

AGENDA
CITY PLAN COMMISSION

Thursday, January 9, 2014 – 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 December 2, 2013 Plan Commission meeting.
2. Request from the City of Stevens Point to amend the Official Street Map to widen Maria Drive by approximately 33 feet. Such area starts approximately at the intersection with Second Street and continues west to its intersection with First Street.
3. Relocation Orders for 100 and 104 Second Street North and Relocation Map for Maria Drive at Second Street North.
4. Amend the ground lease and property use agreement between the City of Stevens Point and the Boys & Girls Club of Portage County, Inc. for the property located at **2442 Sims Avenue and 933 Michigan Avenue (Parcel ID 2408-33-2001-05)**.
5. 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, Life Skills Center, at the Stevens Point Area High School, **1201 Northpoint Drive (Parcel ID 2408-29-2100-21)**.
6. Public comment relating to the application by the City of Stevens Point for Environmental Protection Agency (EPA) grant funds to assess brownfield sites throughout target areas of the City, including, but not limited to, near Business 51, downtown, and along Canadian National's main railway.
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: January 3, 2014 and January 10, 2014

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, January 20, 2014 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 the City of Stevens Point to amend the Official Street Map to widen Maria Drive by approximately 33 feet. Such area starts approximately at the intersection with Second Street and continues west to its intersection with First Street.
2. 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, Life Skills Center, at the Stevens Point Area High School, 1201 Northpoint Drive (Parcel ID 2408-29-2100-21). This property being zoned "R-2" Single Family Residence District, and described as PRT NENW S29T24R8 COM SE COR 2ND ST.N&N POINT S171F E264F S669F W94F S126F W170F TO EL 2ND S64F E370F S61F E1121F MOL TO SEC/L N TO N POINT W ALG N POINT TO POB (SPASH) 452/428-89, City of Stevens Point, Portage County, Wisconsin.
3. Public comment relating to the application by the City of Stevens Point for Environmental Protection Agency (EPA) grant funds to assess brownfield sites throughout target areas of the City, including, but not limited to, near Business 51, downtown, and along Canadian National's main railway.

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

December 2, 2013 – 6:00 PM
Lincoln Center – 1519 Water Street

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

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Comptroller Corey Ladick, City Attorney Andrew Beveridge, Police Chief Kevin Ruder, Alderperson Doxtator, Alderperson Joann Suomi, Alderperson Randy Stroik, Alderperson Phillips, Brandi Makuski, Reid Rocheleau, Barb Jacob, Dean Miller, Henry Kroger, Mary Ann Laszewski, Sarah Wallace, Nate Enwald, Chris Jones, Jeffrey May, Romualdas Stanenas, Bob Fisch, Cindy Nebel, Donna Smith, Chris Burch, Rick Froehlich, Rich Sommer, Matt Carlson, Leonard Szymkowiak, David Plaisance, Jack Fischer, Shirley Multhauf, Cathy Dugan, Bob Wierzba, Noah Eschenbauch, Ernest Salibi, and Mildred Neville..

 INDEX:

1. Report of the November 4, 2013 Plan Commission meeting.
2. Amending Chapter 23 (Zoning Code) and Chapter 21 (Building and Premises Maintenance and Occupancy) of the Revised Municipal Code to adjust parking and loading standards (Sections 23.01(14) and 23.01(15)), along with related definitions (Section 23.04), and ordinances (Sections 21.03(13) and 21.08(1)(b)).
3. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to allow adjustments to be made to conditional use standards relating to landscaping (Section 23.01(16)(c)(14)) by the City Forester.
4. Portage County Bicycle and Pedestrian Plan update.
5. Request from Wisconsin Public Service to obtain a 12 foot utility easement on City property south of E. M. Cops Drive extended, within the East Park Commerce Center.
6. Request from Salah Qutaishat for a conditional use permit to allow four unrelated persons in a single dwelling at **2316 Main Street (Parcel ID 2408-33-2016-08)**.
7. Request from CCFS Group, LLC for a conditional use permit to construct an approximate 40-unit apartment building, using the "B-TID5" Tax Incremental District 5 standards, at **209 Division Street (Parcel ID 2408-29-4002-03)**.
8. Adjourn.

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1. Report of the November 4, 2013 Plan Commission meeting.

Motion by Alderperson Moore to approve the report of the November 4, 2013 meeting; seconded by Commissioner Cooper. Motion carried 6-0.

2. Amending Chapter 23 (Zoning Code) and Chapter 21 (Building and Premises Maintenance and Occupancy) of the Revised Municipal Code to adjust parking and loading standards (Sections 23.01(14) and 23.01(15)), along with related definitions (Section 23.04), and ordinances (Sections 21.03(13) and 21.08(1)(b)).

Director Ostrowski stated at the last Plan Commission meeting there were some modifications to the proposed draft, those modifications have been made and a few others and staff had worked with Bob Fisch on adding the bike parking standards. Also, we will be amending 21.03 where there were some conflicting regulations between the Building Premise Maintenance and Occupancy code, with the Zoning Code. Those two amendments are provided in the packet.

Reid Rocheleau, 408 Cedar Street, stated he feels the amendment is unfair due to it being accommodating for the Division Street development and suggests the commission wait to see how the development goes before taking action on this amendment.

Mary Ann Laszewski, 1209 Wisconsin Street, feels the parking changes are just for the proposed apartment plan to pass, finds it alarming that a developer would propose parking for only 40% of its occupants, feels it is a poor suggestion that the residents purchase parking passes from the university where there is a lack of parking, and that it is wrong to change codes for specific developments.

Cindy Nebel, 1100 Phillips Street, is concerned this amendment is tailored specifically to a project, and the change may not be beneficial to the city as a whole. Other concerns were the credit for on street parking, proximity to public transit availability, and structured parking. She also expressed her concern of an alternative parking plan for developments being approved by the plan commission without going before the Common Council.

Daryl Kurtenbach, 5282 Airport Road, pointed out that parking was not an issue in the past for rentals, but as times have changed it has become a big issue. He is offended this change has come about with a large scale operation where local rental owners have had to obey existing codes, and requests the commission wait and see how whole project develops.

Paul Wachowiak, 1620 Meadow View Lane, is against this amendment for a large scale project that is coming in and asked the commission to postpone action.

Commissioner Daniel Hoppe arrived at 6:14 PM

Jeff May, 21 Oakcrest, asked the commission to vote no to the parking amendment due to legal issues. He also questioned where this puts the complexes that already exist, and do they have the ability to bring in an engineer with transportation expertise to re-evaluate their complexes. He and feels everyone should be treated fairly.

Barb Jacob, 1616 Depot Street, is in agreement with the other speakers and feels there should be a parking stall for every tenant. She thinks if they are unable to park in the lot where they live they will probably park at the other businesses in the area and will cause an issue for those businesses. She feels there is a need for more information prior to action on this amendment.

Mildred Neville, 1709 Jefferson Street, asked that the commission postpone this action until the public and the commissioners have time to get more information regarding the parking.

Rich Sommer, 4224 Janick Circle, feels the amendment violates the purpose of planning and zoning. With this change there are no standards to compare this too, and asked the commission to postpone action.

Noah Eschenbauch, 2826 Hay Meadow Drive, stated 90% of his tenants have vehicles and with the construction of the science building expansion and the parking structure on campus for the next two years there will be a loss of approximately 600 parking spaces. Please consider the number of parking spaces we are already losing on campus, much less the number that the proposed project will be forcing out.

Bob Wierzba, pointed out there is a safety aspect of students who have to park somewhere other than their residence and having to walk late at night.

Henry Kroger, 3200 Water Street, after giving his recollection of the past student housing history, he asked the commission to table the request because he feels it is unfair to current rental owners.

Director Ostrowski explained currently under the Maintenance and Occupancy Code, it requires for each occupant at least one approved parking space, occupant shall not include any person under 18 years of age. The building inspector may waive this requirement on premises with more than five units if two spaces are

provided per unit and any premises, if each occupant for which there is no parking space stipulates he will have no motor vehicle located on the premises, and the owner authorizes the Building Inspector to immediately remove any vehicle not parked in a permitted parking area.

In looking at other communities, we would not be out of the realm. Specifically:

CITY	MULTI-FAMILY PARKING
Marshfield	1 space / dwelling unit
Wausau	1.5 spaces / dwelling unit
Green Bay	1 space / 1-bedroom unit 2 spaces / 2-bedroom unit or larger
La Crosse	1.5 spaces / dwelling unit 1 additional space / bedroom, 3-bedroom unit or greater (max 4)
Madison	1/dwelling
Milwaukee	1 space / 1-bedroom unit 2 spaces/ 3-bedroom unit or larger
Menomonie	2 spaces / dwelling unit
Whitewater	4 spaces / 3 bedroom unit or larger
River Falls	2 spaces / dwelling unit
Oshkosh	2 spaces / 2-bedroom unit or less + 0.5 (1/2) space per additional bedroom over 2 bedrooms per unit
Superior	1.5 spaces / dwelling unit
Kenosha	2 spaces / dwelling unit
Platteville	0.75 spaces / bedroom for 2 or more bedroom units
Eau Claire	1.5 spaces / dwelling unit

In response to the comment made about modifications being made by the Plan Commission without Common Council approval, and right now that can occur and we have done it before, we could modify that section to have plan commission recommend and common council approve. In terms of other multifamily developments, or other projects that require a conditional use, if you feel they don't have enough parking, you could require them to have more parking beyond what the ordinance requires. When we discuss item 7, you look at that through the conditional use standards and properties that are that close to the university, maybe those students aren't bringing as many vehicles to campus.

Commissioner Haines asked with the comparables, do they all have universities with separate UW-Housing, to which Director Ostrowski stated not all of them, but many of them do. She then stated we have talked about parking on and off for a long time, knowing that it needs to be addressed, and last month we discussed this amendment and appreciates the changes made, and feels this is moving in the right direction.

Commissioner Curless asked what is meant by one per dwelling, to which Director Ostrowski answered, one dwelling unit. He then asked if the university builds a dormitory, how many parking spaces do they have to have; Director Ostrowski stated that would have to come before the Plan Commission. He then clarified there may not be 1 parking stall for every student, to which Mayor Halverson stated that is correct.

