEVATION
1/8" = 1'-0"



③ SOUTH ELEVATION
1/8" = 1'-0"



④ WEST ELEVATION
1/8" = 1'-0"

EXTERIOR MATERIALS:
(PRODUCTS LISTED ARE AN EXAMPLE OF THE STANDARD OF QUALITY OF THESE MATERIALS. ALTERNATE MANUFACTURERS WILL BE CONSIDERED.)

1. BRICK VENEER
2. CULTURED STONE VENEER
3. DOUBLE 6" CLAPBOARD VINYL SIDING: STANDARD COLOR TO BE DETERMINED.
4. PRE-FINISHED ALUMINUM
5. ASPHALT SHINGLES
6. ALUMINUM "STOREFRONT" ENTRANCE & WINDOW FRAMING
7. VINYL CLAD WINDOWS
8. PRECAST STONE SILL (AT BRICK VENEER.)

EXTERIOR ELEVATIONS GENERAL NOTES

SEE ARCHITECTURAL SITE PLAN AND CIVIL DRAWINGS FOR DOWNSPOUT INFORMATION (TO GRADE OR TO STORM SEWER).

SEE ROOM FINISH SCHEDULE FOR FINISHING OF EXTERIOR WOOD.

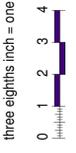
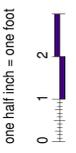
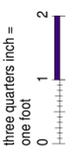
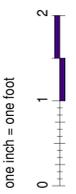
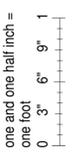
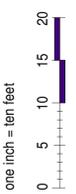
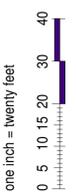
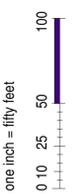
REFER TO THE PROJECT MANUAL / SPECIFICATIONS FOR ALUMINUM FRAME FINISH INFORMATION.

APPROPRIATE FRAME INSTALLATION CONTRACTOR SHALL VERIFY FRAME ROUGH OPENINGS PRIOR TO FABRICATION.

REFER TO EXTERIOR ELEVATIONS FOR WINDOW / CURTAIN WALL MULLION ALIGNMENT WITH EXTERIOR CLADDING PANELS / JOINTS, ETC.

EXTERIOR CLADDING INSTALLATION CONTRACTOR SHALL VERIFY PANEL AND JOINT LOCATIONS PRIOR TO FABRICATION.

PRELIMINARY
NOT FOR CONSTRUCTION



Michael P. Devine, Principal
Stevens Point Area Senior High
1201 North Point Drive, Stevens Point, WI 54481
Ph: (715) 345-5401 Fax: (715) 345-5408



February 13, 2013

To Whom it May Concern,

Please be informed that SPASH would have approximately 50 parking spots available in the southwest parking lot for use for Living Skills Center events. We have enough parking for approximately 750 students. However, on any given day we usually have about 100 open spots. The particular area of our student parking that you are referencing is the least used section of the lot.

The number of parking spaces mentioned above would stay the same throughout the day. It covers the hours you asked about (8:00, 10:00, 12:00, 2:00 and 4:00). The only way that number would change is if we sold more parking permits than normal in a given school year or if we are hosting some big function at our school that requires a lot of parking spaces such as Graduation/Cultural Fest, etc. Other than that it would not change.

Feel free to contact me at 715-345-5401 or email mdevine@pointschools.net if you have any other questions.

Sincerely,

A handwritten signature in black ink that reads 'Michael P. Devine'. The signature is written in a cursive style.

Michael P. Devine, Principal
Stevens Point Area Senior High

WISCONSIN STATE STATUTES

125.68 General restrictions and requirements.

(1) Managers' licenses; "Class B" and "Class C" premises.

[125.68\(1\)\(a\)](#)(a) If a municipal governing body elects to issue managers' licenses under s. [125.18](#), no person may manage premises operating under a "Class B" license or permit or a "Class C" license unless the person is the licensee or permittee, an agent of a corporation or limited liability company appointed as required by s. [125.04 \(6\)](#) or the holder of a manager's license. A manager's license issued in respect to a vessel under s. [125.51 \(5\) \(c\)](#) is valid outside the municipality that issues it. A person manages premises if that person has responsibility or authority for:

1. Personnel management of all employees, whether or not the person is authorized to sign employment contracts;
2. The terms of contracts for the purchase or sale of goods or services, whether or not the person is authorized to sign the contracts; or
3. The daily operations of the premises.

(b) The municipal governing body may, by ordinance, define factors in addition to those listed in par. [\(a\)](#) which constitute management of premises.

