

AGENDA
CITY PLAN COMMISSION

Monday, April 1, 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 March 4, 2013 Plan Commission meeting.
2. Request from Thomas Trzinski, representing Kwik Trip, Inc., for the purposes of annexing **5303 Old Highway 18 (County Parcel ID: 020240835-07.01A), along with the adjacent right-of-way and Department of Transportation property directly west and north of the aforementioned property,** from the Town of Hull to the City of Stevens Point.
3. Establishing a permanent zoning classification of either B-4 Commercial District or B-5 Highway Commercial District for **5303 Old Highway 18 (County Parcel ID: 020240835-07.01A), along with Department of Transportation property directly west and north of the aforementioned property.**
4. Request from Springfield Sign & Neon, representing Culvers, for a sign variance to allow a freestanding sign within the five foot required setback area at **332 Division Street North (Parcel ID 2408-29-1200-10).**
5. Request from Springfield Sign & Neon, representing Culvers, for approval to allow for wall signs on two additional building facades, exceeding the two maximum wall sign façade location requirement at **332 Division Street North (Parcel ID 2408-29-1200-10).**
6. Calling for a public hearing for the creation of **Tax Incremental District (TID) 9.**
7. Request from the Community Development Authority of the City of Stevens Point for a parking lot review, and parking lot modification to construct **Municipal Lot 16, (portions of Parcel IDs: 2408-32-2029-62, 2408-32-2029-65, and 2408-32-2029-66),** without meeting the three foot setback requirement on the south portion of the lot.
8. Extending and naming Strongs Avenue from Main Street to Centerpoint Drive (**portions of Parcel IDs: 2408-32-2029-62, 2408-32-2029-65, and 2408-32-2029-66).**
9. 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 29, 2013 and April 5, 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, April 15, 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) Amendment of the Revised Municipal Code of the City of Stevens Point, Chapter 23 Zoning, which would classify the following territory as either "B-4" Commercial District or "B-5" Highway Commercial District:

A Parcel of land located in part of the NW1/4NW1/4 and part of the SW1/4NW1/4, Section 35, T24N, R8E, Town of Hull, Portage County, Wisconsin, described as follows.

Commencing at a P.K. nail on the West quarter corner of Section 35;

Thence N00°01'44"E along the West line of Section 35, 1009.67 feet to a point;

Thence S89°58'16"E, 1065.88 feet to a pipe on the Northwest corner of Lot 1, CSM 9138, the East line of U.S. Highway "51" and Interstate Highway "39" and the current Corporate Limits of the City of Stevens Point, being the Point of Beginning of the following description;

Thence N00°02'18"W along the East line of U.S. Highway "51" and Interstate Highway "39" and its extension, 427.63 feet to a point on the North line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964 and the current Corporate Limits of the City of Stevens Point;

Thence N89°21'14"E along the North line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964 and the current Corporate Limits of the City of Stevens Point, 224.89 feet to the extended West line of Maple Bluff Road;

Thence S00°04'14"W along the extension of the West line of Maple Bluff Road and the current Corporate Limits of the City of Stevens Point, 230.02 feet to the South line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964;

Thence N89°21'14"E along the South line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964 and the current Corporate Limits of the City of Stevens Point, 16.90 feet to the West line of Old Highway "18";

Thence S00°04'52"E along the West line of Old Highway "18" and the current Corporate Limits of the City of Stevens Point, 199.99 feet to a pipe on the Northeast corner of Lot 1, CSM 9138;

Thence S89°55'08"W along the North line of Lot 1, CSM 9138 and the current Corporate Limits of the City of Stevens Point, 241.49 feet to the Point of Beginning.

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

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

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Alderperson Beveridge, Alderperson Suomi, Alderperson M. Stroik, Alderperson R. Stroik, Alderperson Phillips, Matthew Brown, Brandi Makuski, Reid Rocheleau, Christina Scott, Angel Faxon, Kim Shirek, Lisa Totten, Carissa Miller, Brett Everman, Karen Everman, Brian Gollon, Jeanette Gollon, Deb Zinda, Rick Zinda, Barb Jacob, Jerry Gargulak, Greg Nyen, Jim Jasper, Carol Sniadejouski, Sharon Flugaur, Sue Felder, Judge Fluguar, James Lundbergh, Jim Brunnes, Rebecca Gaboda, Rob Konkol, Andrea Marty, Jenni Brandt, Samuel Levin, Attila Weninger, Tom Owen, Ken Butterfield, and Kurt Lepak.

INDEX:

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 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.

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1. Report of the February 4, 2013 Plan Commission meeting.
Motion by Alderperson Moore to approve the report of the February 4, 2013 meeting; seconded by Commissioner Curless. Motion carried 7-0.
 2. Report of the February 12, 2013 Zoning Rewrite meetings.

Motion by Commissioner Patton to approve the report of the February 12, 2013 Zoning Rewrite meeting; seconded by Commissioner Curless. Motion carried 7-0.

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.

Commissioner O'Donnell will be recusing herself from any discussion and action on items 3 and 4.

Director Ostrowski stated that the request downzones the property from commercial to residential. Given that this area has a mixture of uses, including residential, taverns, and educational facilities, this down zoning will 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 the Comprehensive Plan. Staff would recommend approval.

Reid Rocheleau feels that rezoning the property increases the expectation of this property; it infringes on the commercial properties to the north and west of this property, and feels it will negatively impact others in the neighborhood.

Lisa Totten, 2029 Tresik Road Junction City, a member of the School Board, just wanted the commission to be aware that the school board members have asked for alternatives in regards to this project, and feels there is no sense of urgency in rezoning of this property since alternatives will go back before the school board again.

Brian Gollon, 2732 Ellis Street, representing the Cedar House, stated that the rezoning would not be adequate and would impact the business being directly across the street.

Dr. Weninger, Superintendent of Schools, stated that the Life Skills Center is not on the March 11, 2013 School Board agenda or the Finance Committee agenda. The project has received authorizations every step of the way, and they open bids tomorrow depending on the Plan Commission's decision.

Mayor Halverson addressed the audience reminding them that the Plan Commission is here to determine the official request by the School District. He said the Commission will address whether or not they feel it meets the conditions for the conditional use permit. Intra-School Board dynamics and how the School Board uses their money is not part of this Commissions concern.

Commissioner Patton asked if we discuss the taverns, is that part of the rezoning, or should that wait until agenda item 4, to which Mayor Halverson stated it is more appropriate with item 4. Commissioner Patton pointed out that if we voted to deny the rezoning, that would save a lot of people's time and discussion, to which Mayor Halverson stated no, and that the rezoning is not necessarily required for the conditional use permit. He continued stating that the dynamics of the corridor have changed when it was previously US Highway 51, from commercial to more residential.

Commissioner Curless stated that if the project would not be approved, he feels it would be more advantages for it to remain commercial.

Director Ostrowski pointed out that with the requests, they need to be looked at separately. If the Life Skills Center is denied, the Commission still needs to address the zoning of this property and the fact that the circumstances have changed on this road.

Commission Cooper clarified the existing zoning on the properties that are currently there.

Motion by Commissioner Haines to approve the rezoning of 349 Second Street North (Parcel ID: 2408-29-2100-07) from “B-4” Commercial to “R-2” Single Family Residence District; seconded by Alderperson Moore. Motion carried 4-2, with Commissioner Curless and Commissioner Patton voting in the negative, and Commissioner O’Donnell recusing.

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).**

Greg Nyen, Director of Student Services, described the life skills center as a multi-use facility with the primary use to be for students with special needs. The center will also serve many community members who are of low socioeconomic status or homeless. The Threads of Kindness program is specifically aimed at providing consumables and non-consumables. The Blue Light Café is an instructional format kitchen that would in no way be in competition with local restaurants. It is academic in nature and is currently performing about one time per quarter. He said that he would anticipate it continuing on that schedule. He feels that the center would not influence the traffic flow or pattern in the area.

Brian Gollon, 2732 Ellis Street, representing Cedar House, stated that he feels the Living Skills Center is a great thing, but has an issue with the State Statue as far as Class A and B liquor licenses requiring 300 feet from an institutional facility. He is concerned with possible future expansion that may be limited or decreasing value for any future sales of the establishment and any issues that it would cause for future buyers.

Sam Levin, 1600 Sherman Avenue, is for the Life Skills program, but is not sure if this project is going forward in the correct way. He stated that it would be more advantageous to have the structure closer to the school. He also has a concern about allowing this facility this close a tavern.

Barb Jacob, 1616 Depot Street, feels the Life Skills program is good, but questions if the facility is really needed if the school can use what the already have available to them. She also feels that there are concerns for the neighboring taverns and for limiting the expansion of those businesses.

Kim Sherik, Sherman Avenue, stated that the majority did vote for the Life Skills Center as well as the majority voted to have the School Board present alternatives for how to rebuild this structure closer to the school.

Alderperson Mike Phillips expressed his displeasure for the legality of this request.

Mayor Halverson clarified that this request is not illegal for the School District to ask or for this commission to grant the permission to put the building at this location. He stated there is a distance

restriction relating to taverns and whether or not they would be able to operate within the distance associated with the parcel.

Alderman Randy Stroik stated that as a council member he is looking at the big picture and is not convinced that this location is the best for this center, and would not vote for the conditional use permit. He stated he is supporting the statute regarding the 300 foot limitation and feels the council should have the discussion regarding the amendment prior to this project being brought to the Plan Commission.

Christina Scott, 3340 Whiting Avenue, pointed out that in the past students with special needs were squeezed into small areas that did not serve them well. She stated that they currently have money to do something for these kids, and wants the commission to look for reasons to support this building.

Reid Rocheleau stated that he is for this project, but not in support of its size or location. He stated he has concerns regarding the distance from the main school facility, the danger in transporting the students to the facility, the close proximity to the taverns, the lack of parking, and a place for snow storage.

Kareen Everman explained that students with special needs graduate with their classmates, but are able to continue at the school until the age of 21 to learn independent life skills. She feels the current apartment is too small for children in wheelchairs, such as her son's, as it hinders the learning interactions. She feels this facility will add to the current program.

Renee Simino, 1247 Rock Run Road, supports the Life Skills program, but feels that SPASH has kitchens and facilities that the students can use. She also feels that the taverns in the area should be protected for future expansion if the Life Skills Center is constructed in the proposed location.

Dr. Weninger pointed out on a layout of the SPASH property that the site where the Life Skills Center is anticipated to go is one of the two highest points along the street. He also stated that they do want a home like environment for the students to learn in, but the greater need is space for adaptive equipment. Dr. Weninger continued stating the current apartment used for this program is approximately the same distance as the proposed facility, but the students have to cross the busy North Point Drive to get there. He explained that the commercial kitchen is to teach students job skills in a similar environment that they could be working in. He continued stating that the state statute does not apply to this facility because the tavern was existing prior to the occupancy of the facility.

Alderman Randy Stroik again stated that this is a great project, but if this is about the kids, then move the parking spaces into the proposed location and move the Life Skills Center closer to the main school building.

Commissioner Cooper asked Dr. Weninger why other locations around the school were not selected, and are there alternatives being brought back before the school board. Dr. Weninger answered that other alternative locations were considered but if attached to the building there were no adequate location. In additions. He continued stating that it is coming back to the school board as there are

several other approvals that need to be made, but the board has approved every step along the way thus far. He also clarified that there were suggestions made about bringing back some other possibilities or options, but it was not a requirement and it is not on the agenda for the March 11, 2013 meeting.

Commissioner Curless asked if students had to pay to park in the lot, and if the city banned street parking in that area, would there be a shortage of parking for the SPASH students. Dr. Weninger stated yes the students have to pay to park in the lot, but he could not answer if there would be a shortage due to the unknown number of how many students drive to school.

Aldersperson Moore stated that he understands the need for the neighborhood atmosphere, but asked about the land on Prentice Street to the east of the school. This would not affect any businesses, and it would be closer to the grocery store for that part of the program. Dr. Weninger stated that there are newly constructed sports practice fields at that location.

Commissioner Curless asked if the structure was built on the east side of the school, if there would be a liquor license issue, to which Mayor Halverson stated no there would not since the former Tilted Kilt licensed establishment would be inactive for over a year and it would be taken back by the city.

Dr. Weninger stated that the reason they have the funding for this structure is that the school does get Medicaid funds from the government, which was put away for this type of facility.

Commissioner Patton felt that for some reason the state statute was written for not wanting a bar near a school, and in the spirit of the statute, they also don't want a school to build near a bar.