Mayor Halverson stated he is not opposed to looking at other exceptions for other kinds of projects, where they make sense, as well as being appropriate for the kinds of sites that people are talking about. With parking, communities have embraced the fact that there needs to be a regulatory number for parking, and for certain uses that makes sense. But, if an owner of any use wants to take on a particular construction project that may or may not produce enough parking and that owner is comfortable with that, their bottom line is

potentially going to be affected through enforcement. Businesses realize they need a certain amount of parking spaces, and that is why a minimal approach to what we are requiring makes a great deal of sense for the kinds of projects we are looking to encourage.

Commissioner Curless asked how this would affect the current dwelling complexes. Director Ostrowski explained if a complex owner wants to amend their conditional use, they can to have reduced parking, if approved. This is not for just one single project, but for every development moving forward.

Commissioner Cooper in talking about student housing, we are trying to be progressive, and if we think the university is going to get bigger, more students, more upper classmen, but when looking at houses around the college area, a student family licensed for 6 would have to have only 2 spaces he feels that would cause a problem. Director Ostrowski stated it would depend on its license and what is listed there. The Commission could require additional parking if they felt it would cause a concern. Commissioner Curless asked if it would cause a problem, or would the student with a car go somewhere else. Mayor Halverson added should it be a requirement of the city or a choice of the resident.

Director Ostrowski pointed out most of the problems we see with parking violations are within the single family homes that have been converted to rentals. Those properties have licenses and are required to have a certain number of spaces to be provided because of being grandfathered in uses.

Commissioner Haines asked for clarification, so in the past, multifamily dwellings can change. Director Ostrowski explained they can amend their conditional use, but the properties we are seeing the most problems with are the single family homes that surround the university. She then asked in the apartment complex by Maria, did we have a parking space requirement, to which Director Ostrowski stated we did require one. She then pointed out with complexes coming before the Plan Commission, we could demand more parking then provided as well, to which Mayor Halverson confirmed because it is through the conditional use process. Commissioner Cooper asked if all multiple family projects come through Plan Commission, to which Director Ostrowski stated yes they do.

Commissioner Hoppe stated he feels the parking will work out, and that tenants will either rent with parking or leave the car at home. Mayor Halverson added that is the reason why we talk about distance to the bus stop and other kinds of progressive elements of the Zoning Code that start to embrace the practicality of what we have done with other ventures to make it easier for students to move around this community and work.

Commissioner Haines stated downtown there is multifamily housing which does not have parking and there has been an agreement for purchasing parking in municipal lots, can we do this with other developments, to which Director Ostrowski answered they have been able to purchase parking in the municipal lots. Mayor Halverson stated that is very practical request and can be reviewed for other examples. Commissioner Haines asked if the parking in municipal lots was negotiated, or did that have to come before Plan Commission and would that be an alternative parking plan. Director Ostrowski explained the alternative parking plan is for example a major retail center that is built and is going to require 1 stall per every 300 square feet, but they don't need that much parking, they can provide an alternative parking plan, but if you are more comfortable sending that to the Plan Commission and Common Council, we can do that. Mayor Halverson stated it is the reality of working within the code to give the flexibility on a project by project basis for common sense applications that are statistically and engineering driven based on what the business knows it needs.

Commissioner Curless asked regarding agenda item 7, the city is not going to regulate which students get the parking stalls, but what about the people who bring cars to school later in the semester. Mayor Halverson answered that would be the responsibility of that particular property, and if it now impedes on other adjacent properties, the it becomes an enforcement issue.

Alderson Moore wants the parking plans to go back before the Common Council. He is also concerned with language stating the Administrator has the ability to approve things, but feels that opens the door to bad behavior, and would like to see all references to administrator approval struck. Director Ostrowski asked if he wanted those to be brought before the Plan Commission and Council, we can do that. Mayor Halverson suggested having Plan Commission with Common Council approval for the alternative parking plan. Director Ostrowski explained the reference to the administrator is based on set standards. Mayor Halverson suggested if the offsite parking, which is how we do it currently, we can bring any requests for offsite through the Plan Commission and do it that way, and keep it how it is now, unless you want to change the requirements and make them more specific. Director Ostrowski suggested we can also change all references of administrator approval to Plan Commission and Common Council approvals. Commissioner Patton asked if those changes are made, can this ordinance still go to Common Council, or will it be back before the Plan Commission, to which Mayor Halverson stated it can go to Council. Mayor then clarified anything that is an exception to what is laid out as codified requirements, be it a review only by the Plan Commission or a review previously as laid out as by the Administrator will need Plan Commission recommendation and Common Council approval, as suggested by Alderson Moore.

Motion by Commissioner Haines to approve amending of Chapter 23 (Zoning Code) and Chapter 21 (Building and Premises Maintenance and Occupancy) of the Revised Municipal Code to adjust parking and loading standards (Sections 23.01(14) and 23.01 (15)), along with related definitions (Section 23.04), and ordinances (Sections 21.03(13) and 21.08(1)(b)) with requiring the alternative parking plan to be approved by the Common Council, and all references of approval by Administrator changed to Plan Commission and Common Council approval; seconded by Mayor Halverson.

Commissioner Cooper stated he would prefer if these amendments come back next month instead of taking action tonight.

Motion carried 5-2, with Commissioner Cooper and Alderson Moore voting in the negative.

3. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to allow adjustments to be made to conditional use standards relating to landscaping (Section 23.01(16)(c)(14)) by the City Forester.

Director Ostrowski explained the ordinance amendment would allow the City Forester to recommend alternative landscaping standards, specifically under the conditional use standards. It has become apparent that some of the standards do not fit every site, especially infill or redevelopment sites; mainly, requiring one tree per unit on multi-family developments. Requiring this, along with the parking lot screening standards can become counterproductive and may actually lead to decreased landscaping effectiveness. For example, if too many trees are planted on a lot, it may restrict their growth, and those trees may never reach maturity. Allowing the City Forester to recommend alternatives may actually improve landscaping on these types of sites.

Mildred Neville, 1709 Jefferson Street, has concerns as to the way this amendment has come up, why the City Forester was asked questions when the conditional use request application had not been submitted based on the dates of the memo and application. There is too much discretion given to individuals.

Director Ostrowski responded we are not adding discretion to any individual with this item. This is currently a conditional use that comes through the Plan Commission; however the Plan Commission cannot provide any recommendation on modifying a plan. There may be more effective plans that come forward with better spacing requirements, larger trees, as opposed to trees that don't add much to the lot. This would require the

Forester to provide a recommendation to the Plan Commission for their review and ultimately Common Council approval.

Leonard Szymkowiak, 3119 Martha's Lane, stated it is difficult to hear the commission and speakers in the back.

Director Ostrowski explained the conditional use request in agenda item 7 meets all of our current and existing ordinances and this amendment just provides another option for the Plan Commission to consider in the future.

Motion by Commissioner Patton to approve the amending of Chapter 23(Zoning Code) of the Revised Municipal Code to allow adjustments to be made to conditional use standards relating to landscaping (Section 23.01(16)c(14)) by the City Forester; seconded by Commissioner Haines. Motion carried 7-0.

4. Portage County Bicycle and Pedestrian Plan update.

Sarah Wallace of Portage County Planning and Zoning presented the current progress on the Portage County Bicycle/Pedestrian Plan, which had developed from the 2006 Portage County Comprehensive Plan. There will also be an open house held Tuesday, December 3, 2013 from 6:30 PM to 8:30 PM in the Lincoln Center Multi-purpose Room for participants to view the draft plan recommendations, offer comments, and speak with staff about the development and implementation. Also, plan updates and status can be viewed at the official blog of the Portage County Bike-Ped Plan.

Mayor Halverson stated the draft so far has an all encompassing approach to bike and pedestrian issues that we have seen, and feels it will be very exciting to see the plan implemented and the recommendations start to plan their way into different ordinances and projects as we start to move and continue to move in that direction.

Reid Rocheleau, 408 Cedar Street, feels there is a need for enforcement and education of bike laws.

5. Request from Wisconsin Public Service to obtain a 12 foot utility easement on City property south of E. M. Copps Drive extended, within the East Park Commerce Center.

Motion by Alderperson Moore to approve the request from Wisconsin Public Service to obtain a 12 foot utility easement on City property south of E. M. Copps Drive extended, within the East Park Commerce Center; seconded by Commissioner Patton. Motion carried 7-0.

6. Request from Salah Qutaishat for a conditional use permit to allow four unrelated persons in a single dwelling at **2316 Main Street (Parcel ID 2408-33-2016-08).**

Director Ostrowski explained the applicant is requesting to allow four unrelated individuals to reside in the one unit. Our current ordinance only allows two. It does meet the square footage lot requirement, which would allow him to go multifamily within our zoning code. In looking at the property there is a concern regarding the Comprehensive Plan, which does call this area to remain residential in character, however looking at this specific request the applicant would not need to come before the commission for the conditional use if they convert the residence into a duplex and rent to two individuals in each unit. He feels it would be less detrimental to the structure itself and could be converted back to single family if the owner would be allowed to have four persons residing in a single unit.

Reid Rocheleau, 408 Cedar Street, is against this request because he is concerned for the city encouraging more multifamily rentals and in the next agenda item the development will help turn the converted single family homes back to single family residences.

Mary Ann Laszewski, 1209 Wisconsin Street, is against this request due to it showing disregard for the efforts to manage and reign in rooming houses. She feels the home should be rented as single family due to the lack of single family rentals. She feels this is a loss of an elegant home and is concerned on who will monitor and care for this property as it has an out of town owner.

Leonard Szymkowiak, 3119 Martha's Lane, cited a prior incident of a home being purchased for a family member to reside and have roommates to supplement the payments; it was then noticed regarding improper occupancy so the home had to be sold. He asked why the city would allow an exception now, and feels the home should comply with the ordinance.

Cathy Dugan, 615 Sommers Street, feels this is not a place for a rooming house and believes the realtors are telling potential buyers they can purchase homes for rental properties and ways to get around the city enforcement.

Cindy Nebel, 1100 Phillips Street, admits to being the reporting party of this property complaint with parking and occupancy issues. She feels this is a nice house and has a concern for rental properties changing the dynamics of a neighborhood, the safety of four cars that may back out onto Main Street, and unlicensed rentals not paying the proper taxes on the rental income. She feels the city should stop single family homes from being turned into multifamily rentals.