(2) Operators' licenses; "Class A," "Class B," "Class C," and other premises. Except as provided under s. [125.07 \(3\) \(a\) 10.](#), no premises operated under a "Class A" or "Class C" license or under a "Class B" license or permit may be open for business, and no person who holds a manufacturer's or rectifier's permit may allow the sale or provision of taste samples of intoxicating liquor on the manufacturing or rectifying premises as provided in s. [125.52 \(1\) \(b\) 2.](#), unless there is upon the premises either the licensee or permittee, the agent named in the license or permit if the licensee or permittee is a corporation or limited liability company, or some person who has an operator's license and who is responsible for the acts of all persons selling or serving any intoxicating liquor to customers. An operator's license issued in respect to a vessel under s. [125.51 \(5\) \(c\)](#) is valid outside the municipality that issues it. For the purpose of this subsection, any person holding a manager's license issued under s. [125.18](#) or any member of the licensee's or permittee's immediate family who has attained the age of 18 shall be considered the holder of an operator's license. No person, including a member of the licensee's or permittee's immediate family, other than the licensee, permittee or agent may serve or sell alcohol beverages in any place operated under a "Class A" or "Class C" license or under a "Class B" license or permit unless he or she has an operator's license or is at least 18 years of age and is under the immediate supervision of the licensee, permittee or agent or a person holding an operator's license, who is on the premises at the time of the service.

(2m) Use by another prohibited.

(a) No person may allow another to use his or her "Class A" or "Class C" license or "Class B" license or permit to sell alcohol beverages.

(b) The license or permit of a person who violates par. [\(a\)](#) shall be revoked.

(3) Restrictions on location. No "Class A" or "Class B" license or permit may be issued for premises the main entrance of which is less than 300 feet from the main entrance of a public or parochial school, tribal school, as defined in s. [115.001 \(15m\)](#), hospital, or church, except that this prohibition may be waived by a majority vote of the governing body of the municipality in which the premises is located. The distance shall be measured by the shortest route along the highway from the main entrance of the school, church, or hospital to the main entrance of the

premises covered by the license or permit. The prohibition in this subsection does not apply to any of the following:

(a) Premises covered by a license or permit on June 30, 1947.
(b) Premises covered by a license or permit prior to the occupation of real property within 300 feet thereof by any school, hospital or church building.

(c) A restaurant located within 300 feet of a church or school. This paragraph applies only to restaurants in which the sale of alcohol beverages accounts for less than 50% of their gross receipts.

(4) Closing hours.

(a) Wholesalers. No premises for which a wholesale intoxicating liquor permit has been issued may remain open for the sale of intoxicating liquor between the hours of 5 p.m. and 8 a.m., except on Saturday the premises may remain open until 9 p.m.

(b) "Class A" retailers. No premises for which a "Class A" license or permit has been issued may remain open for the sale of intoxicating liquor between the hours of 9 p.m. and 6 a.m. A municipality may, by ordinance, impose more restrictive hours than those provided in this paragraph.

(c) "Class B" and "Class C" retailers.

1. Subject to subd. [3.](#) and s. [125.51 \(3r\) \(a\) 3.](#), no premises for which a "Class B" license or permit or a "Class C" license has been issued may remain open between the hours of 2 a.m. and 6 a.m., except as otherwise provided in this subdivision and subd. [4.](#) On January 1 premises operating under a "Class B" license or permit are not required to close. On Saturday and Sunday, no premises may remain open between 2:30 a.m. and 6 a.m. except that, on the Sunday that daylight saving time begins as specified in s. [175.095 \(2\)](#), no premises may remain open between 3:30 a.m. and 6 a.m. This subdivision does not apply to a "Class B" license issued to a winery under s. [125.51 \(3\) \(am\)](#).

3. Between 12 midnight and 6 a.m. no person may sell intoxicating liquor on "Class B" licensed premises in an original unopened package, container or bottle or for consumption away from the premises or on "Class C" licensed premises as authorized under s. [125.51 \(3r\) \(a\)](#). A municipal governing body may, by ordinance, impose more restrictive hours than are provided in this subdivision except with respect to the sale of intoxicating liquor authorized under s. [125.51 \(3r\) \(a\)](#). This subdivision does not apply to a "Class B" license issued to a winery under s. [125.51 \(3\) \(am\)](#).

3m. No premises for which a "Class B" license has been issued under s. [125.51 \(3\) \(am\)](#) may remain open for the sale of intoxicating liquor between the hours of 9 p.m. and 8 a.m.