Commissioner Haines asked if Cedar House is currently zoned commercial, which was confirmed, and asked for clarification if right now they wanted to expand, would they be able to, or would they have to come before the commission. Director Ostrowski answered stating as of the current state statute the school could build a facility there, and the council would not have to waive the 300 foot requirement, because the taverns already exist in this location. The concern is if the tavern decides to expand the premise in the future. He continued stating that currently taverns have to come in for review regardless, because of being a conditional use in every district. Mayor Halverson added that anything larger would have to come forward and get approval if this was approved on that location.

Commissioner Haines then asked if the taverns would be affected in the future when trying to sell or if they burned. Mayor Halverson stated that wouldn't affect the property unless there would be an expansion and since they are conforming uses, they could rebuild to the same foot print if demolished by fire.

Mayor Halverson clarified that the opportunity exists where the school district owns property, there may or may not be a question about parking, the condition regarding the traversing of the students to keep them isolated from traffic can be addressed, but a question can be posed of the academic setting adjacent to taverns. He felt that the impact on the neighborhood was minimal in terms of the use, and the design aesthetic are appropriate. He feels that the question still exists that by the

Plan Commission's action to approve this conditional use request, are we somehow minimizing the value of the two licensed establishments within the area.

Director Ostrowski stated that within the staff report there were three main concerns identified, one of which were the uses. He continued stating the other two concerns were the transporting of students and the proximity to the taverns. The concern regarding the taverns, while they are allowed to remain, the issue is if they can expand. The businesses will have to come before the council to expand anyway because of the conditional use permit, but if the sole reason for their denial is because they are within 300 feet of an educational facility, that is a concern. The other concern that is difficult to address at this location is the transporting of the students to this facility. While these two issues can be mitigated, they cannot be eliminated.

Commissioner Curless asked if the taverns could put a patio behind the building for smoking or volleyball courts. Director Ostrowski answered that they would have to come in for the expansion of premise. This requires Public Protection Committee and Plan Commission review and Common Council approval. The expansion would need to meet the conditional use permit standards.

Commissioner Curless stated that it would seem to be a loss of value for the taverns if this facility was placed in this location. Mayor Halverson added that we may have a situation where the conditional use could be denied anyway based on impacts to the neighborhood, which are discretionary actions of legislative bodies. He continued stating it is this situation where we are creating a more difficult situation because we are letting it happen based on the conditional use process.

Aldersperson Moore explained that this is not the only property that the school district owns, and with this much discussion on how these nearby businesses may be affected in the future should tell us this is not the right thing to do at this location. The project is fine, but the location is an issue.

Motion by Aldersperson Moore to deny the request for a conditional use permit for the purposes of constructing an educational/community center at 341 Second Street North (Parcel ID: 2408-29-21-08) and 349 Second Street North (Parcel ID: 24058-29-2100-01); seconded by Commissioner Curless.

Mayor Halverson stated that from his prospective, it is not so much about the location itself regarding proximity to the high school, but his is whether its presence affects other businesses. He continued stating he does not want to deny the Life Skills Center at this location, but wants input from the City Attorney in terms of scenarios, and would be more comfortable with a motion to table for another month based on the specific value and expansion questions related to the neighboring businesses.

Commissioner Curless asked if the school would have to go through this process again and listen to everyone, to which Mayor Halverson stated we are not required to take public opinion. Commissioner Curless clarified that there is no one opposed to the project; it is just that the location has too many negatives.

Commissioner Haines asked how many parcels the school district owns, to which Director Ostrowski stated all except for the parcel to the south of the White Inn. She then stated that all they could do on that property is to expand parking.

Commissioner Curless asked about the house to the south of the property, to which Director Ostrowski stated it is owned by the school, but is currently rented.

Motion carried 4-2, with Mayor Halverson and Commissioner Haines voting in the negative and Commissioner O'Donnell recusing.

5. Amending the Revised Municipal Code 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)).

Director Ostrowski stated that the "B-5" district really was created for the Highway 10 corridor. The thought was to have larger setbacks from Highway 10 with larger boulevard areas. The concern with the current ordinance requirements is that it presents challenges for lots that front on other streets that are not Hwy 10 E, or have multiple street frontages. Currently, you need a 40 foot setback for buildings on the street frontage and a 30 foot setback for parking lots on street frontages. He stated that 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. He stated that 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. Director Ostrowski stated that 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.

Motion by Mayor Halverson to amend the Revised Municipal Code 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)); seconded by Commissioner Curless.

Commissioner Haines asked what prompted this request, to which Director Ostrowski stated there is a development that is coming forward later this year and one of their concerns is that they cannot expand into an area because of the 40 foot requirement.

Motion carried 7-0.

6. Updating Plan Commission request forms, applications, and procedures to ensure complete, detailed, and thorough submittals and review.

Director Ostrowski stated that for last month’s Plan Commission meeting we had a site plan that was submitted that was not final, while staff was under the impression that it was. In addition, the proposed use that was presented to staff was different that what was expressed at the Plan Commission meeting. These actions concerned him and he does not want this to occur again. With that said, Director Ostrowski proposed several changes to the Plan Commission process including having the applicant provide a more detailed description of the proposal, having the applicant notify the district alderperson at the time of the request, having the applicant provide justification for their request, and having the applicant explain their request to the Plan Commission. In addition, the Plan Commission application will also be updated.

Motion by Mayor Halverson to update the Plan Commission request forms, applications, and procedures to ensure complete, detailed, and thorough submittals and review; seconded by Commissioner Patton.

Commissioner Haines suggested it would be helpful to have someone come in with a sketch plan or preliminary plan so the commission could make suggestions. Director Ostrowski stated that we can encourage applicants to do a conceptual project review, similar to what we did with the CBRF proposal on the former Lullabye property.

Motion carried 7-0.

7. Adjourn

Meeting Adjourned at 7:38 PM.



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: 3/25/2013
Re:

1. Request from Thomas Trzinski, representing Kwik Trip, Inc., for the purposes of annexing **5303 Old Highway 18 (County Parcel ID: 020240835-07.01A), along with the adjacent right-of-way and Department of Transportation property directly west and north of the aforementioned property**, from the Town of Hull to the City of Stevens Point.
2. Establishing a permanent zoning classification of either B-4 Commercial District or B-5 Highway Commercial District for **5303 Old Highway 18 (County Parcel ID: 020240835-07.01A), along with Department of Transportation property directly west and north of the aforementioned property**.

Recently, Kwik Trip, Inc. purchased a portion of the property in question, and in the fall of 2012 purchased the property directly to its south. A conditional use permit was approved at that time for Kwik Trip to construct a gas station and convenience store.

In regards to annexation, there are basically six types:

- Annexation by Unanimous Approval
- **Annexation by One-Half approval**
- Annexation by Referendum
- Annexation by City or Village Initiated Referendum
- Annexation of Town Islands
- Annexation of Territory Owned by a City or Village

With this request, we are dealing with annexation by One-Half Approval:

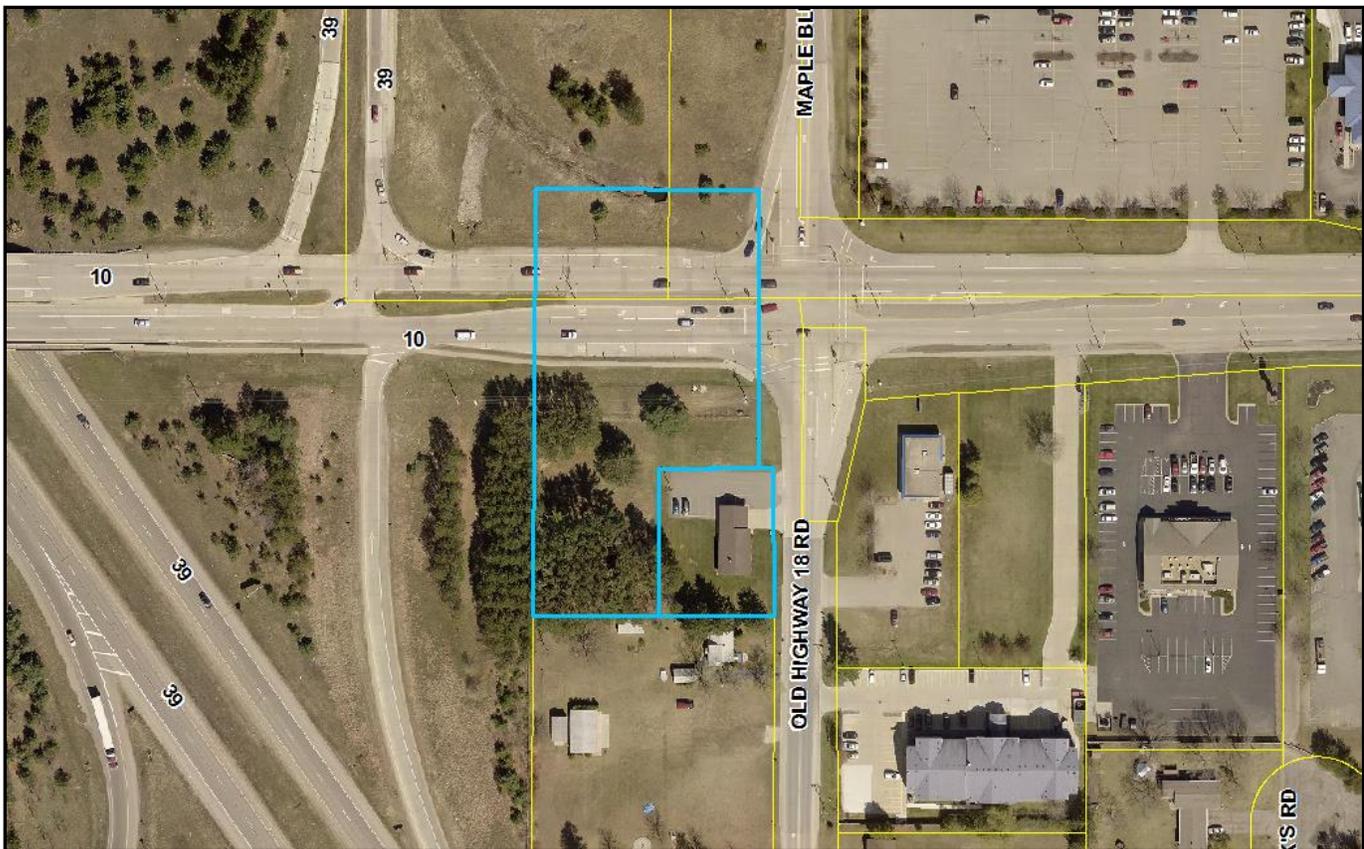
66.0217(3) OTHER METHODS OF ANNEXATION. Subject to ss. [66.0301 \(6\) \(d\)](#) and [66.0307 \(7\)](#), and except as provided in sub. [\(14\)](#), territory contiguous to a city or village may be annexed to the city or village in the following ways:

- (a) **Direct annexation by one-half approval.** A petition for direct annexation may be filed with the city or village clerk if it has been signed by either of the following:

1. A number of qualified electors residing in the territory subject to the proposed annexation equal to at least the majority of votes cast for governor in the territory at the last gubernatorial election, and either of the following:
 - a. The owners of one-half of the land in area within the territory.
 - b. The owners of one-half of the real property in assessed value within the territory.
2. If no electors reside in the territory subject to the proposed annexation, by either of the following:
 - a. The owners of one-half of the land in area within the territory.
 - b. The owners of one-half of the real property in assessed value within the territory.

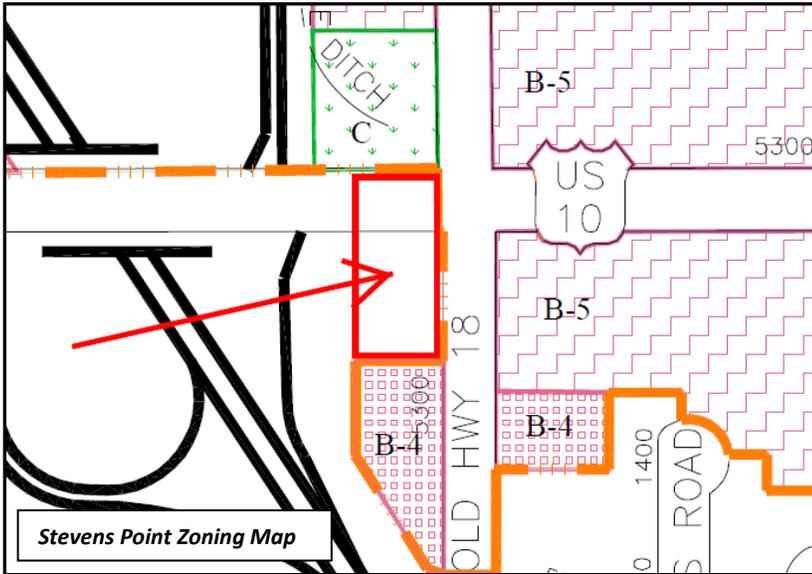
The steps outlined above regarding the petition, along with the proper notice have been made by the applicant. As defined above, this annexation request is by one-half approval, which means that it is not a unanimous annexation. The reason that it is not unanimous is because the Wisconsin Department of Transportation owns some remnant parcels along the right-of-way. In regards to annexation requests, they have indicated that they do not typically take part in signing annexation requests. Therefore, the applicant is pursuing this option that allows the owners of one half of the real property in assessed value within the territory to petition for annexation. See the attached petition.