Dave Plaisance, 3241 Nicolet Court, feels this may open up requests from other landlord's who have the rooms and want to increase tenants, and feels we need to stick with the ordinances.

Mildred Neville, 1709 Jefferson Street, questioned how long the occupancy has been violated, if there were consequences to the violation, and the application process including the dates on the application. She was against this request.

Director Ostrowski explained this property is different from other requests in that the ordinance does allow for it due to the correct zoning and meeting the required lot size. In regards to not meeting standard number 7 of review in our Comprehensive Plan, it calls for this area to remain residential, the problem with the plan is it does not address the number of occupants that are considered a family, but the residential character is still within that district. If this property was zoned R-2, and there was a request to change it to B-4, that would be inconsistent with the Comprehensive Plan. Staff did recommend approval because it is allowed within the Zoning Code for non-conforming lots in this zoning district. If we want to stop doing that, we need to amend our Zoning Ordinance to change the definition of multiple dwelling to mean 3 or more units or more than 2 unrelated people, to just say 3 or more units. If you want this area to stay single family, or two family, or not increase in density, then the properties will have to be rezoned. If we want to start converting these properties back to single family owner occupied residences, there are multiple steps the city will need to take such as amending the Zoning Code to not allow any structures to be reconverted on lots that may be smaller than what the current new lots would be required to have, amending the definition of a family, and rezoning these lots. He is not in favor of having another single family home becoming a student rental, but it meets the standards of review within our ordinance at this time and we have done this before for other properties.

Mayor Halverson pointed out the other important difference is that it is purely a zoning question and what is allowed and what is prohibited or what is allowed via a conditional use. When you have a property that is already zoned multifamily and you meet all of the requirements of the ordinance there is arguably no ground for us to deny this request. The core request in terms of what is being asked of on a property that is already zoned multifamily meets the ordinance, there are no exceptions. The problem with not authorizing the multifamily conditional use is now the owner can easily turn the house into a duplex, and we have no idea what is going on because we can't get into it. If it is licensed and specifically have said how many tenants and you do potentially have an issue, we can go into the property and inspect it based on the license, and if they don't meet it, you take away the license.

Motion by Commissioner Patton to approve the request from Salah Qutaishat for a conditional use permit to allow four unrelated persons in a single dwelling at 2316 Main Street (Parcel ID 2408-33-2016-08) with the following conditions:

- **A maximum of four unrelated persons shall reside at the property.**
- **The owner shall secure a multiple-family dwelling license, for 2013 and any future years.**

Seconded by Mayor Halverson. Motion carried 5-2, with Commissioner Haines and Commissioner Cooper voting in the negative.

7. Request from CCFS Group, LLC for a conditional use permit to construct an approximate 40-unit apartment building, using the "B-TID5" Tax Incremental District 5 standards, at **209 Division Street (Parcel ID 2408-29-4002-03)**.

Jack Fischer, representative of CCFS Group, explained the project we are proposing is made up of a wonderful group of individuals who have significant expertise and background. The overall program is a 40 unit project, which was designed by the architectural firm he is affiliated with. The project is an outstanding design that complements the campus, the community surrounding the users, and demand and need of the community and the developer. When we first approached the community we were told there had been discussion around all of the parking related issues on behalf of the community. We had nothing to do with that conversation, the code that is being suggested is one we feel comfortable with and reasonable with to the parking scenario. The program we have suggested is a 40 unit initiative that incorporates one to five bedroom units. The Division Street location coupled next to the campus is an outstanding location to complement the University of Wisconsin Stevens Point. The architectural practice that he is affiliated with designed the latest UWSP dormitory and has been selected and works on numerous university campuses across Wisconsin. The existing site and this project has the ability to stimulate economic development for the Division Street corridor, complimenting the TIF initiative, that exists in the program and putting together a significant project and a major investment to fulfill some of the new growth of housing that is required in Stevens Point. We are working to meet or exceed the requirements that are in place. We are dealing with an outstanding landscape plan that is very aggressive, which exceed the majority of your present housing stock landscape design requirements. The ratio of traffic, the compliment of the building, the height considerations, the colors, and textures have all been considered by an extremely talented design team to work in a complement effort for the university, community, and surrounding area. We have taken into consideration the typical parking requirements of this kind of unit, and have found that the complement that we put in place will complement the needs of the users. The leasing groups that we work with understand these uses and buildings, and

understand how the leases need to be prepared, the kind of communication that needs to take place, the protocol, and how to control many of the environments that take place in typical buildings like this. This will be one of the largest non medical projects that are brought into this community, into the tax base complementing a need at the highest level. This is the kind of project that will give us the ability to continue to expand the ripple effect in the TIF corridor and through the actual Division Street corridor. The design meets all of the requirements that are relevant to local and state requirements, and we are looking for the opportunity to take a look at putting this in place for the community.

Commissioner Haines pointed out there were lots of comments when talking about the parking standards, and asked Mr. Fischer to talk about how that would be enforced. Mr. Fischer explained the leasing management group would deal with this. That is a typical conversation that takes place between the leasing participants and the potential users. The standards in most of these units are about one stall per unit. They have found the majority of students do not want to spend the time, the effort, the gas, the energy into that environment and very much welcome that kind of relationship. For those that cannot put that together, they typically look and move to a different location. It is literally managed by the leasing group with name, car, license plate, and license. She then asked about the bicycle parking and where do they expect the bikes to park. Mr. Fischer said they have incorporated in the design on the first floor a number of bike related parking stalls, which typically are incorporated into enclosed environments, and there is also a bike repair room as an amenity. With today's expense of bikes being so high we expect the majority will bring them into their apartment units. Commissioner Hoppe asked regarding parking enforcement, if the parking stalls would be numbered or how would that work. Mr. Fischer stated enforcement has been done both ways.

Commissioner Haines asked if there would be an area for visitor parking, to which Mr. Fischer stated no. Commissioner Curless asked if the parking would be based on first come first serve, to which Mr. Fischer stated no, it would be worked through the lease. He then asked if the garage on the first floor will face Division Street, to which Mr. Fischer, stated you are brought into that unit through the parking lot and not the street. This was dealt with as the concern for the egress/ingress flow of traffic and safety hazards. He then asked if the building would look better on Division Street if you flipped it, or is that not possible. Mr. Fischer stated they had looked at that, and through a design team, it was thought that this approach would be best because we would not be bringing the traffic all the way through across the parking lot to the back end and the entering. By coming into the front we have the least amount of parking interaction across the front so that improves safety, and improves the overall flow and is a better decision.

Commissioner Cooper said there had been a style F with one bedroom, but on the floor plan it is not incorporated. Mr. Fischer stated originally they were dealing with a number of different scenarios, and there is no longer a one bedroom unit.

Commissioner Patton asked how many stalls the hotel has now verses how many rooms they have, and how much parking is going to be lost on the site. Mr. Fischer stated he does not have the answer at this time, but with the hotel/motel situation, some nights you have four people, and some nights you have fourteen people.

Reid Rocheleau, 408 Cedar Street, is opposed to the project and compared it to an unsupervised dorm. He has concerns for the five story building being surrounded by single story buildings, the way the application was filled out, and that it is out of style for this neighborhood.

Chief Kevin Ruder, Stevens Point Police Department, pointed out the city sells long term parking permits in municipal lot 8. As far as looking at this development from a perspective of a university parent, he feels this is a great option considering the conditions of some of the rental properties out there. When speaking with business owners surrounding the project, they were in support for this project, but did not want to get involved in the politics of the development. He supports this request.

Noah Eschenbauch, 2826 Hay Meadow Drive, asked why the codes have to change for this development to work, and why the landlords are told they are unable to improve their properties as they want.

Cindy Nebel, 1100 Phillips Street, is in agreement that there is a need for good housing for students, the location is good, but has concerns for the large five bedroom units, parking including visitor space parking, and the large amount of people residing in one area.

Cathy Dugan, 615 Sommers Street, is pleased with the opportunity for student housing, feels this is encouraging for rentals to return to single family homes, and the first floor parking. She did have concerns about the lack of green space, the number of stories and small windows, and how it would change the character of the area.

Jeff May, 21 Oakcrest, stated his concerns were this project was not a long term job producing project, putting a business label on this project and disregard the standards that our city requires to have these residents is unfair to everyone, parking is already an issue, this will adversely affect the liability of maintaining the other properties, and is against this project.

Mary Ann Laszewski, 1209 Wisconsin Street, feels we do not need to subsidize parking or grant a parking change for this request. We need to take ownership and monitor of our current housing stock. She does not see the economic benefit to the north side, the plan presented is just a conceptual layout, and is against this project.

Paul Wachowiak, 1620 Meadow View Lane, asked the commission to deny this request, due to the parking not being sufficient, too dense of population, and not being a service to our students.

Rich Sommer, 4224 Janick Circle, cited several facts regarding census data, Wisconsin public school enrollment, Wisconsin high school graduation history, new construction of apartment unit data, Portage County population, University of Wisconsin Stevens Point population, and the number of jobs in Portage County. He is against this project.

Henry Kroger, 3200 Water Street, feels the students can't wait to get out of the dorms, they need more green area, and they don't deserve to live in this small of area. He requested the commission to deny this project.

Barb Jacob, 1616 Depot Street, has concerns this development is too big for the area, feels the community and commission need to know the plan from the beginning to end including the financing, and that the commission is not getting the whole picture.

Mildred Neville, 1709 Jefferson Street, stated her concerns regarding the development and timeline of CCFS Group LLC, the guidelines to the application process, the large amount of people in a small space, and a lack of time for the public to look into the information presented. She feels this does not support a good quality of life for the students, that this project is set up to fail, and is against this project.

Director Ostrowski responded regarding the application stating that the applications are created by staff and are created to allow us the time needed to properly review and notice the items. In terms of the height requirement, the only reason the Plan Commission reviews this is because of the use being a conditional use. If it was permitted within that district, they would be allowed to go up to 125 feet, which is nearly double of the proposed plan. In 2008, the setback requirements were recommended by Plan Commission and confirmed by Common Council to change in TID 5 to encourage density, height, and closeness to the street, which is what this project does. Regarding the survey done within the staff report and vacancy rates, it is census data and those are their numbers. With other vacancy rates, the university suites are 100% full and the total occupancy rate at the residence halls are at 102%.