4. Hotels and restaurants the principal business of which is the furnishing of food, drinks or lodging to patrons, bowling centers, movie theaters, indoor horseshoe-pitching facilities, curling clubs, golf courses and golf clubhouses may remain open for the conduct of their regular business but may not sell intoxicating liquor during the closing hours under subd. [1.](#) or, with respect to the sale of intoxicating liquor authorized under s. [125.51 \(3r\) \(a\)](#), under subd. [3.](#)

5. A municipality may not, by ordinance, impose different hours than those provided under subd. [1.](#)



Memo

Michael Ostrowski, Director

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498

mostrowski@stevenspoint.com

City of Stevens Point – Department of Community Development

To: Plan Commission
From: Michael Ostrowski and Kyle Kearns
CC:
Date: 3/4/2013
Re: Ordinance Amendment - Reduce the street yard building setback requirements within the "B-5" Highway Commercial District for streets other than Highway 10 East to 25 feet (Section 23.02(2)(e)(4)) and reduce the street yard setback requirements for parking lots within the "B-5" Highway Commercial District for streets other than Highway 10 East, and side and rear yard setback requirements to 5 feet (Section 23.02(2)(e)(4) and "Parking Lot Setback" table 23.01(14)(f)).

Currently, street yard setbacks for all lots within the "B-5" Highway Commercial District are 40 feet. This large setback was primary for buildings along Hwy. 10 E, as it is a major thoroughfare within the City. However, this requirement presents challenges for lots that front on other streets that are not Hwy 10 E, or have multiple street frontages. The intent of this district is provided below.

B-5 Highway Commercial District

1) Intent. This district is established to provide for larger retail, commercial, office and service uses which depend upon access to major highways. This district is primarily intended to accommodate regional commercial uses requiring larger land areas than the "B-4" Commercial District and which depend upon region-wide usage and region-wide access. It is the intent of this district to provide for open space, to prevent congestion, to protect the highway corridor, to protect the safety of adjacent highway and the users of the commercial sites of this district, to protect property values, and to create a convenient and safe commercial area.

Within the attached amendment, buildings along Hwy. 10 E shall still meet a 40 foot setback, however, properties that boarder another street as well, would be required to meet a 25 foot setback for that street. Also, lots that do not border Hwy. 10 E would have a 25 foot street yard setback. The current 40 foot setback on other streets limits the developable area of properties within this zoning district, putting those properties at a disadvantage from other commercial lots.

In order to be consistent with the street yard setback reduction for buildings facing streets other than Hwy 10, staff also recommends reducing the parking lot setbacks for lots along streets other than Hwy 10 E. Required parking lot setbacks from Hwy 10 E. are 30 feet. The parking lot setback from streets other than Hwy 10 E. within the "B-5" district is 20 feet. Staff is recommending reducing street setback for parking lots to 5 feet for streets other than Hwy 10 E. Side and rear yard parking lot setbacks are also recommended to be changed from 10 feet to 5 feet. These changes reflect more appropriate setbacks consistent with the reduced building front yard street setback from streets other than Hwy 10 E. These would more closely match the setback requirements in the other commercial zoning districts.

See the attachment for the proposed amendments to the ordinance.

As a side note, the Plan Commission is required to review all site plans within the B-5 zoning district. Therefore, if an increased setback is warranted for a specific development, the Plan Commission could recommend that a larger setback requirement be required.



Memo

Michael Ostrowski, Director
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Stevens Point, WI 54481
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mostrowski@stevenspoint.com

City of Stevens Point – Department of Community Development

To: Plan Commission
From: Michael Ostrowski and Kyle Kearns
CC:
Date: 2/25/2013
Re: Plan Commission Application and Submittal Requirements

Prior to the February Plan Commission meeting, a project was presented to staff that involved the construction of an educational facility. It was the understanding by staff that the site plan that was submitted was in final form. In addition, the description of the project to staff changed to what was presented by the applicant at the plan commission meeting. In order to remedy these issues for any future requests, staff would like to amend the way in which plan commission requests are applied for and presented.

First, we would like to modify our plan commission application to require the applicants to provide more detailed information about their request. The applicant will need to provide a detailed description of the project. In addition, the applicants will need to provide their justification for the requested change. For example, conditional use requests will require the applicant to explain what steps will be taken to reduce any negative impacts on adjacent property, how will the proposed development reinforce the existing or planned character of the neighborhood, etc.

Second, we would like to require applicants to submit a letter explaining the request to the alderperson of the district where the request is being made. This letter should be sent to the alderperson prior to, or upon submitting an application to staff.

Finally, at the plan commission meeting, applicants would be required to present their request to the plan commission, thereafter, staff would provide their recommendation.

Through these steps, it should allow the public, alderpersons, commissioners, and staff to be more informed about the project being presented. We would appreciate any other suggestions that you may have to make it a more efficient process, or items that you would like to see to assist you in your review and recommendation of an item.

I would anticipate that these changes take effect for the April Plan Commission meeting.