Map of Proposed Annexed Territory



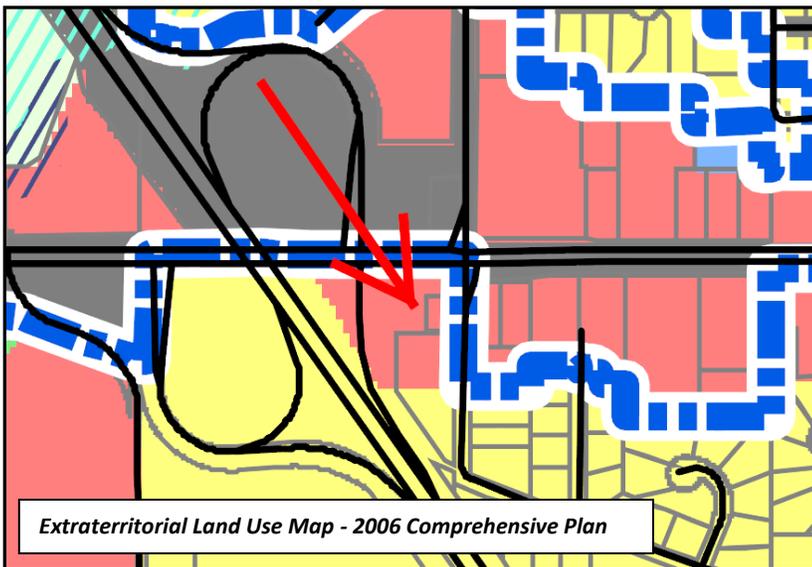
Wis. Stats. require the Plan Commission to make a recommendation to the governing body on annexation requests. In addition, our Zoning Ordinance requires the following for the zoning of property:

All territory annexed to the City of Stevens Point shall automatically become a part of the "R-1" Low Density Residence District until definite boundaries and zoning districts are recommended by the City Plan Commission and adopted by the Common Council; provided, however, that the Common Council shall adopt definite boundaries and district regulations within 90 days from the date of the annexation. The Plan Commission may recommend definite zoning districts and boundaries to the City Council prior to or at the time the Council acts on a proposed annexation, and may adopt definite boundaries at the time of annexation provided the public notice procedure is followed.



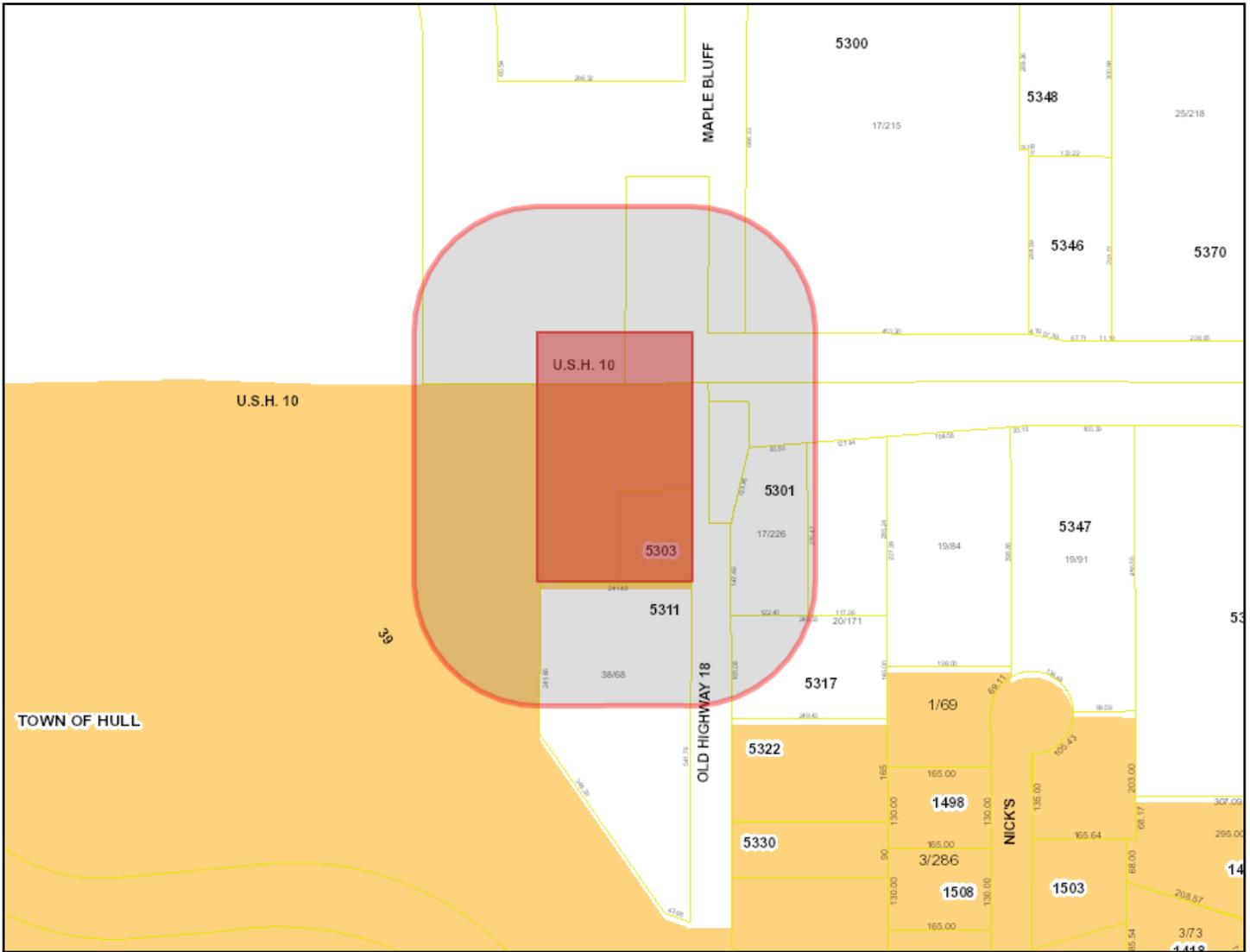
Given that the annexation is directly adjacent to the City, and it will create more uniform municipal boundaries, staff would recommend approval of the annexation. In addition, staff would recommend that the property be zoned "B-5" Highway Commercial, which is the zoning classification of the surrounding area (for properties that front on Highway 10). The B-5 district was created for properties along Highway 10 as it incorporates greater setback requirements along Highway 10. The Extraterritorial Land Use Map within the Comprehensive Plan indicates this area to be Commercial / Office. Staff would also

recommend that the area to the south (Kwik Trip site) that was zoned B-4, be rezoned to B-5, as the setback requirements have now changed for street yard setbacks on streets other than Highway 10. This area was zoned B-4 because the prior setback requirements required a 40 foot setback for all street yards, which significantly impacted the property. While this will not be done at this meeting, staff will discuss with the property owner about this possibility.



- Residential
- Multi-family (3+ units)
- Mobile Home Park
- Commercial / Office
- Office / Multi-Family
- Downtown District
- Business Park District
- Institutional / Government
- UWSP
- Industry
- Park
- Not Developable / Restrictive Ownership
- Vacant
- Road Right-of-Way
- Water Bodies

5303 Old Highway 18 & DOT Right-of-Way – Kwik Trip – Annexation – Exhibit Map (200 Feet Boundary)



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
281240835240004	0 Highway 10 E	Inn of Stevens PT Inc Midwest Heritage	P O Box 9118	Fargo	ND	58106
281240835240003	5301 Highway 10 E	SJN Rental LLC	5301 Highway 10 E	Stevens Point	WI	54482
281240835240008	5317 Highway 10 E	Inn of Stevens PT Inc Midwest Heritage	P O Box 9118	Fargo	ND	58106
281240835230001	5311 Old Highway 18	Convenience Store Investments	1626 Oak Street	La Crosse	WI	54603
281240835210015	5300 Highway 10 E	Dayton Hudson Corp	P.O. Box 9456	Minneapolis	MN	55440

REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION

ADDRESS OF PROPERTY: 5303 OLD HIGHWAY 18 ROAD STEVENS POINT, WI 54482

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

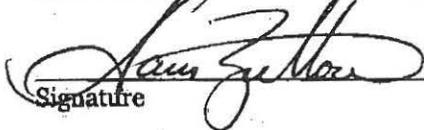
REQUESTED CHANGE: (State briefly what is being requested, and why).

ANNEXATION OF CONVENIENCE STORE INVESTMENTS PARCEL 02024-0835-07,01A,
PROPOSY AND REZONING OF SAID PARCEL, ANNEXATION OF WAST PROPERTY
ADJACENT TO SAID PARCEL.

OWNER/APPLICANT:

HANS ZIETLOW, DIRECTOR OF REAL ESTATE
Name: KWIK TRIP, INC.
Address: 11226 OAK STREET
LACROSSE WI 54602
(City, State, Zip Code)

Telephone: 608-793-6200
Cell Phone: 414-840-1141


Signature

AGENT FOR OWNER/APPLICANT:

THOMAS J. TRZINSKI
Name: LAMPERT-LEE + ASSOCIATES
Address: 10968 HWY 54 EAST
WISCONSIN RAPIDS, WI 54498
(City, State, Zip Code)

Telephone: 715-424-3131
Cell Phone: 715-459-1305


Signature

Scheduled Date of Plan Commission Meeting: _____

Scheduled Date of Common Council Meeting: _____

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 # _____

Petition for Direct Annexation

The undersigned, constituting the owners of one-half of the real property in assessed value within the following territory located in the Town of Hull, Portage County, Wisconsin, lying contiguous to the City of Stevens Point, petition the Honorable Mayor and Common Council of said City to annex the territory described below and as shown on the attached scale map, Exhibit "B", as permitted by Chapter 66 of the Wisconsin Statutes, to the City of Stevens Point, Portage County, Wisconsin.

A Parcel of land located in part of the NW1/4NW1/4 and part of the SW1/4NW1/4, Section 35, T24N, R8E, Town of Hull, Portage County, Wisconsin, described as follows.

Commencing at a P.K. nail on the West quarter corner of Section 35;

Thence N00°01'44"E along the West line of Section 35, 1009.67 feet to a point;

Thence S89°58'16"E, 1065.88 feet to a pipe on the Northwest corner of Lot 1, CSM 9138, the East line of U.S. Highway "51" and Interstate Highway "39" and the current Corporate Limits of the City of Stevens Point, being the Point of Beginning of the following description;

Thence N00°02'18"W along the East line of U.S. Highway "51" and Interstate Highway "39" and its extension, 427.63 feet to a point on the North line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964 and the current Corporate Limits of the City of Stevens Point;

Thence N89°21'14"E along the North line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964 and the current Corporate Limits of the City of Stevens Point, 224.89 feet to the extended West line of Maple Bluff Road;

Thence S00°04'14"W along the extension of the West line of Maple Bluff Road and the current Corporate Limits of the City of Stevens Point, 230.02 feet to the South line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964;

Thence N89°21'14"E along the South line of U.S. Highway "10" as it is shown on State Highway Commission of Wisconsin Plat of Right of Way Required Project No. T 05-3(22), dated March 12, 1964 and the current Corporate Limits of the City of Stevens Point, 16.90 feet to the West line of Old Highway "18";

Thence S00°04'52"E along the West line of Old Highway "18" and the current Corporate Limits of the City of Stevens Point, 199.99 feet to a pipe on the Northeast corner of Lot 1, CSM 9138;

Thence S89°55'08"W along the North line of Lot 1, CSM 9138 and the current Corporate Limits of the City of Stevens Point, 241.49 feet to the Point of Beginning.

Said parcel containing 99,669 square feet or 2.288 acres.

There are no persons residing in the territory.

Dated this 15th day of March, 2013.