Mayor Halverson explained there is no question that the university's pressure, specifically on campus housing is going up and they are looking to construct new residential facilities for on campus housing. When looking only at graduation rates and assuming student population from a DPI perspective, you are missing the point that enrollment standards and the management plan that the university is looking at will now swell the university's population here above 10,000. The other thing that needs to be discussed is the university's interest in this property. They have expressed multiple times that they are interested in continuing to acquire just about any parcel they can get. Students are living all over the place, including Plover and they are living in multifamily zoned districts that do not require a conditional use review and ours does, which means it can be more stringent and we can look at more variables. We have statistics that are valid in that the single largest property management company, Candlewood, having a vacancy rate last year of 2% and this year 1.03%, with management of over 800 units. The reference that the market is going to take care of construction costs, it will on very inexpensive land. The financial part is up to the Common Council, but from a planning point of view this is the kind of project we want to encourage.

Director Ostrowski explained this provides the students an option for living, if they choose not to, that is up to them. This project promotes density, which is what was wanted in this area. As far as the size, there are a number of multi-story buildings next to single story homes. The only reason we have a chance to review is because it is a conditional use.

Mayor Halverson also explained the CCFS Group, LLC concerns; we were given that name as the LLC that would be provided, that was the name of the LLC that was disclosed on the agenda properly and correctly for the Finance Committee. When we were pushed by the media, which we acknowledge immediately that it was not specific enough, we released the names of the principals and the partners that have remained unchanged for the LLC that was finally created once that ownership group was solidified. That was an error on our part; we did not release it with a broad enough brush. We are not trying to hide anything, but we do need to preserve negotiations.

Motion by Commissioner Patton to approve the request from CCFS Group, LLC for a conditional use permit to construct an approximate 40-unit apartment building, using the "B-TID5" Tax Incremental District 5 standards, at 209 Division Street (Parcel ID 2408-29-4002-03) with the following conditions:

- All applicable building permits shall be obtained.
- A recreational impact fee (currently calculated at \$100.00 per unit) must be paid prior to the issuance of a building permit.
- The applicant must secure an annual multiple-family dwelling license.

- **Fire connections shall be installed within each stairwell.**
- **A stormwater plan shall be submitted and reviewed by the Utilities Department and Public Works Department.**
- **A photometric plan shall be submitted by the developer to be reviewed and approved by the Community Development Department.**
- **Snow shall be removed from the site or stored in a location that does not impact drainage facilities, cause vision obstructions, or reduce parking spaces.**
- **The other two elevations (south and east) shall be of similar design materials, and color to those of the north and west.**
- **Minor changes to the plans, which still meet all applicable ordinance requirements, shall be allowed to be approved by staff.**
- **Changes to interior layouts, number of units, and number of bedrooms, which still meet all applicable ordinance requirements, shall be allowed to be approved by staff.**

seconded by Mayor Halverson.

Commissioner Cooper asked about the rectangular strip of land to the north of the university parking lot, and if it is that owned by the university, to which Director Ostrowski stated yes. He then stated it would be great to see this company work with the university to get pedestrian access, which was agreed to by Mayor Halverson. Mr. Cooper continued stating that he does not think this is a bad project in itself, but cannot vote to approve it tonight is because it is not a final plan, and even if it was, he does not like the staff recommendation of “Changes to interior layouts, number of units, and number of bedrooms, which still meet all applicable ordinance requirements, shall be allowed to be approved by staff.” He thinks any changes especially in number of units and beds has got to come back to Plan Commission. Director Ostrowski said a lot of times we won’t have interior layouts in multifamily, what he is looking at doing is providing the best mix that they can do within the internal structure, whether that is making more three bedrooms, or more five bedrooms. If you want to put a cap on the number of students in that facility, please do so, you can do that and interior layouts change frequently as they go through the architectural process. Commissioner Cooper stated he understands that, but that also affects parking and feels the parking is grossly underestimated.

Commissioner Hoppe asked if this could be tabled until January as he would feel more comfortable that way as well, to which Mayor Halverson stated it could be. Commissioner Patton added it is just a recommendation to the Common Council for December 16th, to which Mayor Halverson stated the Council would still be taking it up, the public hearing has been properly noticed. Commissioner Hoppe stated he liked the project, and the Council will have to deal with some of the other issues regarding financing, and he likes the overall thought and idea behind it; there is a demand and will be for a unique group of students.

Motion carried 5-2, with Commissioner Cooper and Alderperson Moore voting in the negative.

8. Adjourn.

Meeting Adjourned 9:44 PM.

City of Stevens Point – Department of Community Development

To: Plan Commission
From: Plan Staff
CC:
Date: 12/23/2013
Re:

- Request from the City of Stevens Point to amend the Official Street Map to widen Maria Drive by approximately 33 feet. Such area starts approximately at the intersection with North Second Street and continues west to its intersection with First Street.
- Relocation Orders for 100 and 104 Second Street North and Relocation Map for Maria Drive at Second Street North.

The City is looking to acquire the former Mickey's property, along with approximately 10 feet of Kent's Service Center property to widen the section of Maria Avenue from Second Street and First Street. The intent of this acquisition and widening of the street is to address safety concerns at this intersection.

The area to be widened is described on the attached ordinance amendment.

In addition to making a recommendation to amend the Official Street Map, the Plan Commission needs to make a recommendation on authorizing the relocation orders for 100 and 104 Second Street North. This would involve the acquisition of the entire or part of the properties and then using the acquired area for right-of-way purposes.

Staff would recommend approval of both items.

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE
OF THE CITY OF STEVENS POINT**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That the Official Street Map and Extraterritorial Street Map of the City of Stevens Point be amended by adding the following described street:

Maria Drive

Widening that part of Maria Drive to 33 feet north of and parallel with the following described reference line from its intersection with First Street North to its intersection with Second Street North more particularly described as follows and depicted on attached Exhibit "A":

That part of Lot One of Portage County Certified Survey Map Number 2612-9-170 and being part of the Southwest Quarter of the Northwest Quarter of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin described as follows:

Commencing at the west quarter corner of said Section 29; thence North 89 degrees 46 minutes 41 seconds East along the east-west quarter line of said Section 29 a distance of 880.09 feet to its intersection with the center line of First Street North and the point of beginning of said reference line; thence continuing North 89 degrees 46 minutes 41 seconds East along said quarter line 247 feet to its intersection with the center line of Second Street North and there terminating.

SECTION II: The City Clerk shall file a copy of the ordinance with the Register of Deeds of Portage County, Wisconsin.

SECTION III: This ordinance shall take effect upon passage and publication.

APPROVED: _____
Andrew Halverson, Mayor

ATTEST: _____
John Moe, City Clerk

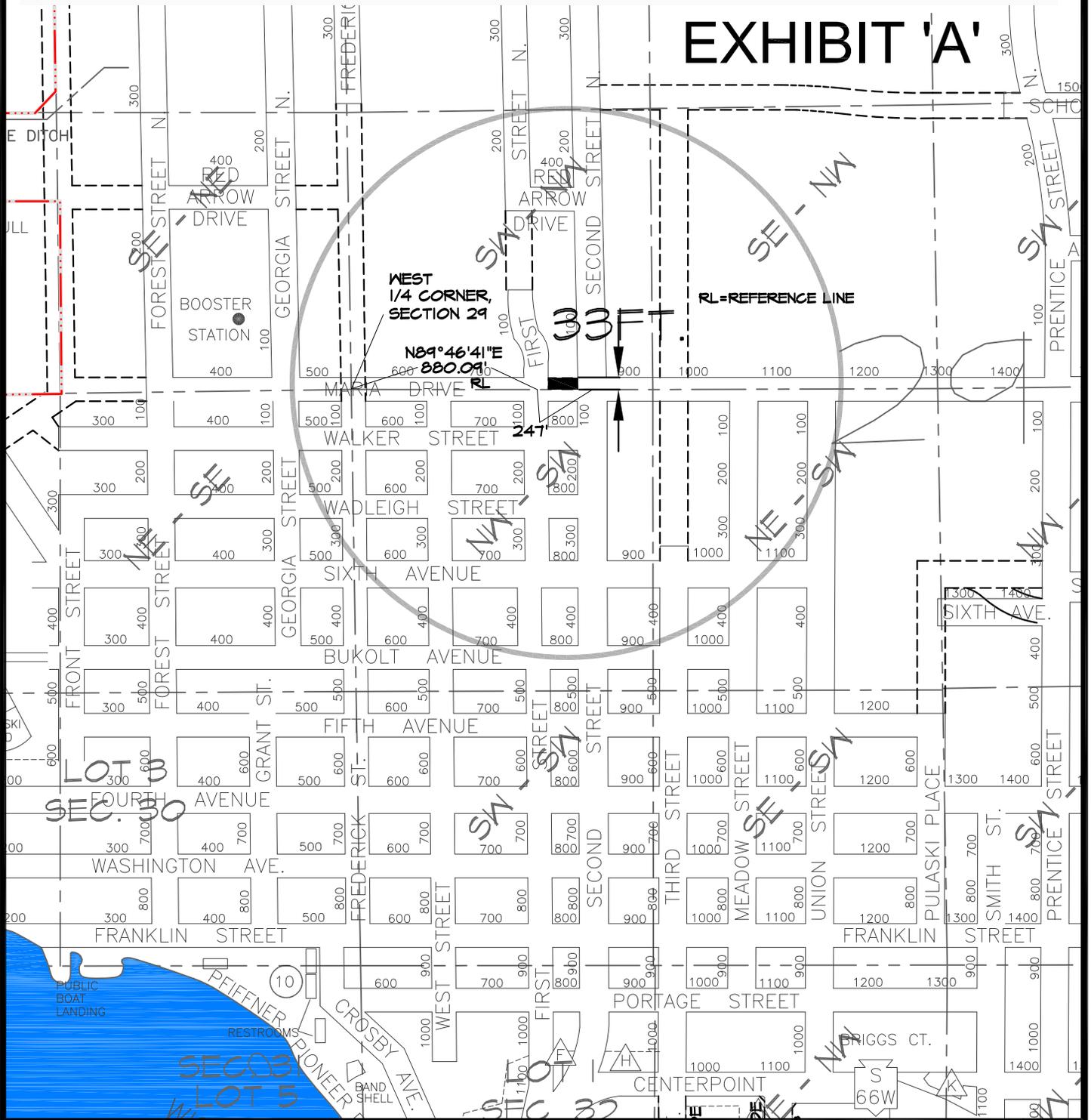
Dated: December 12, 2013
Passed:
Published:

RETURN TO: Stevens Point City Clerk
Drafted by J. Hild, City Engineering

OFFICIAL STREET MAP AMMENDMENT MARIA DRIVE

12/12/2013

EXHIBIT 'A'





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: Plan Staff
 CC:
 Date: 12/30/2013
 Re: Amend the ground lease and property use agreement between the City of Stevens Point and the Boys & Girls Club of Portage County, Inc. for the property located at **2442 Sims Avenue and 933 Michigan Avenue (Parcel ID 2408-33-2001-05)**.