CONVENIENCE STORE INVESTMENTS
1626 Oak Street
LaCrosse, WI 54603

By: Michael J. Ancius
Michael J. Ancius, President of
Convenience Store Investments, Inc.,
General Partner

LAMPERT – LEE & ASSOCIATES

ENGINEERS • SURVEYORS • PLANNERS

10968 State Highway 54 East • Wisconsin Rapids, WI 54494-8718

FAX 715-423-8774

email: lampert @ wctc.net

LETTER OF TRANSMITTAL

DATE: MARCH 1, 2013

TO: MR JOHN MOE, CLERK
CITY OF STEVENS POINT
1515 STRONGS AVE
STEVENS POINT WI 54481

JOB NO.: 12-097

PROJECT: PROPOSED ANNEXATION
- CONVENIENCE STORE INVESTMENTS
INC
RE:

WE ARE SENDING YOU: Attached Specifications Samples Prints
 Shop Drawings Copy of Letter Change Order Plans

Copies	Date	No.	Description
1			NOTICE OF INTENT

THESE ARE TRANSMITTED as checked below:

For Approval For Your Use For Review and Comment As Requested

REMARKS:
PLEASE POST EXHIBIT "A" AND "B". FEEL FREE TO CONTACT ME WITH ANY
QUESTIONS.
THANK YOU,

COPY TO: _____

SIGNED Thomas Trzinski, R.L.S./tcs

IF ENCLOSURES ARE NOT AS NOTED, KINDLY NOTIFY US AT ONCE

NOTICE OF INTENT TO CIRCULATE AN ANNEXATION PETITION

Not less than 10 days, nor more than 20 days after publication of this Notice, the undersigned hereby intends to circulate a Petition for Direct Annexation of the lands legally described in Exhibit A and shown on the scale map attached hereto as Exhibit B from part of the Northwest ¼ of the Northwest ¼ and part of the Southwest ¼ of the Northwest ¼, Section 35, T24N, R8E, Town of Hull, Portage County, Wisconsin to the City of Stevens Point, Portage County, Wisconsin.

A copy of the scale map of the territory proposed for annexation may be inspected at the office of the Clerk for the Town of Hull, 4550 Wojcik Memorial Drive, Stevens Point, WI 54482 and at the office of the City Clerk of the City of Stevens Point, 1515 Strongs Avenue, Stevens Point, Wisconsin 54481.

CONVENIENCE STORE INVESTMENTS
1626 Oak Street
La Crosse, WI 54603

By: 
Thomas E. Reinhart, Secretary of
Convenience Store Investments, Inc.,
General Partner

EXHIBIT "A"

PROPOSED ANNEXATION AREA TO THE CITY OF STEVENS POINT

Part of the NW1/4NW1/4 and part of the SW1/4NW1/4, Section 35, T24N, R8E, Town of Hull, Portage County, Wisconsin, described as follows.

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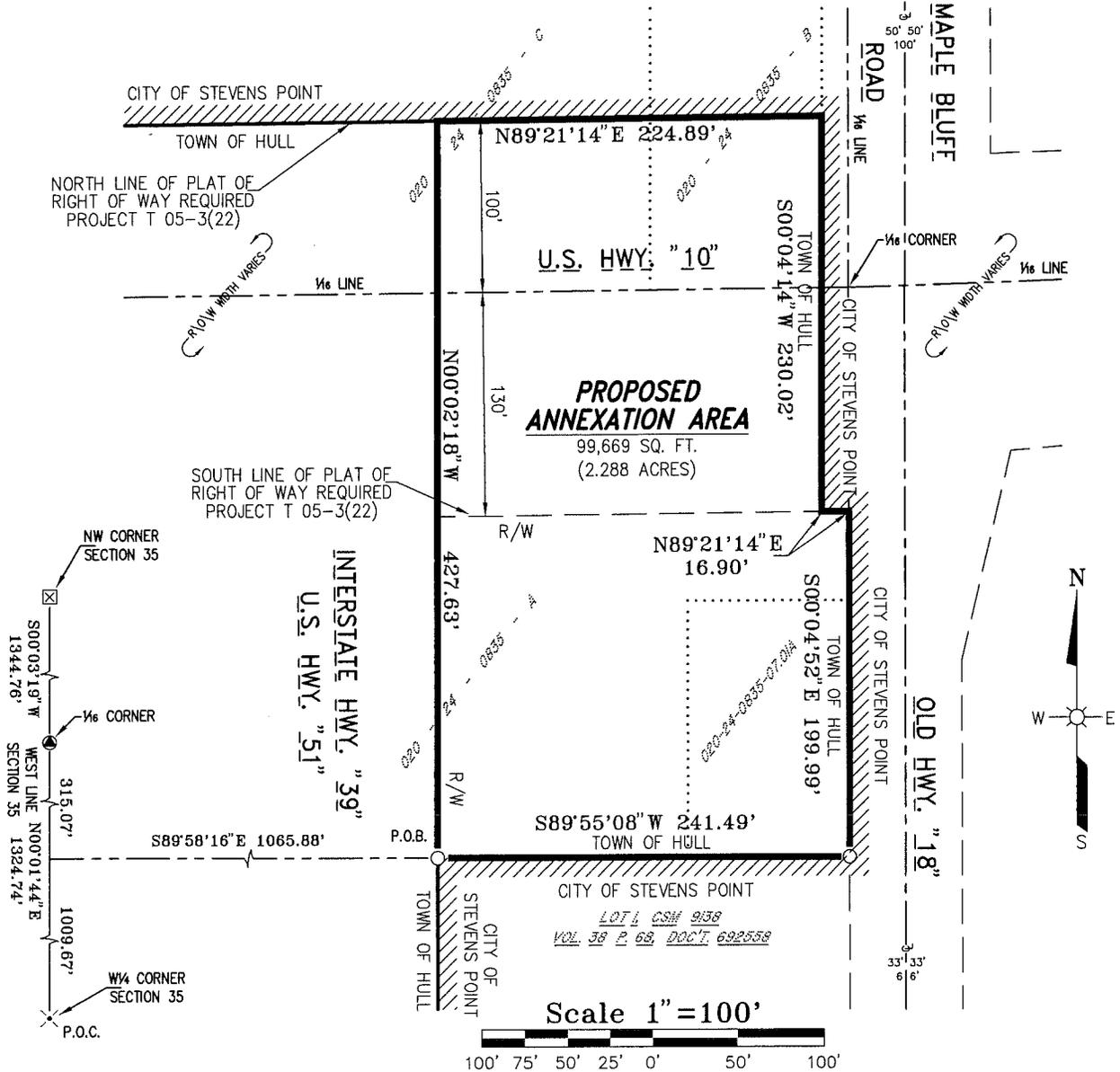
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Thence S89°55'08"W along the North line of Lot 1, CSM 9138 and the current Corporate Limits of the City of Stevens Point, 241.49 feet to the Point of Beginning, containing 99,669 square feet or 2.288 acres.

EXHIBIT "B"
PROPOSED ANNEXATION MAP
 TO
THE CITY OF STEVENS POINT
 Part of the NW¼NW¼ & SW¼NW¼, Section 35,
 T24N, R8E, Town of Hull, Portage County, Wisconsin



BASIS FOR BEARINGS:
 THE WEST LINE OF THE SW¼NW¼, SECTION 35,
 T24N, R8E, ASSUMED TO BEAR N00°01'44"E.

Dwg. No. 9961-B-1-A
Project No. 12-097
Drawn By: Don Schmoll
Date: February 5, 2013
Sheet 1 of 2 Sheets


ESP GROUP, INC.
LAMPERT-LEE & ASSOCIATES
 ENGINEERS • SURVEYORS • PLANNERS
 10968 State Hwy. 54 East • Wisconsin Rapids, WI 54494-8718
 Plan Commission Agenda Packet Page 224

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www.wisinfo.com

PAGE B4

NOTICE OF INTENT TO CIRCULATE AN ANNEXATION PETITION

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CONVENIENCE STORE INVESTMENTS
1626 Oak Street
La Crosse, WI 54603

Thomas E. Reinhart, Secretary of
Convenience Store Investments, Inc.,
General Partner

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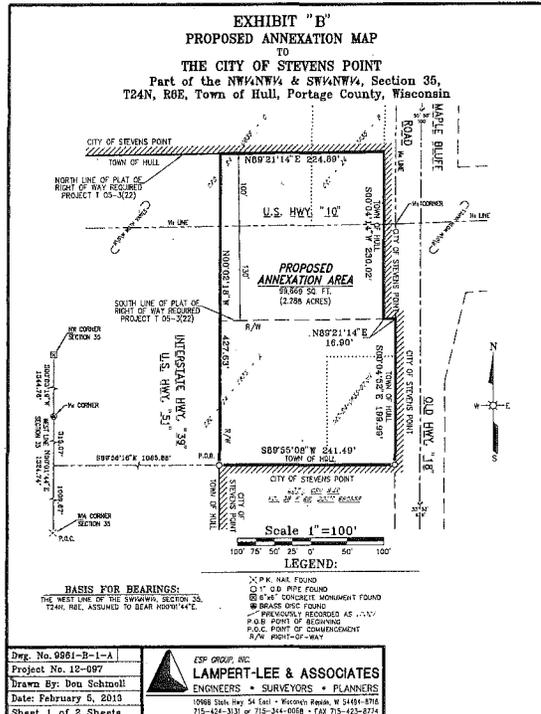
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Stevens Point Journal