Back in May the Common Council approved a ground lease and property agreement with the Boys & Girls Club of Portage County (Club). When this agreement was discussed the plan was for the Club to raze the north wing of the Recreation Center and construct an addition onto the Recreation Center, which would connect to the south wing of the MSTC building. The Club would then occupy the south wing of the MSTC building, with the rest of the MSTC building being utilized by another use. In addition, the Club would construct another wing onto the west side of the Recreation Center and use this space as well. Please see the attached previous plan.

Since then, the Club has modified their plans and they now would like to get approval from the City to occupy a different area. They would like to get this approval to start their fundraising campaign. The Club will still need to get a conditional use permit to occupy the facility, and will need to submit appropriate plans at that time. The area that they would like to occupy is described on the attached plan. The new plan does not connect the MSTC building and the Recreation Center, but instead adds additional area to the east.

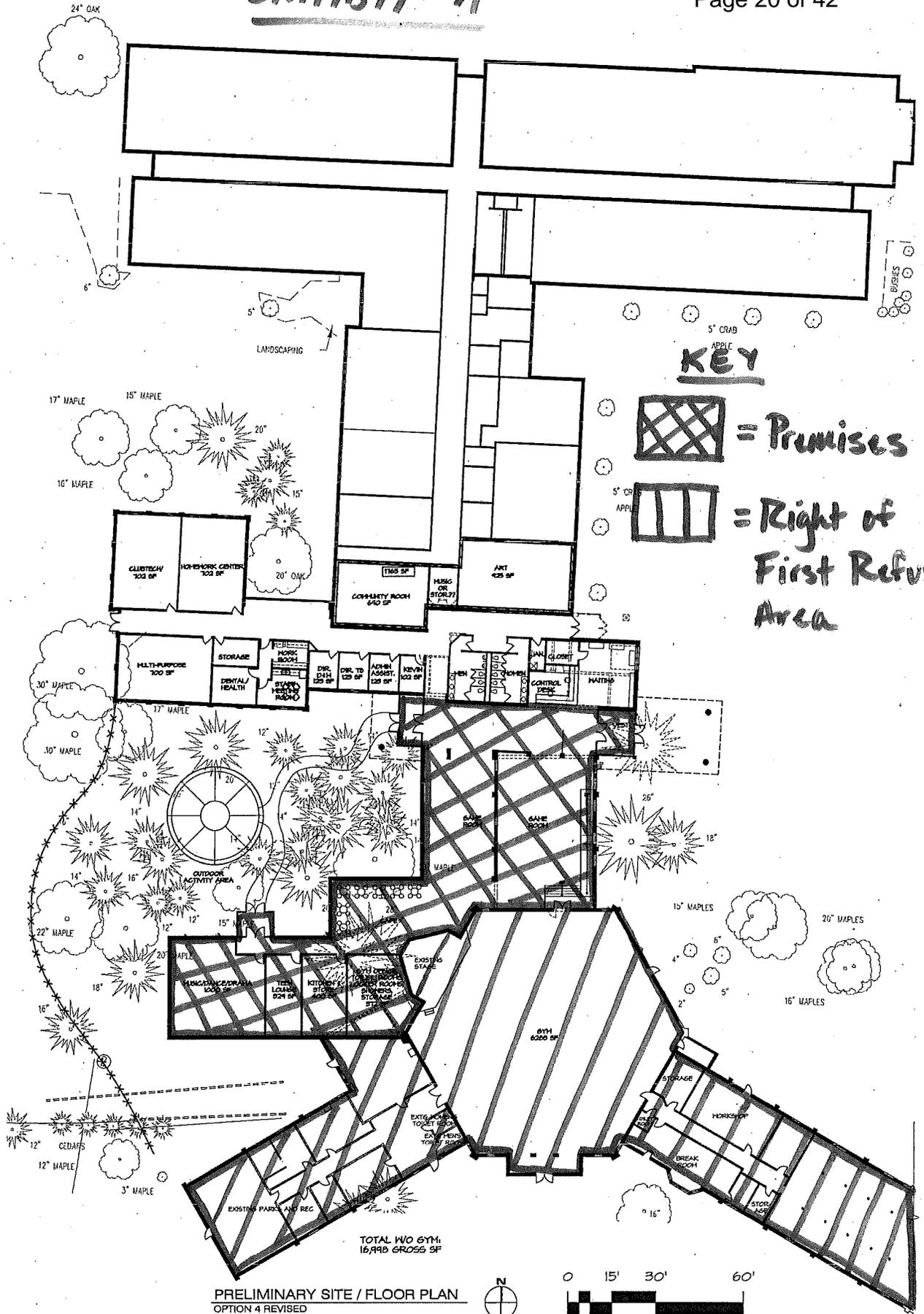
The original footprint that was approved in the original ground lease agreement is no longer valid and must be changed. Therefore, the city would need to modify Exhibit A of the agreement with these new changes.

Staff from several departments has reviewed the new proposal and would make the following recommendations as it relates to proposed plan:

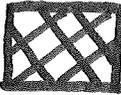
- The existing fence shall be relocated to fully enclose the Parks Departments storage area.
- All costs associate with redesigning the outside storage area shall be borne by the Boys and Girls Club of Portage County, to include but not limited to: moving/installing a new fence/gate, tree removal, blacktop surface, and power pole relocation (if needed).
- All costs associated with the moving/replacing HVAC to the gym and fiber optics to the building shall be borne by the Boys and Girls Club of Portage County.

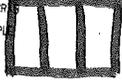
- The locker room area for gym users shall be accessible for the public to use during non-club hours, and therefore, situated without having to enter the Boys and Girls Club wing.
- Storage space currently utilized by the Parks Department shall be relocated to an area accessible through the gym or the east and west wings.
- The change will need to meet all building code requirements, including proper exiting.

It is important to note that that the commission will only be approving the amendment of the ground lease and property use agreement specifically relating to the building addition footprint. Interior plans may change. Final designs will still need approval from various other City committees.



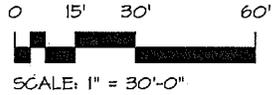
KEY

 = Premises

 = Right of First Refusal Area

TOTAL WO GYM:
16,998 GROSS SF

PRELIMINARY SITE / FLOOR PLAN
OPTION 4 REVISED

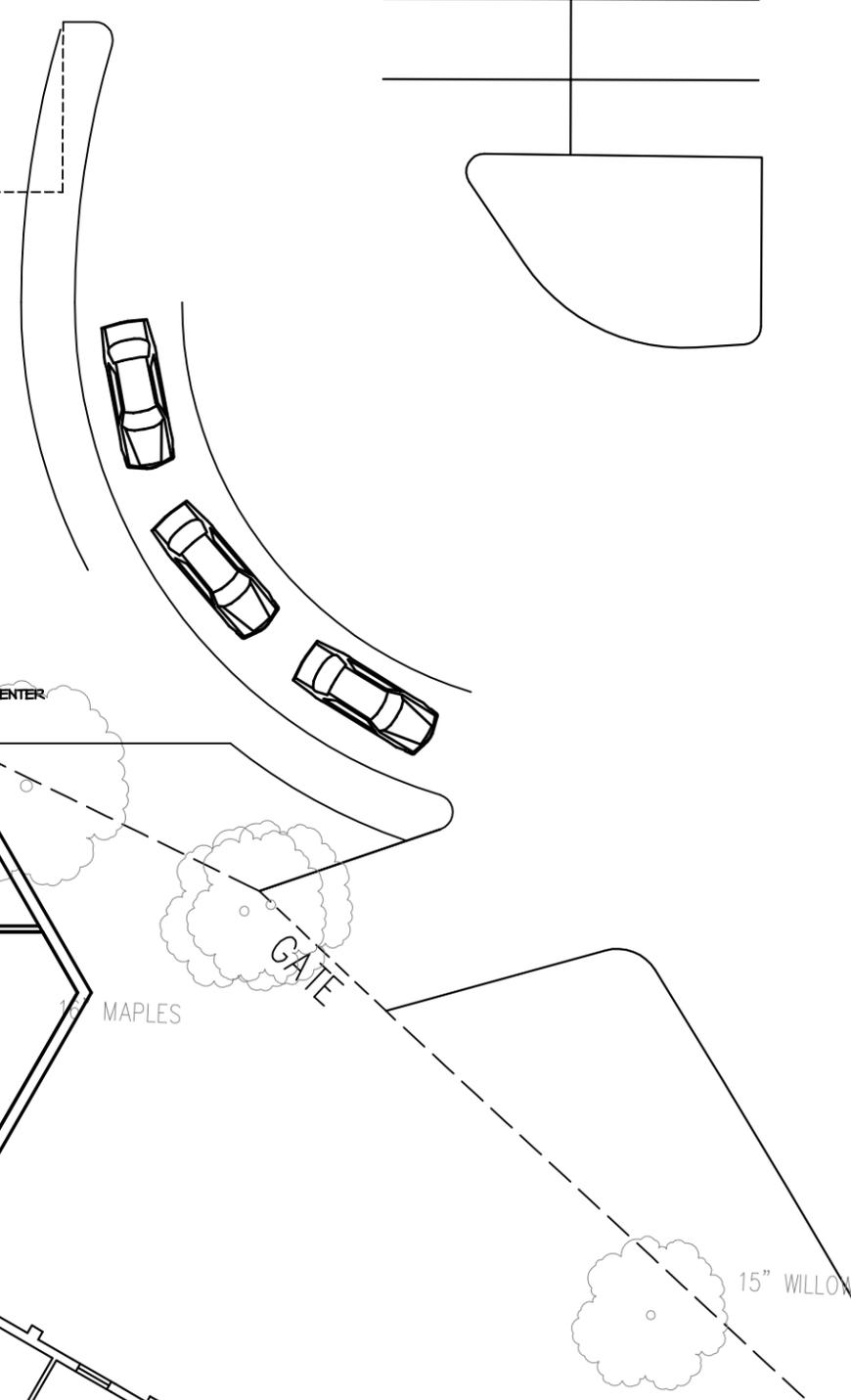
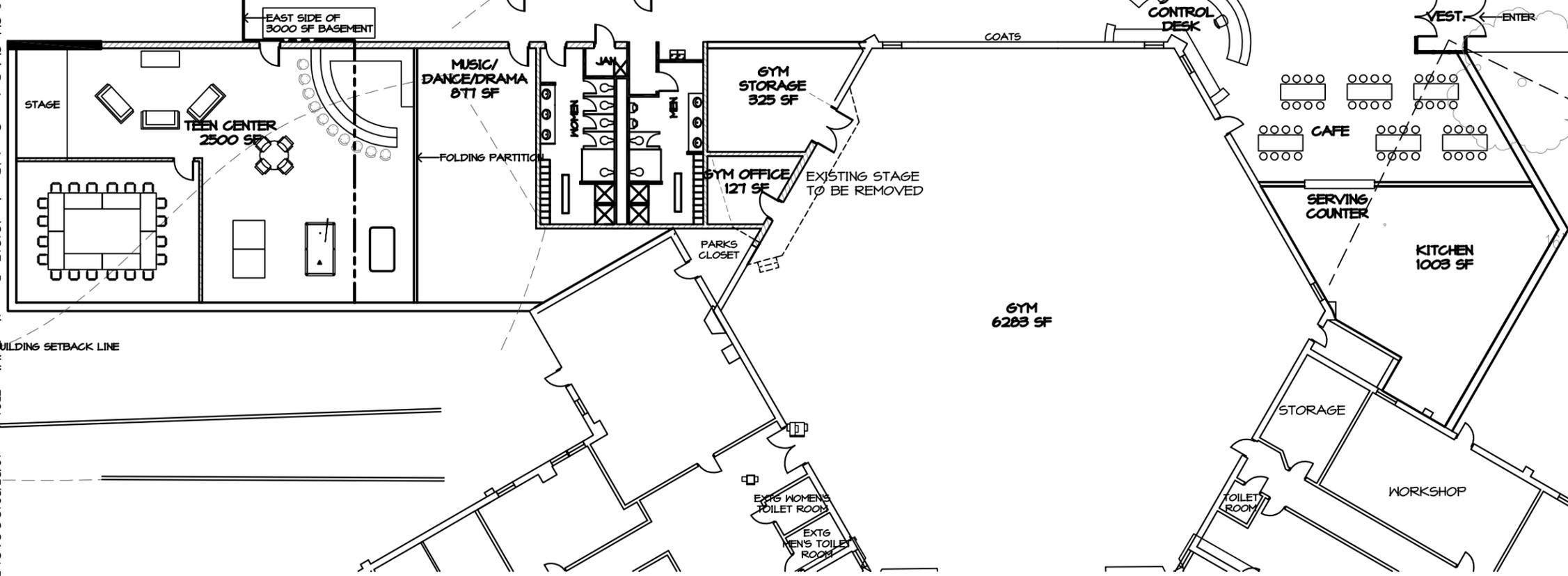
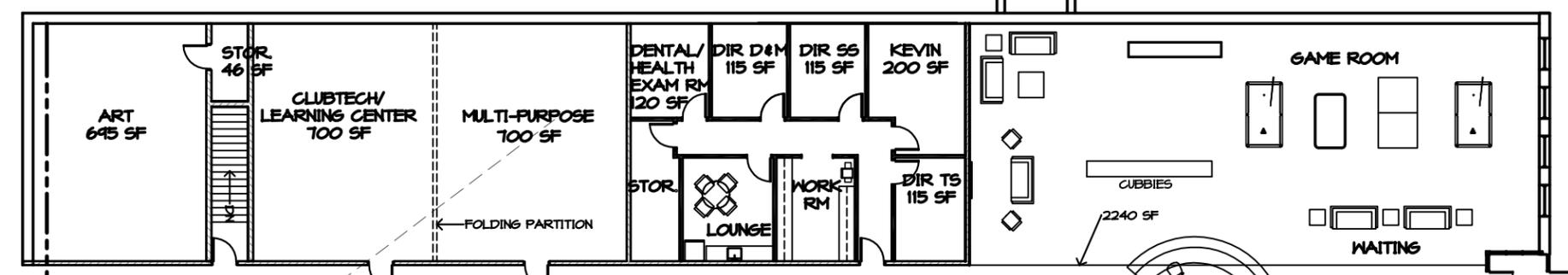
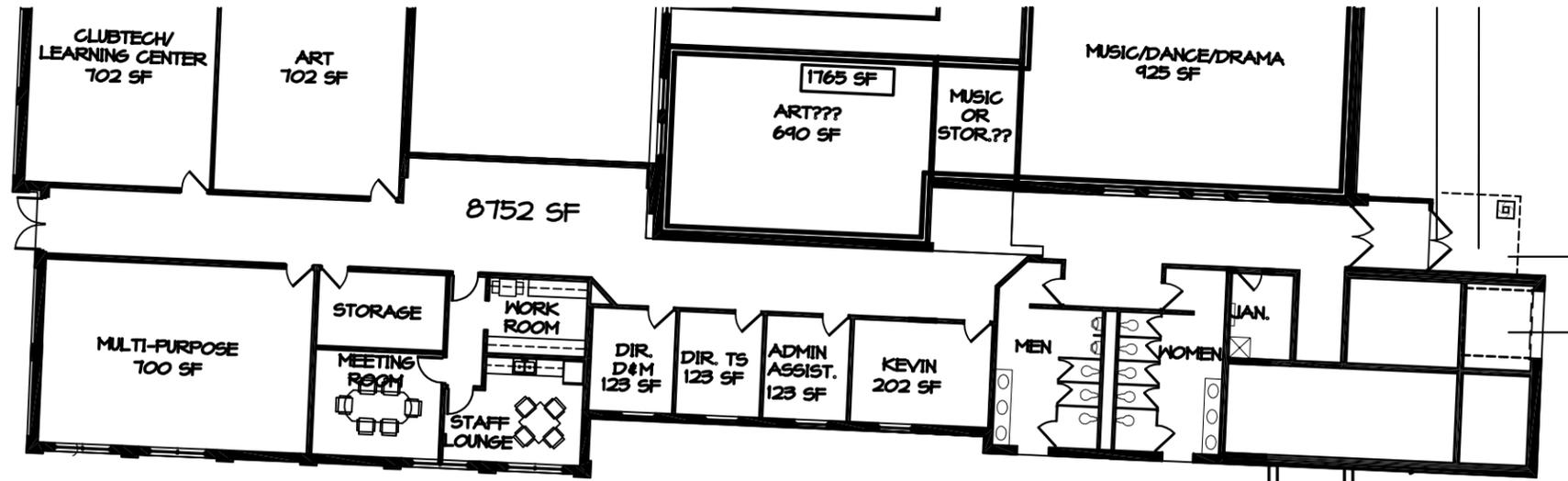


BOYS AND GIRLS CLUB
PORTAGE COUNTY
STEVENS POINT, WI
REVISED FEBRUARY 5, 2013



8

18



PA121217 - Boys & Girls Club Portage County Drawings\21217 - Recreation Building FP01.dwg, 10/25/2013 2:34:31 PM

Administrative Staff Report

Stevens Point Area High School
 Conditional Use - Constructing a Educational /
 Community Center
 1201 Northpoint Drive
 January 6, 2014



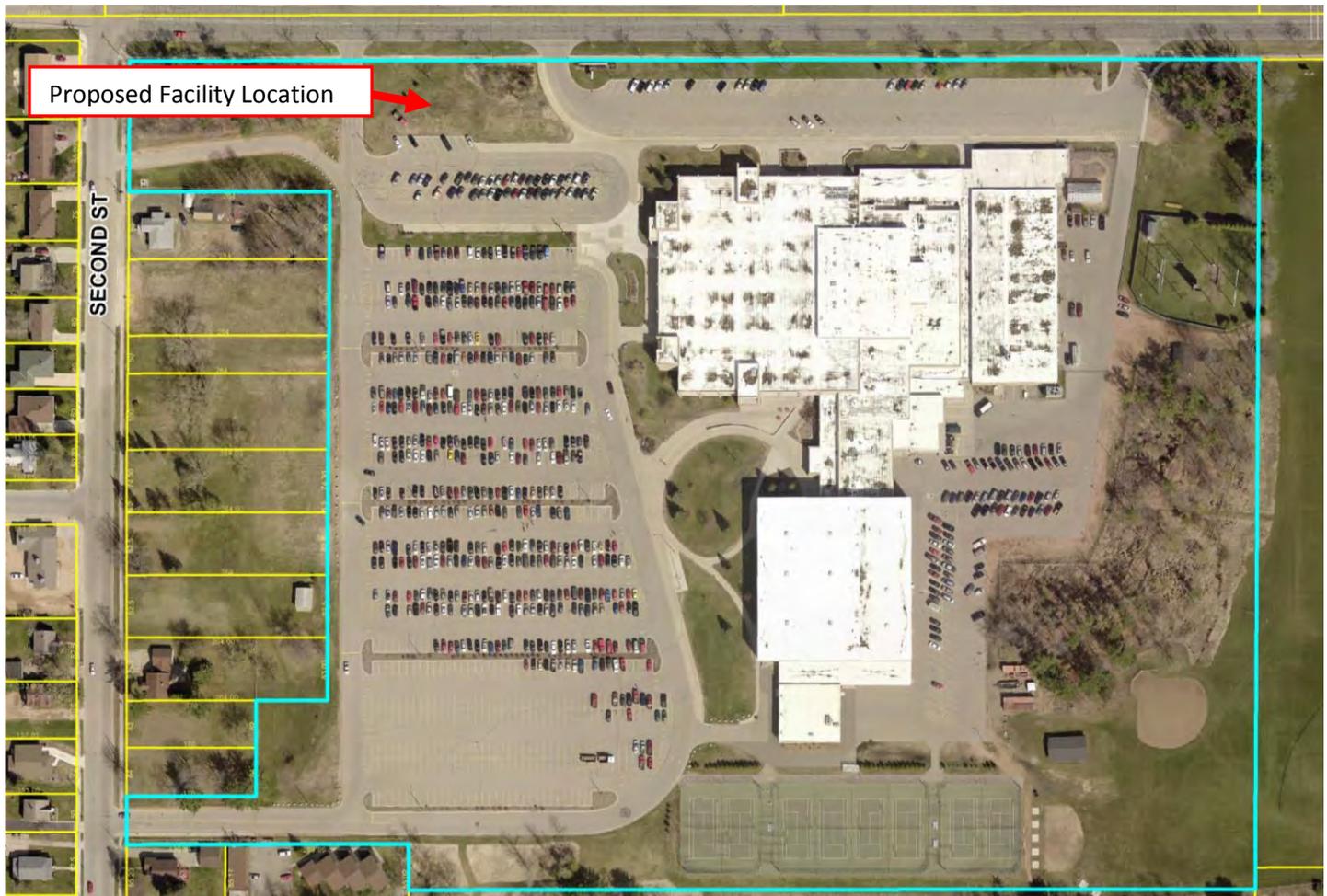
Department of Community Development
 1515 Strongs Avenue, Stevens Point, WI 54481
 Ph: (715) 346-1568 - Fax: (715) 346-1498