FRIDAY, MARCH 1, 2013

Administrative Staff Report



Culver's Sign Variance & Wall Signs Approval

332 Division Street N

April 1, 2013

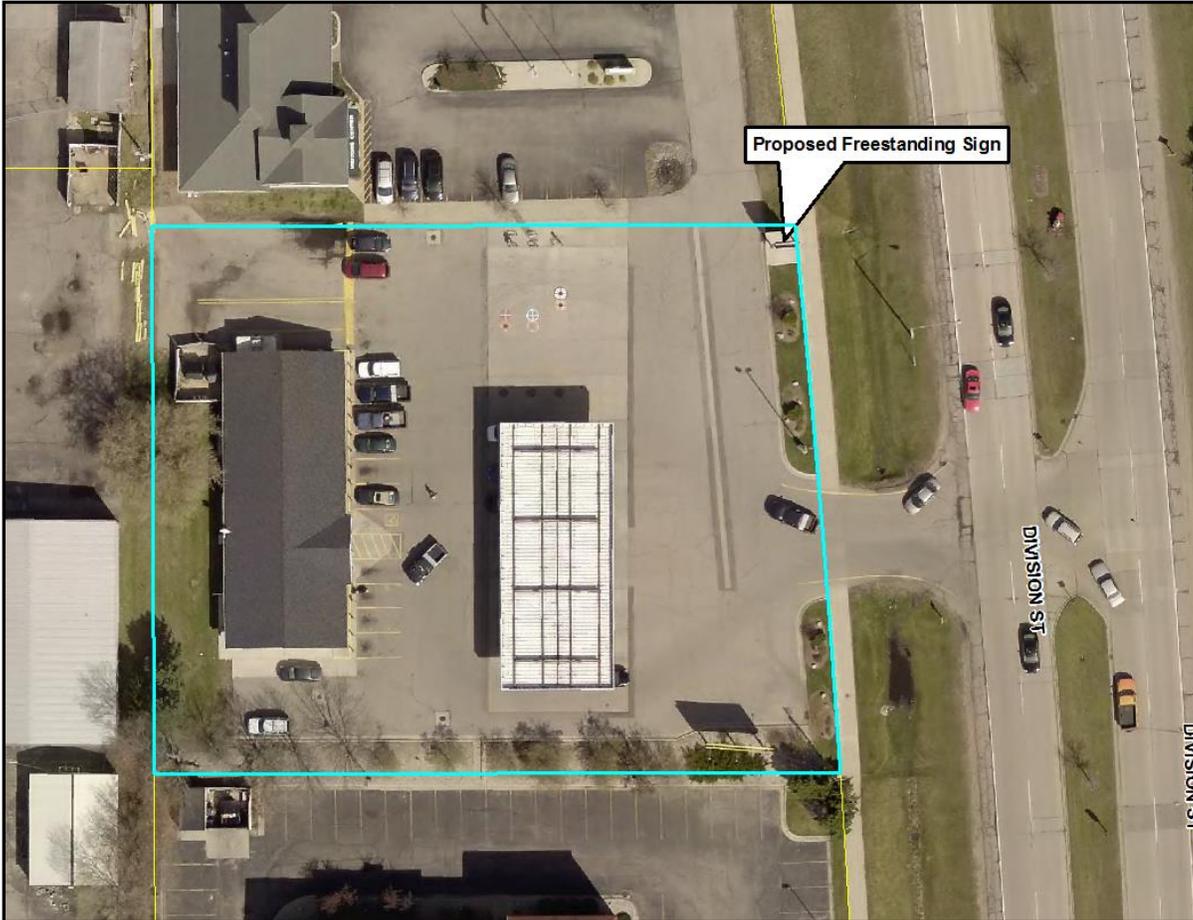
Department of Community Development

<p>Applicant(s): Culver's</p> <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"> 2408-29-1200-10 <p>Zone(s):</p> <p>"B-4" Commercial District</p> <p>Master Plan:</p> <ul style="list-style-type: none"> Commercial / Office/ Multi-family <p>Council District:</p> <ul style="list-style-type: none"> District 11 – Moore <p>Lot Information:</p> <ul style="list-style-type: none"> Frontage (feet): 198 Depth (feet): 238 Square Footage: 47,124 Acreage: 1.082 <p>Current Use:</p> <ul style="list-style-type: none"> Vacant, former Gas Station <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 25.04(7) and 25.14 	<p>Request</p> <ol style="list-style-type: none"> Request from Springfield Sign & Neon, representing Culvers, for a sign variance to allow a freestanding sign within the five foot required setback area at 332 Division Street North (Parcel ID 2408-29-1200-10). Request from Springfield Sign & Neon, representing Culvers, for approval to allow for wall signs on two additional building facades, exceeding the two maximum wall sign façade location requirement at 332 Division Street North (Parcel ID 2408-29-1200-10). <p>Attachment(s)</p> <ul style="list-style-type: none"> Parcel Data Sheet Application Site Plan Sign Rendering <p>Findings of Fact</p> <ul style="list-style-type: none"> Freestanding signs shall be limited to twenty (20) feet in height and be setback a minimum of 5 feet from the right-of-way. The proposed freestanding sign is 20 feet tall, 99 square feet, and encroaches into the setback by approximately 2.5 feet. The freestanding sign is not within the vision triangle. Walls signs shall not be placed on more than two walls (facades) without Common Council approval. All proposed wall signs (4) meet the size requirement for wall signs in the B-4 district. <p>Staff Recommendation</p> <p>In reviewing the first request, staff has found hardships and unique property characteristics that would warrant the proposed variance, such as the existing frontage road, the large boulevard, and the existence of vision obstructions on the southern portion of the lot. Therefore, staff would recommend approving the first request for a variance to install a freestanding sign within the five foot setback requirement with the following conditions of approval:</p> <ul style="list-style-type: none"> The sign shall not exceed 20 feet in height. The sign shall not exceed 100 square feet in area. If the area where the sign is proposed to be located is ever needed for public purposes (e.g. street widening, etc.), the applicant/owner agrees that the cost of such acquisition by the City shall not include the value of the sign if it is located within the 5 foot setback requirement area.
--	---

In regards to the second request, staff would recommend approving the request to allow walls signs, as proposed, with the following conditions of approval:

- Wall signs shall meet all applicable requirements within the district.
- Wall signs shall be channel or similar type signs where only the lettering and/or the accent is illuminated.

Vicinity Map



Background

Derrick Nowlin of Springfield Sign & Neon, representing Culver's, is requesting a sign variance to install a freestanding sign within the five (5) foot setback. Additionally, a second request is being made for additional walls signs on additional facades. The sign code states that wall signs shall not be placed on more than two walls without Common Council approval. The request is for four (4) wall signs, one on each side of the building. Details for the proposed signs are below:

Freestanding Sign (Cabinet - LED Internally Illuminated):

Faces: Two
 Display: "Culver's, Butterburgers & Frozen Custard"
 Height: 20' to top
 Size: 11' 8" X 7' = 81.67 sq. ft.

Freestanding Sign Message Center (Full Color):

Faces: Two
 Display: Electronic Message Center
 Height: n/a
 Size: 7' 3" X 29" = 17.52 sq. ft.

TOTAL SIGN SIZE = 99.19 sq. ft.

Wall Signs - 4 identical signs:

Faces: 1

Display: Individual Letter - Internally Lit

Size: 7' 10.5" X 3' 8.5" = 29.12 sq. ft

It is important to note that the second request is not a sign variance request, but rather just an approval request. The proposed wall signs and freestanding signs meet the size and height requirements within the B-4 Commercial District. Standards of review below only pertain to the freestanding sign variance request.

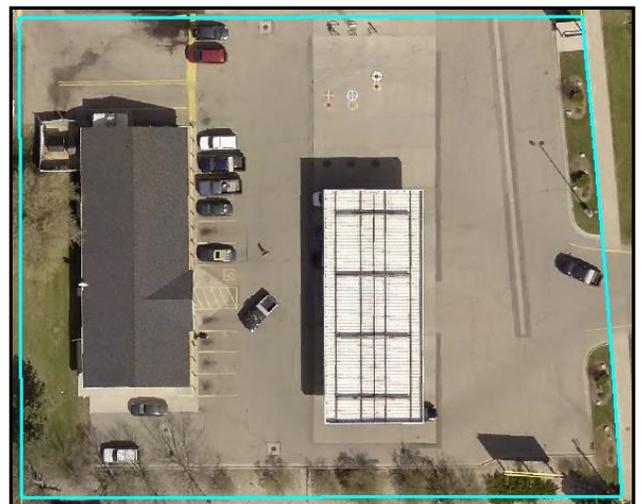
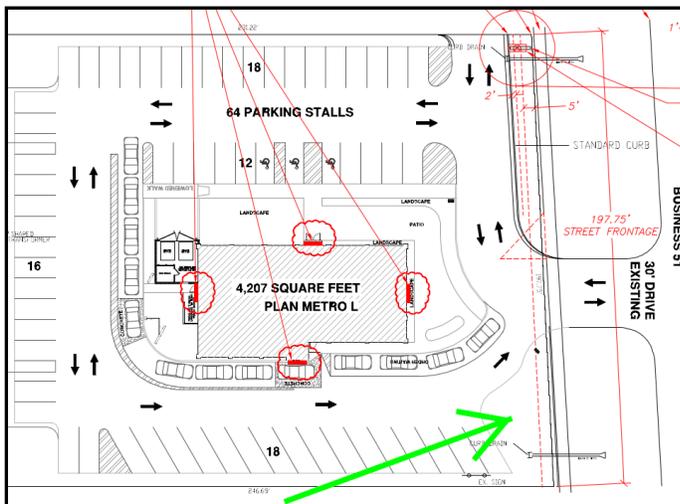
Standards of Review

In obtaining a permit, the applicant may submit an appeal to the common council for a variance from certain requirements of this ordinance. The plan commission shall provide a recommendation to the common council when a variance is requested. A variance may be granted by the common council where the literal application of the ordinance would create a substantial hardship for the sign user and the following criteria are met:

- 1) A literal application of the ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.**

Analysis: The previous business on the property utilized the same location for their freestanding sign. As the redevelopment of this site occurs, much of the existing infrastructure will remain, like the frontage road connecting properties. The sign cannot be moved west to meet the setback unless the frontage road is relocated. Additionally, the only place the sign can be placed on the property meeting setbacks is on the southeast corner of the property (see images below).

Findings: Aesthetically, and in terms of sign impact, the location meeting setbacks is much less functional. A nearby billboard sign and mature trees inhibit the view of the sign. In order to be effective at this location, the sign would have to be at a height higher than 20 feet. Also, patrons heading north or south may fail to see the sign or become confused as to which ingress/egress is used to access the site. Meeting setbacks at the current proposed location would involve shifting a shared frontage road and removing parking stalls, or setting the sign back nearly 50 feet and inhibiting frontage road visibility. The site plan has been created to achieve the maximum density and parking while still providing aesthetics and meeting franchise requirements such as queuing car lengths.



- 2) **The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.**

Analysis: A frontage road exists that allows access to three (3) properties along Division Street, two of which are only accessible by that frontage road. Very few properties along Division Street share a designated frontage road. Existing mature trees and an off-site billboard also exist on the south side of the property.

Findings: The property's existing property characteristics warrant a freestanding sign within the setback. Furthermore, the former business operated with a much larger sign at the same location. As the new business is utilizing existing infrastructure throughout the site, and shrinking the sign size from the previous sign, it should not be materially detrimental to the property owners in the vicinity.

- 3) **Hardship caused the sign user under a literal interpretation of the ordinance is due to conditions unique to that property and does not apply generally to the city.**

Analysis: The property is relatively flat and square, however has unique elements that inhibit the freestanding sign location. As stated above, a shared frontage road lies on the north east side of the property, the prime location for a freestanding sign. Additionally, an off-premise billboard and mature trees exist on the south side of the property which hinders the signs visibility if placed nearby. The lot has been designed to provide the maximum amount of density while providing ease of traffic flow on site and to the frontage road. Access and navigation on the site is key. In addition, there is a large (approximately 50 feet) boulevard between the property and Division Street.

Findings: A freestanding sign can be place on the northeast side of the site meeting setbacks, however, major changes to the site plan will occur along with the frontage road. As stated previously, the large billboard sign and mature trees on the southeast property line would inhibit visibility of the sign, unless removed. Having a large boulevard within this area already sets the sign back further than many other properties located along Division Street.

- 4) **The granting of the variance would not be contrary to the general objectives of this ordinance.**

Analysis: The purpose of these sign regulations are: to encourage the effective use of signs as a means of communication in the City of Stevens Point (hereinafter referred to as the city); to maintain and enhance the beauty and unique character and enhance the aesthetic environment of the city by eliminating visual blight; to enhance the city's ability to attract sources of economic development and growth; to protect pedestrians and motorists of the city from damage or injury caused or partially attributable to the distractions and obstructions which are hereby declared to be caused by improperly sized or situated signs; to minimize the possible adverse effect of signs on nearby public and private property; to promote the public safety, welfare and convenience,



and enjoyment of travel and the free flow of traffic within the city; and to provide a uniform sign ordinance between the City of Stevens Point, Village of Plover and Portage County.

Findings: The proposed freestanding sign meets the height and size requirements within the sign code. Furthermore, its proposed location within the setback would allow for much better sign visibility than at other locations on the site without having major negative impacts to the site layout, which would impact other properties. The most advantageous location for a freestanding sign on the site is at the proposed location, as it is visible on all sides, and it still lies over 50 feet from the property line because of the large boulevard.

In granting a variance, the plan commission may attach additional requirements necessary to carry out the spirit and purpose of this ordinance in the public interest.

When taking into consideration the above findings regarding the sign variance, staff would recommend approving the request as unnecessary hardships and practical difficulties do exist.

In regards to the second request for allowing walls signs on more than two facades, staff would recommend to approve the request. The proposed wall signs meet all other applicable wall sign requirements for the B-4 District, are not oversized for the building, and do not create negative effects on other properties. The signs are aesthetically appealing, as they are channel type signs with only the lettering and another minor portion of the sign being able to be illuminated. In addition, they will help break up the common building façade.

Images



Looking North



Looking North - Vision Barriers



Looking North - Billboard & Trees



Looking South - Proposed Location

Name and Address		Parcel #	Alt Parcel #	Land Use
Convenience Store Investments P O Box 2107 La Crosse, WI 54602		240829120010	240829120010	Store, Mini Mart w/ Gas
		Property Address		Neighborhood
		332 Division St N		Division Str North (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type

SITE DATA

PERMITS

Actual Frontage	198.0	Date	Number	Amount	Purpose	Note
Effective Frontage	198.0	12/13/2012	12-0782	\$0	070 Raze/Demolition	canopy extend 3 circuits Attached storage free
Effective Depth	238.0	10/14/2011	11-749	\$1,500	020 Electrical	
Square Footage	47,124.0	11/4/2009	36680	\$10,000	090 Roof/Strip & re-ro	
Acreage	1.082	2/23/2007	34555	\$35,000	099 Sign	
		1/18/2006	33740	\$2,000	020 Electrical	
		4/24/2000	29095	\$12,000		

2012 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$297,500	\$454,900	\$752,400
Total	\$297,500	\$454,900	\$752,400

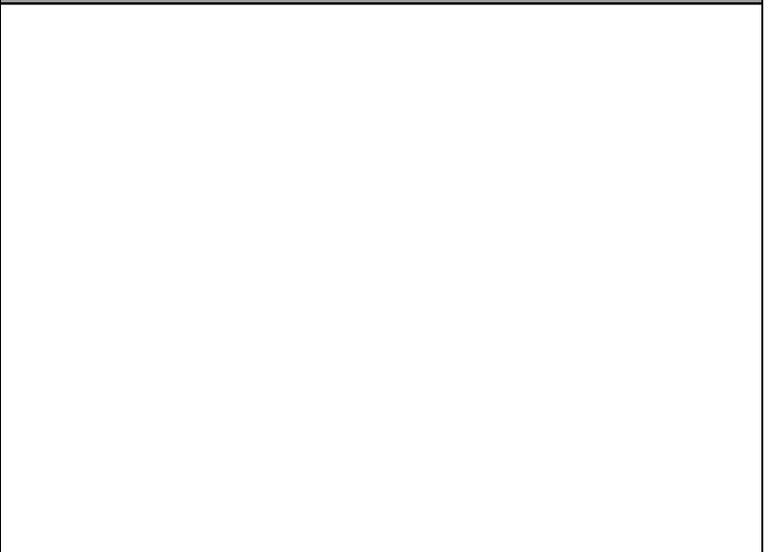
LEGAL DESCRIPTION

LOT 1 CSM 5647-20-218 BNG PRT NW NE; SUBJ MAINT AGRMT-769227 S29 T24 R8 1.084 AC 628/510-18

PROPERTY IMAGE



PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
Convenience Store Investments P O Box 2107 La Crosse, WI 54602		240829120010	240829120010	Store, Mini Mart w/ Gas
		Property Address		Neighborhood
		332 Division St N		Division Str North (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Gas Station Mini Mart (D avg)	1994	3,024	Wood Frame - Avg	10
1	2	Gas Station Mini Mart (D avg)	1997	648	Wood Frame - Avg	10
Total Area				3,672		

BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age	19
		Year Built	1994
		Eff. Year	1994
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Kwik Trip

REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION

ADDRESS OF PROPERTY: 332 Division 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).

See Attached

OWNER/APPLICANT:

Name: Russell TRZEBIATOWSKI
 Address: 420. S. MAPLE BLUFF Rd
STEVENS Point, WI 54482
 (City, State, Zip Code)

Telephone: 715-341-8666
 Cell Phone: 715-570-8025

Russell Trzebiatowski
 Signature

AGENT FOR OWNER/APPLICANT:

Name: Springfield Sign & Neon
 Address: 2531 N. Patterson Ave.
Springfield, MO 65803
 (City, State, Zip Code)

Telephone: (417) 862-2454
 Cell Phone: (417) 844-5138

[Signature]
 Signature

Scheduled Date of Plan Commission Meeting: _____

Scheduled Date of Common Council Meeting: _____

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

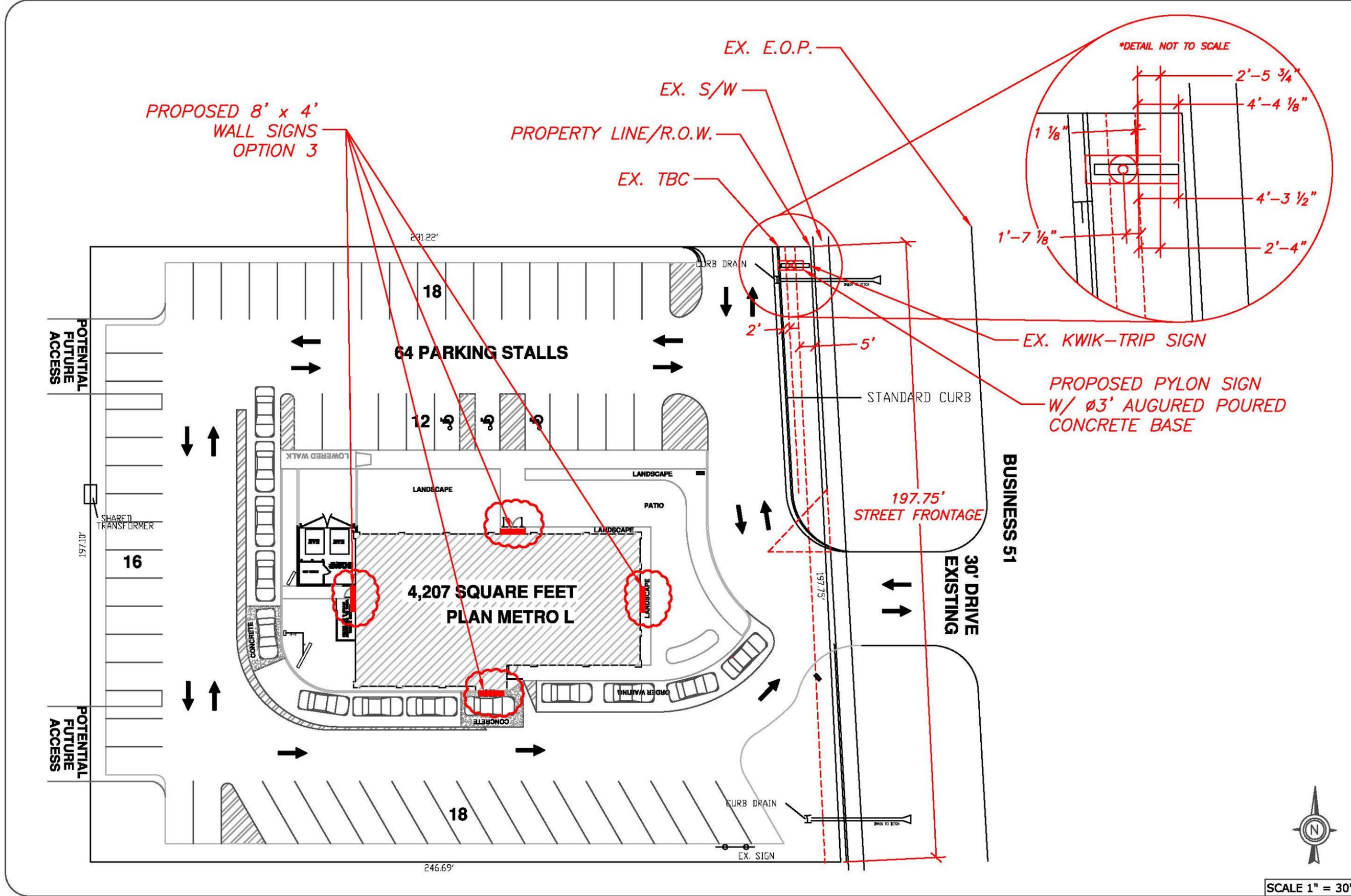
All requests with supporting documentation are due at the Community Development Office **three weeks** prior to the actual meeting.

Fee schedule is on second page.

Receipt # _____

We are requesting to build a new pylon sign for the proposed Culver's at 322 N. Division St. This will be in roughly the same location as an existing pylon sign, which save for the supports has been dismantled. Codes say that the sign has to be 5' off of the property line. The new sign will encroach over the property line roughly 2'-6". The original sign encroached over the property line much more than this. It cannot be moved away from the right-of-way due to the existing parking lot to the immediate west. It cannot be moved any further south, due to the existing billboard on the south property line of our tract. Therefore, due to visibility concerns, and the existing parking lot, we feel this is the best place for this new pylon sign.

We are also requesting the addition of one, possibly two wall signs. The sign code states that we are allowed wall signs on only two walls. Again, due to visibility issues, mainly the existing billboard and hotel to the south, and the west elevation being clear-to-view from N. Prentice St., we would appreciate the option of placing a wall sign on at least one additional wall , if not two.



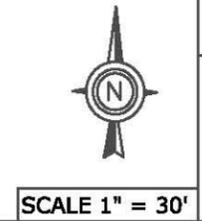
SPRINGFIELD SIGN & NEON
 2531 N. Patterson
 Springfield, MO 65803
 (417) 862-2454

Client:
 Culver Franchising System, Inc.
 540 Water Street
 Prairie du Sac, WI 53578
 P (608) 643-7980

LOCATION:
STEVENS POINT, WI

CULVER FRANCHISING SYSTEM, INC.
 NEW CULVER'S-SIGNAGE
 332 N. DIVISION ST.
 STEVENS POINT, WI 54481
 SITE PLAN

Project No.: 16280-01
 Drawn By: DEN
 Reviewed By: NW
 Date: 3-10-13
 Sheet Number:
1 OF 1





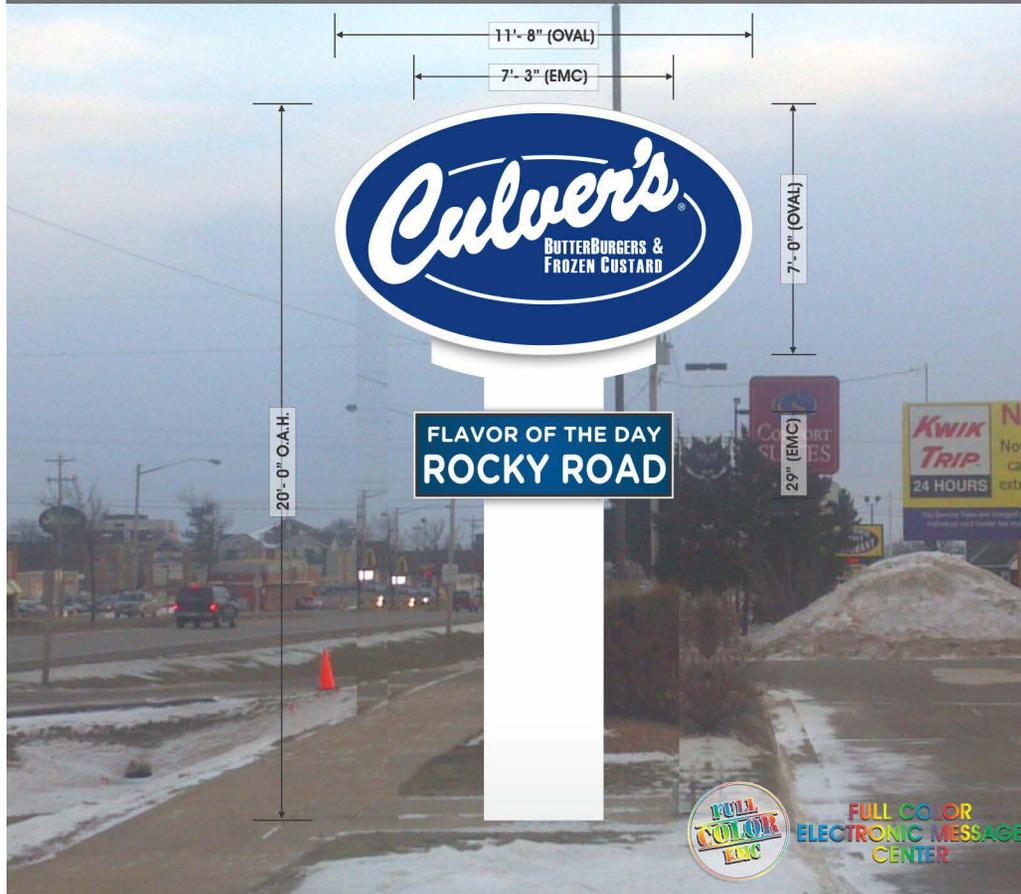
PYLON 1 OPTION 3

STEVENS POINT, WI

**NOT FOR
PRELIMINARY
CONSTRUCTION**

CUSTOM

PYLON - SCALE: 3/16" = 1'



EXISTING SIGN - NTS



*DIMENSIONS PROVIDED BY CUSTOMER, NOT FIELD VERIFIED.

SIGN DETAILS

NEW D/F ILLUMINATED PYLON SIGN. TOP OVAL CABINET IS LED INTERNALLY ILLUMINATED LOWER ELECTRONIC MESSAGE CENTER (EMC) IS A 19MM FULL COLOR RGB WITH A 32 X 112 MATRIX.

SQUARE FOOTAGE:

OVAL: 7'-0" X 11'-8" = 81.67 SQ. FT EMC: 29'-0" X 7'-3" = 17.52 SQ. FT. TOTAL: 99.19 SQUARE FOOT

CLIENT
CULVER'S

SALESPERSON
MARK WESSELL

DATE
3/07/2013 SCALE
3/16" = 1'

AO #
16280

DESIGNED BY
J WILSON

REVISION HISTORY

OPT-1 - 1/24/13	
OPT-2 - 1/24/13	
OPT-3 - 3/7/13	

APPROVED BY

DATE

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This is an artistic rendition and final colors / sizes may vary from that depicted herein.

FILE PATH: ART/CULVERS/STEVENS POINT, WI

*SCALE AND COLORS NOT REPRESENTATIVE FROM EMAIL ATTACHMENTS.
*ALL MEASUREMENTS ARE APPROXIMATE.