<p>Applicant(s):</p> <ul style="list-style-type: none"> • Jim Lundberg, Point of Beginning Inc. • Stevens Point Area School District <p>Staff:</p> <ul style="list-style-type: none"> • Michael Ostrowski, Director mostrowski@stevenspoint.com • Kyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> • 2408-29-2100-21 <p>Zone(s):</p> <ul style="list-style-type: none"> • R-2 Single Family Residence 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: 2408-29-2100-08</p> <ul style="list-style-type: none"> • Actual Frontage: 1,720 feet • Effective Depth: 1,091 feet • Square Footage: 1,398,699 • Acreage: 32.1 <p>Current Use:</p> <ul style="list-style-type: none"> • Institutional / Government (High School) <p>Applicable Regulations:</p>	<p>Request</p> <p>Request from Point of Beginning, Inc, representing the Stevens Point Area School District for a conditional use permit for the purposes of constructing an educational/community center, Life Skills Center, at the Stevens Point Area High School, 1201 Northpoint Drive (Parcel ID 2408-29-2100-21).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> • Parcel Data Sheet • Exhibit Map • Application • Site Plan <p>Findings of Fact</p> <ul style="list-style-type: none"> • A 3,030 square foot educational / community center is proposed on the property. • The facility will be constructed on the same property as the high school, under the ownership of the Stevens Point Area School District. • The property is currently zoned R-2 Single Family Residence and is utilized as an institutional use. • The proposed use is a conditional use within the district. • Conditional use permits must be approved by the common council, with a prior recommendation by the plan commission. <p>Staff Recommendation</p> <p>Approve, subject to the following condition(s):</p> <ul style="list-style-type: none"> • All building codes shall be met and building permits obtained. • Accessible parking stalls shall be installed within the parking area directly south of the facility. • A lighting plan shall be submitted, to be reviewed and approved by the Community Development Department. • The applicant shall re-submit renderings that include additional architectural elements and materials that better compliment the site and surrounding facility. These plans shall be reviewed by the Plan Commission and approved by the Common Council. • The building's main façade, or a more prominent façade, shall face Northpoint Drive and incorporate additional architectural design elements.
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- 30, 23.01(16), and 23.02(1)(b)

- If refuse containers are to be provided for this facility, the screening materials shall be those that complement the main materials of the exterior façade of the facility.
- An updated landscaping plan shall be submitted, providing additional screening in the form of trees and shrubbery. Such plan shall be reviewed by the Plan Commission and approved by the Common Council.
- Minor modifications to the design and site plan can be approved by staff.

Vicinity Map



Background

The Stevens Point Area School District is requesting to construct an approximate 3,030 square foot educational / community center on the above identified property. It will primarily be utilized by students and staff of the nearby high school where life skills courses will be taught. A few outreach programs, "Threads of Kindness" and "Blue Light Café" will be operated out of the facility as well. Please see the attached narrative describing the Life Skills Center and programs further.

The primary use on the property is a high school which fronts on Northpoint Drive. The majority of parking for the site currently exists on the west side and north side of the property. The proposed building will also front on Northpoint Drive, and utilize existing parking.

It should be noted that the high school currently utilizes apartments across Northpoint Drive for this use.

Standards of Review

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

Analysis: The use is established in the "R-2" Single Family Residence District. Under Chapter 125.68 of the Wisconsin State Statutes, no permit to sell alcoholic beverages may be issued for premises where the main entrance of which is less than 300 feet from the main entrance of a public or parochial school. The Common Council can waive this requirement.

Apartments primarily exist across from the property on the north side of Northpoint Drive. Two single family homes also exist across and near the proposed facility.

Findings: The proposed use is not in conflict with the surrounding area, as an institutional use currently exists on the property. Furthermore, the main entrance from the proposed Life Skills Center is over 300 feet from the main entrance of the nearest bar/tavern (see attachments). Students will no longer be crossing Northpoint Drive regularly to use the existing rental apartment, but instead can utilize existing sidewalk to traverse to the proposed facility on-site, creating a safer environment.

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. A bar/tavern exists directly west of the property.

Findings: The proposed use will not be injurious to uses that exist in the district 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 that the facility is affiliated with. Furthermore, it can act somewhat as a buffer between dense residential uses.

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. An institutional use has existed on the property for decades. Vacant property exists to the southwest, however it is owned by the Stevens Point Area School District.

Findings: Staff has a concern that the proposed structure may not fit with the surrounding buildings. The existing intense institutional use incorporates a very large masonry building, whereas, the proposed facility mimics a small residential structure. Furthermore, its proposed location is near the main entrance of the property which may be at variance with the main school building. The proposed building will give the appearance of a single family home placed along the frontage of the extremely large high school. Staff understands the reasons for building separation and location; however, there is concern with the placement of the building and its architectural compatibility. This will be discussed in standards below.

- 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. The proposed building will resemble a single family home; comprised of shingles, partial masonry façade, a stone chimney, as well as, other residential features. Furthermore, it is 1-story tall and has a main entrance facing south, with the rear of the facility facing the Northpoint Drive.

Findings: The proposed building design does not really fit this part of the neighborhood. The existing high school is constructed out of very dissimilar materials and at a much larger scale. As the proposed facility is located on the same property as the high school, staff feels materials and architecture should mirror those found on the school, or at least provide additional architectural elements. The school is distinctly different than the surrounding residential uses and should maintain that character, especially near the school's main entrance. A feeling of separation from the school by the students utilizing the facility can still be achieved if like institutional materials are used, as the interior of the building can still mimic a residence. Therefore, staff would recommend that the applicant re-submit renderings to be approved using similar architectural elements and materials found on the school, or ones that better complement the area. Additionally, staff would recommend the building's main façade, or a more prominent façade face Northpoint Drive.

Also, in order to create a more appealing and matching environment to the nearby high school, staff would recommend the installation of additional trees and landscaping around the facility.

- 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 Northpoint Drive to adequately access the site. Furthermore, access can also occur off of North Second Street. No changes in access are proposed.

Findings: Students will most likely travel to the facility via the existing sidewalk that leads from the school's main northern entrance west to the proposed facility. A separated parking area currently exists south of the proposed facility and is utilized primarily for student drop-off, pick-up, and by staff. Student parking for the entire school occurs much further south in the large parking lot. Parking is required per Section 23.01(14): Off-Street Parking Area Required of the Zoning Ordinance.

Section 14(c)(3)

Required Parking Ratios

Schools

Additions to existing schools

3-year high school

4-year high school

To be established by the Common Council

9.5 per classroom

7.5 per classroom

The use affiliation of this facility with the nearby school owned and operated by the Stevens Point Area School District, makes an addition an accessory use, thereby allowing parking requirements to be established by Common Council. Vehicular traffic to and from the site will occur primarily off of Northpoint Drive. Increase in vehicular traffic should be minor. During daytime hours, delivery trucks may access the site, and during scheduled times certain programs will warrant additional vehicles. For example, when the Blue Light Café offers dining to the public additional vehicles will access the site. However, this is likely to occur during times when school is not in session, allowing for adequate parking accommodations.

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 Residence District. 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 the R-2 district 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 an approximate 3,030 square foot educational facility on a developed parcel with a similar use. The proposed parking area is existing and somewhat screened.

Findings: The Common Council can grant a conditional use permit for an institutional type use. Screening requirements must be met per Chapter 23.01(14). If certain parking requirements are waived by the Common Council certain screening requirements may not be pertinent. All other applicable regulations of the district are met, such as setbacks, lot width, etc.

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 via Northpoint Drive and Second Street. As the proposed facility fronts Northpoint Drive, access to the site particularly for the facility is anticipated from Northpoint Drive. Parking for the

majority of the property occurs on the west side of the property, with smaller lots surrounding the high school. Currently, students are traveling across Northpoint Drive to access a rented apartment for Life Skills courses.

Findings: Vehicle traffic to the site will primarily be for maintenance purposes or delivery. Occasional programs within the facility will draw additional vehicles, however during times when school is out of session. Staff would recommend accessible parking stalls be provided south of the facility in the nearest paved area. Student travel across Northpoint Drive will be eliminated with the construction of the facility. Furthermore, students can utilize existing sidewalks and do not have to traverse through the parking lot, unlike the last plan that was submitted.

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 or near 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 or mechanical equipment are permanently placed outdoors they shall be screened with a barrier and landscaping.

- 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: Staff would recommend a lighting plan be submitted to be reviewed by staff.

- 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

In summary, staff would recommend approving the conditional use request with the conditions above. The primary concern of staff is that the small 3,000 square foot building will look out-of-place in comparison to the surrounding neighborhood. As the high school is such a large building with vast amounts of parking, the proposed residential type facility may negatively affect the aesthetics of the neighborhood, primarily due to its size, make-up, and location. The staff concerns above can be alleviated somewhat with architectural design changes and material changes, along with, increased landscaping.