BUILDING IMAGES THAT BUILD BUSINESS



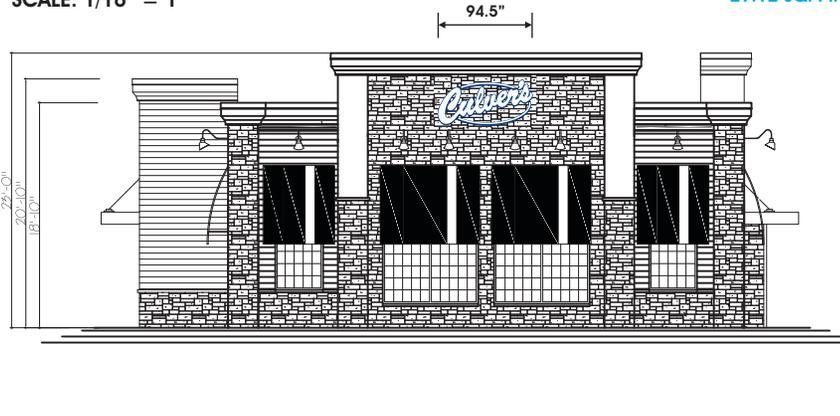


NORTH (WS-1) & EAST (WS-2) ELEVATIONS - OPTION 3 STEVENS POINT, WI

EAST (WS-2) ELEVATION - 8' SCRIPT WALL LOGO (WHITE)

SCALE: 1/16" = 1'

29.12 SQ. FT.



CULVER'S WHITE SCRIPT LOGO ON STONE - NTS



NORTH ELEVATION (WS-1) - 8' SCRIPT WALL LOGO (WHITE)

SCALE: 1/16" = 1'

29.12 SQ. FT.



SIGN WALL SPECIFICATIONS



MFG: BOULDER CREEK STONE
STYLE: PRAIRIE BLUFF
COLOR: NEWBURY

*NOTE: ACTUAL STONE COLOR T.B.D.
SIGN COLOR (BLUE-OR-WHITE) IS DEPENDENT UPON TRUE STONE COLOR.

**NOT FOR
PRELIMINARY
CONSTRUCTION**

FILE PATH: ART/CULVERS/STEVENS POINT, WI

*SCALE AND COLORS NOT REPRESENTATIVE FROM EMAIL ATTACHMENTS.

*ALL MEASUREMENTS ARE APPROXIMATE.

CLIENT

CULVER'S

SALESPERSON

MARK WESSELL

DESIGNED BY

J WILSON

REVISION HISTORY

OPT-1 - 03/12/13
OPT-2 - 03/12/13
OPT-3 - 03/12/13

DATE

03/12/2013

SCALE

1/16" = 1'

AO #

16280

APPROVED BY

DATE

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WWW.SIGNHIT.COM



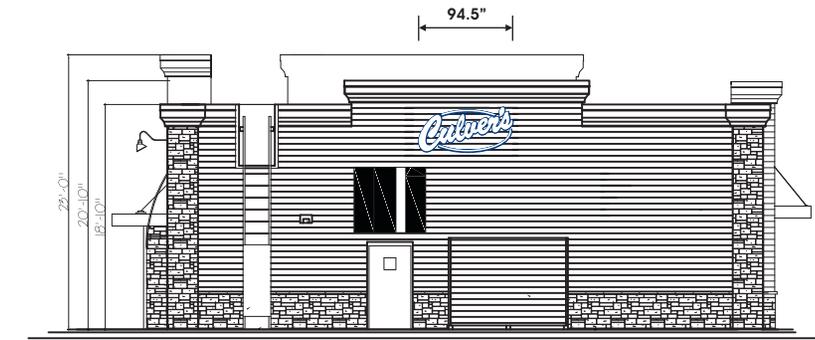


SOUTH (WS-4) & WEST (WS-3) ELEVATIONS - OPTION 3 STEVENS POINT, WI

WEST (WS-3) ELEVATION - 8' SCRIPT WALL LOGO (WHITE)

SCALE: 1/16" = 1'

29.12 SQ. FT.



CULVER'S WHITE SCRIPT LOGO ON SIDING - NTS



SOUTH (WS-4) ELEVATION - 8' SCRIPT WALL LOGO (WHITE)

SCALE: 1/16" = 1'

29.12 SQ. FT.



SIGN WALL SPECIFICATIONS



STYLE: DIAMOND KOTE
COLOR: OYSTER SHELL

*NOTE: ACTUAL SIDING COLOR T.B.D.
SIGN COLOR (BLUE-OR-WHITE) IS DEPENDENT UPON TRUE SIDING COLOR.

**NOT FOR
PRELIMINARY
CONSTRUCTION**

FILE PATH: ART/CULVERS/STEVENS POINT, WI

*SCALE AND COLORS NOT REPRESENTATIVE FROM EMAIL ATTACHMENTS.
*ALL MEASUREMENTS ARE APPROXIMATE.

CLIENT

CULVER'S

SALESPERSON

MARK WESSELL

DESIGNED BY

J WILSON

REVISION HISTORY

OPT-1 - 3-12-13
OPT-2 - 3-12-13
OPT-3 - 3-12-13 WS-3 & WS-4

DATE

3/12/2013

SCALE

1/16" = 1'

AO #

16280

APPROVED BY

DATE

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WWW.SIGNHIT.COM





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

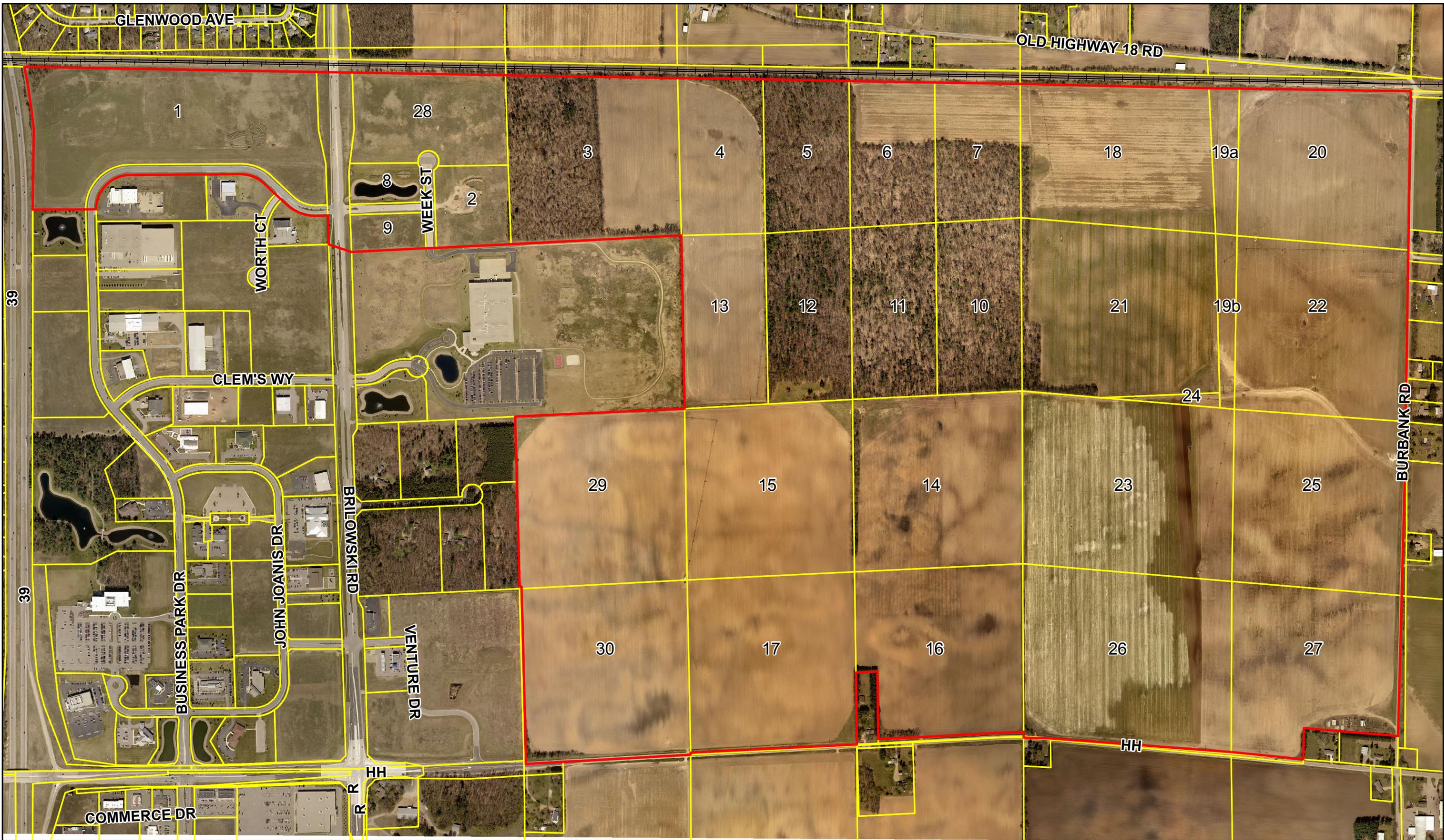
City of Stevens Point – Department of Community Development

To: Plan Commission
From: Michael Ostrowski and Kyle Kearns
CC:
Date: 3/25/2013
Subject: TID 9

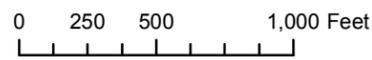
The Common Council has approved the hiring of Ehlers to start the creation of Tax Incremental District (TID) 9. The next step in the process is for the Plan Commission to call for a public hearing on the matter. The public hearing would occur at the May Plan Commission meeting.

In late 2012, the City annexed approximately 762 acres of land for the creation of East Park Commerce Center. The City is still working with the Wisconsin Economic Development Corporation on the Certified Sites Program for this area. At this time, there is only one remaining issue, the endangered species review. This review should take place within the next few months. In addition to the 762 acres, it is proposed that TID 9 also include a northern portion of the Portage County Business Park.

Please find attached a map of the proposed TID 9 boundaries and a timetable for the creation.



City of Stevens Point
Community Development Department



TIF District 9 Creation Map

- TIF 9 Boundary
- Property Lines
- Railroad



This map was compiled by the City of Stevens Point's Community Development Department for reference purposes only. The accuracy of this map is not guaranteed and the City makes no express or implied warranties of any type regarding this map. Furthermore, the City is not liable for any direct or indirect damages suffered related to the use of this map.

Map Number	City Tax ID #'s
1	281230802100010
2	281230801220005
3	281230801210001
4	281230801120002
5	281230801120001
6	281230801110002
7	281230801110001
8	281230801220002
9	281230801220003
10	281230801140002
11	281230801140001
12	281230801130002
13	281230801130001
14	281230801410001
15	281230801420001
16	281230801440001
17	281230801430001
18	281230906220001
19a	281230906220002
20	281230906210001
21	281230906230001
19b	281230906230002
22	281230906240001
23	281230906320001
24	281230906230003
25	281230906310001
26	281230906330001
27	281230906340001
28	281230801220004
29	281230801310001
30	281230801340001

CITY OF STEVENS POINT, WI
TAX INCREMENTAL DISTRICT (“TID”) NO. 9 INDUSTRIAL CREATION

Proposed Timetable – 3/20/13

<u>ACTION DATE</u>	<u>STEP</u>
March	City will provide Ehlers with a list of the parcel tax key #'s and pertinent parcel information for the project plan & state forms, the proposed projects map, existing uses map, TID boundary/parcel boundary/tax key # map, metes & bounds legal descriptions, list of projects and costs, the Statement of Taxes & the TIF Calc. Worksheet, etc.
April 1	Plan Commission makes a motion to call for a public hearing (<i>optional</i>)
April 15	Ehlers' will send a Notice to Official City Newspaper of organizational JRB meeting & public hearing. (cc: City)
	Ehlers will send notification letters, along with required enclosures, to overlapping taxing jurisdictions of JRB organizational meeting & public hearing, as well as the agenda - to be posted by the City. (cc: City & attorney) (<i>Letters must be postmarked prior to first publication</i>).
April	Ehlers will provide City, overlapping taxing entities, and/or City Attorney with draft Project Plan documents as well as agenda language (City to post) & resolutions for first meetings, and will also request legal opinion of the plans.
April 19	First Publication of Public Hearing & JRB Meeting Notice (<i>Week prior to second notice & at least 5 days prior to JRB meeting</i>)
April 26	Second Publication of Public Hearing & JRB Meeting Notice. (<i>At least 7 days prior to public hearing</i>)
May 6	Joint Review Board meets to review plans, appoint chairperson and public member and set next meeting date. (<i>Prior to public hearing</i>)
	Plan Commission Public Hearing on Project Plan and approval of TID boundaries. (<i>Within 14 days after second publication</i>)
	Plan Commission reviews plans & approval of District Project Plans and boundaries.
May	Ehlers will provide City & City Attorney with revised draft Project Plans, if necessary, as well as agenda language (City to post) & resolution for Common Council meeting.
May 20	Common Council reviews Plans & adopts resolutions approving District Project Plans and boundaries. (<i>at least 14 days after hearing</i>)
TBD	Ehlers' will send a Class 1 Notice to Official City Newspaper of JRB meeting. (cc: City)
	Ehlers will send notices & required attachments to JRB of the final meeting, along with the Agenda (City to post). (cc: City & Attorney) (<i>Letters must be postmarked prior to publication</i>).
TBD	Publication of JRB Meeting Notice (<i>At least 5 days prior to meeting</i>)
TBD	Joint Review Board consideration. (<i>Within 30 days of notification of meeting / receipt of Plan Commission & Common Council resolutions</i>)
May – Oct.	Ehlers will gather, prepare, and submit state forms & required documents to the state, with the 2013 assessed parcel values & we receive all remaining maps, legal descriptions, parcel information, documents, etc. from the City . DOR filing deadline October 30.

Portage County Gazette
via e-mail @ pcgazette@g2a.net
715.343.8045 phone & -8048 fax
publishes on Fr. & deadline is Tu.
Plan Commission meets on the first Monday @ 4:00 p.m.
City Council meets on the third Monday @ 7:00 p.m.



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: 3/18/2013
Subject: Municipal Parking Lot 16 and the Extension of Strongs Avenue

With the demolition of the CenterPoint MarketPlace, it is anticipated that a new municipal parking lot will be constructed within the location of the former CenterPoint Mall. Enclosed you will find two plans (Plan 1 and Plan 2) that have been created.

On Thursday, January 24th, 2013 a meeting was held with surrounding property owners to get their opinions on a concept plan (Plan 1) for this area. During this meeting, City staff explained the details of the plan for which was then open for discussion. As surrounding property owners directly adjacent to the site, their input is valuable during the planning process. At the meeting, as well as after, there were additional comments made about possibly increasing the number of parking stalls on the site. With that said, staff put together another plan (Plan 2) that would include approximately 15 additional parking stalls.

Plan 1 has 142 parking stalls and Plan 2 has 157 parking spaces.

Both plans include the following:

- The Extension of Strongs Avenue from Main Street to Centerpoint Drive.
- North-south and east-west pedestrian walkways.
- The relocation of the access of the service drive aisle away from the bus area to the parking lot, creating a safer situation.
- The ability to create two separate dumpster coral locations, one located in each of the service court areas, which will be more aesthetically pleasing than individual dumpsters that are not screened.
- It is anticipated that the lighting for the lots will be done with the same historic style lights that are on Main Street and the Downtown Square, along the street rights-of-way and along the pedestrian paths. However, the main portions of the lot may be lighted with 30 foot LED lights to get better coverage with not as many poles.
- A connection to the pedestrian walkway that will connect this area to Main Street.
- A drop-off area for the Children's Museum.
- A greenspace area to the north of the Children's Museum and the Fox Theater, which could be used for exhibits, or the potential expansion of the Fox Theater.

- Area for an outdoor patio north of Guu's.
- Landscaping will include a mixture of trees, ornamental grasses, and shrubs that do not impede the vision of pedestrians and motorists.

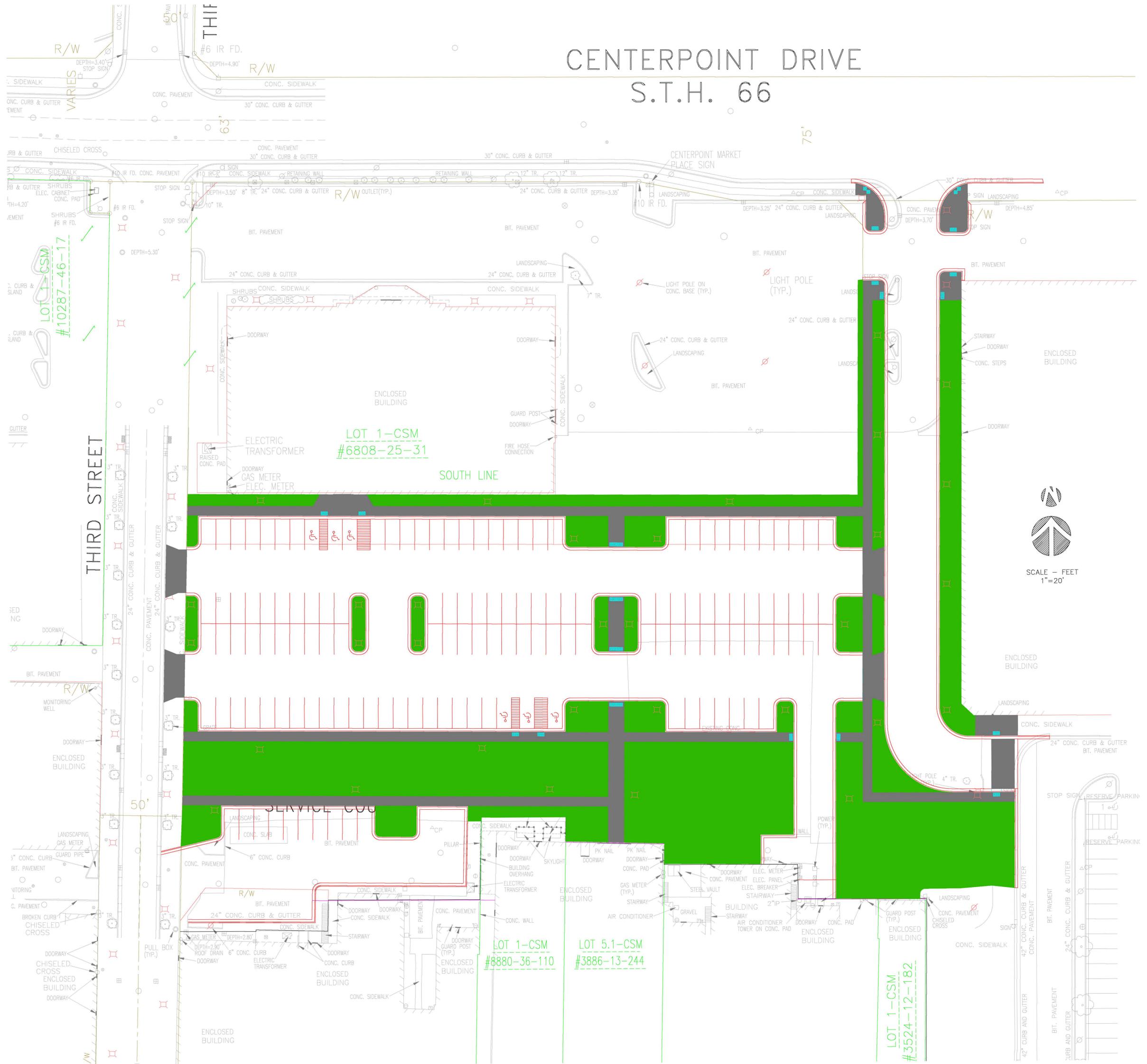
In comparing both plans, staff would recommend proceeding with plan 2 for the following reasons:

- Plan 2 offers 15 additional parking stalls for nearly the same construction cost. It is estimated that the cost of the parking lot and the extension of Strongs Avenue will be around \$800,000.
- Plan 2 includes a drop-off area for the Children's Museum that is not located in the main thoroughfare of the parking lot.
- Plan 2 offers better vehicular circulation, not only through the lot itself, but between service court 1 and the main lot.
- Plan 2 reduces the number of ingress/egress points, thus reducing vehicle and pedestrian conflict points. This could be done with an amendment to plan 1.
- While plan 1 includes a greenspace area in the southwestern portion of the lot, the functionality of this area comes into question. In addition, ongoing maintenance for this area creates additional concerns and costs.
- When business owners were asked which plan they preferred, a majority of the respondents indicated that they prefer plan 2.

Given the uniqueness of this project and its need to improve circulation throughout this area and serve numerous businesses and establishments, the parking lot will not have three foot landscape area along portions of the southern part of the lot, as it connects to a service drive and another parking area. Areas along Third Street and Strongs Avenue will have an approximate eight foot setback to provide for a proper planting area.

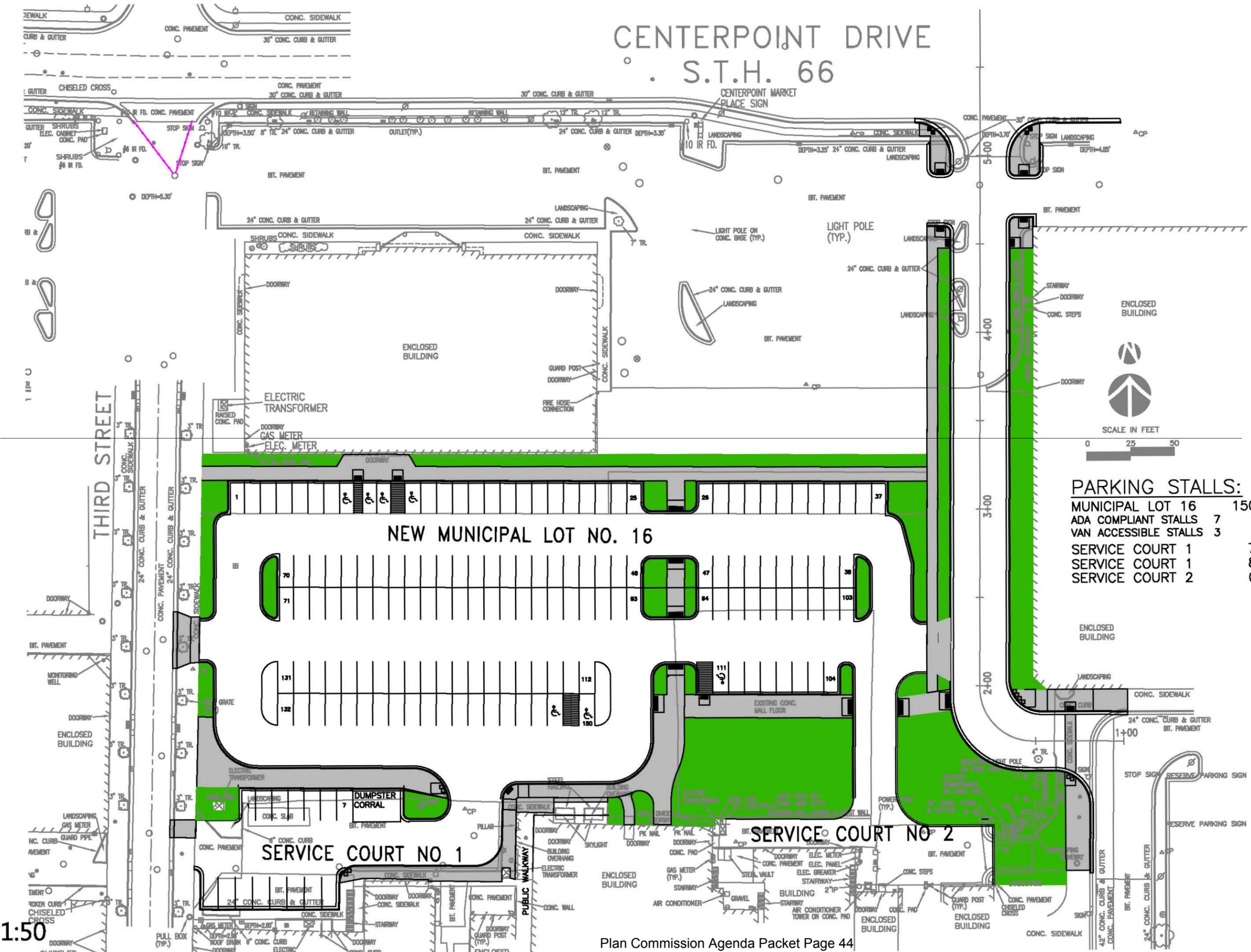
Given that no official commitments have been made for the greenspace areas, or the area north of Guu's, staff would request the ability to make amendments to the plan as those areas may change with further conversations with property/business owners. Depending on the need for access to the rear of the buildings, the service drive aisle into service court two, may stay in its current location if warranted by further discussions. In addition, as plans for the Fox Theater are further discussed and refined, changes to the location of the service drive aisle may be warranted depending on the possibility of an expansion of the Fox Theater.

CENTERPOINT DRIVE S.T.H. 66



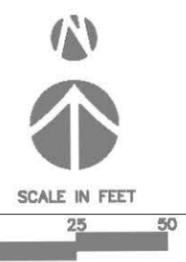
SCALE - FEET
1"=20'

CENTERPOINT DRIVE S.T.H. 66



PARKING STALLS:

MUNICIPAL LOT 16	150 TOTAL
ADA COMPLIANT STALLS	7
VAN ACCESSIBLE STALLS	3
SERVICE COURT 1	7 PUBLIC
SERVICE COURT 1	8 PRIVATE
SERVICE COURT 2	0 DESIGNATED



1:50