Name and Address	Parcel #	Alt Parcel #
Stevens Point Area Public School District 1900 Polk St Stevens Point, WI 54481	240829210021	240829210021
	Property Address	
	1201 North Point Dr	
Display Note		

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type

PERMITS

Date	Number	Amount	Purpose	Note
5/29/2012	12-0334	\$7,200	110 Storage Bldg/Shed/Gazebo	26 x 32 shed
5/24/2010	37037	\$140,846	020 Electrical	new fire alarm
5/18/2010	37064	\$327,744	003 Addition	elevator addition
10/2/2009	36603	\$0	020 Electrical	
10/2/2009	36603	\$2,500	110 Storage Bldg/Shed/Gazebo	24' x 48' shed
9/21/2009	36594	\$492,805	003 Addition	Fitness Center

2013 ASSESSED VALUE

Class	Land	Improvements	Total
X2-State Exempt	\$0	\$0	\$0
Total	\$0	\$0	\$0

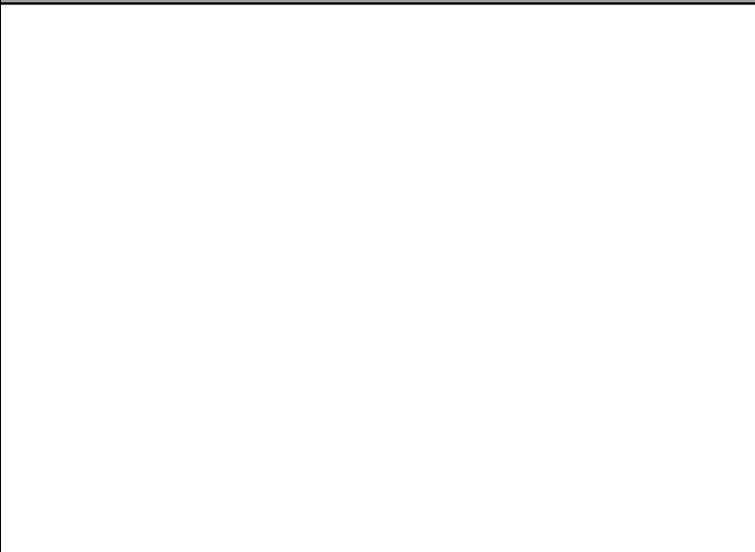
LEGAL DESCRIPTION

PRT NENW S29T24R8 COM SE COR 2ND ST.N&N POINT S171F E264F S669F W94F S126F W170F TO EL 2ND S64F E370F S61F E1121F MOL TO SEC/L N TO N POINT W ALG N POINT TO POB (SPASH) 452/428-89

PROPERTY IMAGE



PROPERTY SKETCH



	BERNAS				DR
281240829220001	TROY ZAGRZEBSKI	456 Second St N	Stevens Point, WI	54481	456 N SECOND ST
281240829120008	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk St	Stevens Point, WI	54481	0 NORTHPOINT DR
281240829210021	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk St	Stevens Point, WI	54481	1201 NORTHPOINT DR
281240829220018	GEORGE J JR & JILL M LA MAIDE	448 Second St N	Stevens Point, WI	54481	448 N SECOND ST
281240829220017	CHARLOTTE KENOWSKI & JUDITH GRYWACZ	440 Second St N	Stevens Point, WI	54481	440 N SECOND ST
281240829210002	DEBRA R ZINDA	3416 Soo Marie Ave	Stevens Point, WI	54481	441 N SECOND ST
281240829220016	GEORGE G & T GLODOWSKI	432 Second St N	Stevens Point, WI	54481	432 N SECOND ST
281240829210003	DOROTHY RSCHULTZ	1217 Franklin St	Stevens Point, WI	54481	433 N SECOND ST
281240829220015	JOSEPH T SEUBERT	424 Second St N	Stevens Point, WI	54481	424 N SECOND ST
281240829210005	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk Street	Stevens Point, WI	54481	417 N SECOND ST
281240829210006	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk Street	Stevens Point, WI	54481	401 N SECOND ST
281240829210007	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk St	Stevens Point, WI	54481	349 N SECOND ST
281240829210008	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk St	Stevens Point, WI	54481	341 N SECOND ST
281240829220010	KELLY D CALLAWAY	340 Second St N	Stevens Point, WI	54481	340 N SECOND ST
281240829210009	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk Street	Stevens Point, WI	54481	333 N SECOND ST
281240829220057	DANNY MANOCK	2009 College Ave	Stevens Point, WI	54481	332 N SECOND ST
281240829210010	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk St	Stevens Point, WI	54481	325 N SECOND ST
281240829220058	AMANDA VALLEJO & ARMANDO V RIVERA	324 Second St North	Stevens Point, WI	54481	324 N SECOND ST
281240829220059	KRISTIE L ANDERSON	325 First St N	Stevens Point, WI	54481	325 N FIRST ST
281240829210011	STEVENS POINT AREA SCHOOL DISTRICT	1900 Polk St	Stevens Point, WI	54481	317 N SECOND ST
281240829220008	BRANDON S & APRIL M BROWN	316 SECOND ST N	Stevens Point, WI	54481	316 N SECOND ST
281240829220007	JACQUELINE E WYPYCH	308 Second St N	Stevens Point, WI	54481	308 N SECOND ST
281240829210026	BRILL INVESTMENTS LLP	PO Box 36	Hales Corners, WI	53130	305 N SECOND ST
281240829210025	JAMES A & CAROLYN M GREENLEE	309 Second St N	Stevens Point, WI	54481	309 N SECOND ST
281240829220006	DOUGLAS A & SUSAN M HINTZ	300 Second St N	Stevens Point, WI	54481	300 N SECOND ST
281240829210014	CHRISTOPHER J FIX	301 Second St N	Stevens Point, WI	54481	301 N SECOND ST
281240829240033	JOSEPH OF 3RD ORDER SISTERS OF ST	1300 Maria Dr	Stevens Point, WI	54481	0 MARIA DR
281240829240037	PRENTICE APARTMENTS LLC	19105 West Capitol Dr	Brookfield, WI	53045	232 N PRENTICE ST
281240829240002	BRILL INVESTMENTS LLP	PO Box 36	Hales Corners, WI	53130	283 N SECOND ST
281240829220014	AMANDA ZIMMERMAN & BENJAMIN M JUNCER	418 Second St North	Stevens Point, WI	54481	418 N SECOND ST
281240829220013	DIANE L MIELKE C/O ELMER JESKO	410 Second St N	Stevens Point, WI	54481	410 N SECOND ST
281240829220051	STEPHANIE FBAUBLIT	404 Second St N	Stevens Point, WI	54481	404 N SECOND ST
281240829220050	RICK J JUNK	800 John's Dr	Stevens Point, WI	54481	800 JOHN'S DR
281240829220055	CEDAR HAUS INN LLC	5816 Dewey Dr	Stevens Point, WI	54481	348 N SECOND ST
281240829220054	NHIA VANG	341 First St N	Stevens Point, WI	54481	341 N FIRST ST



City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
(715) 346-1567
(715) 346-1498
communitydevelopment@stevenspoint.com
http://stevenspoint.com

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

P# 1-55326
\$ 250
12/17/13

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted	12/16/13	Fee Required	250.00	Fee Paid	250.00
Associated Applications if Any	-	Assigned Case Manager					
Pre-Application Conference Date	-	Conditional Use Permit Request		Use <input checked="" type="checkbox"/> Amendment			

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	Stevens Point Area School District	Contact Name	
Address	1900 Polk Street	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-345-5444	Telephone	
Fax		Fax	
Email		Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name		Owner's Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
281240829210021		
Legal Description of Subject Property		
1201 North Point Drive		
Designated Future Land Use Category		Current Use of Property
Institutional		Institutional
Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
See Attached for Project Description.		

How will the proposed development reinforce the existing or planned character of the neighborhood? (Use additional pages if necessary)

See Attached.

Outline steps that will be taken to reduce any negative impacts on adjacent property. (Use additional pages if necessary)

The School has located the Life Skills Center strategically, to allow safe vehicular mobility through the existing parking lot, safe pedestrian routes to the facility, and they have provided acceptable distance from the adjacent taverns to follow local ordinance.

Current Zoning Surrounding Subject Property

North:	R4	South:	R2 & R3
East:	R2	West:	B4

Current Land Use Surrounding Subject Property

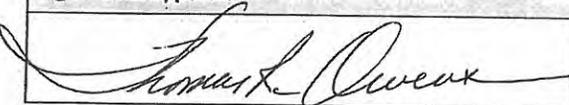
North:	Apartments/Multi-Family	South:	High School / Vacant Land South of H.S.
East:	Baseball Fields	West:	Business

EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any:
Letter to District Alderperson	<input type="checkbox"/>	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input checked="" type="checkbox"/>	
Site Plan (designating primary, side, and service street frontages)	<input checked="" type="checkbox"/>	
Building Elevations	<input checked="" type="checkbox"/>	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	<input type="checkbox"/>	
Street Plan with Cross-sections	<input type="checkbox"/>	
Utility Plan	<input type="checkbox"/>	
Landscape Plan (including any equivalent alternative landscaping requests)	<input checked="" type="checkbox"/>	
Stormwater Plan	<input type="checkbox"/>	
Outdoor Lighting Plan (location of fixtures, illumination levels)	<input type="checkbox"/>	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner's (If not the Applicant)	Date
	12/16/2013		

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.

REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION

ADDRESS OF PROPERTY: 1201 NORTH POINT DRIVE

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

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

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

OWNER/APPLICANT:

AGENT FOR OWNER/APPLICANT:

Name: STEVENS POINT AREA SCHOOL DISTRICT - DR. ATTILA J. WENINGER
 Address: 1900 POLK STREET
STEVENS POINT, WI 54481
 (City, State, Zip Code)

Name: POINT OF BEGINNING, INC. JIM LUNDBERG
 Address: 5709 WINDY DRIVE SUITE D
STEVENS POINT, WI 54482
 (City, State, Zip Code)

Telephone: 715-345-5444
 Cell Phone: _____

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


 Signature


 Signature

Scheduled Date of Plan Commission Meeting: JANUARY 6, 2014

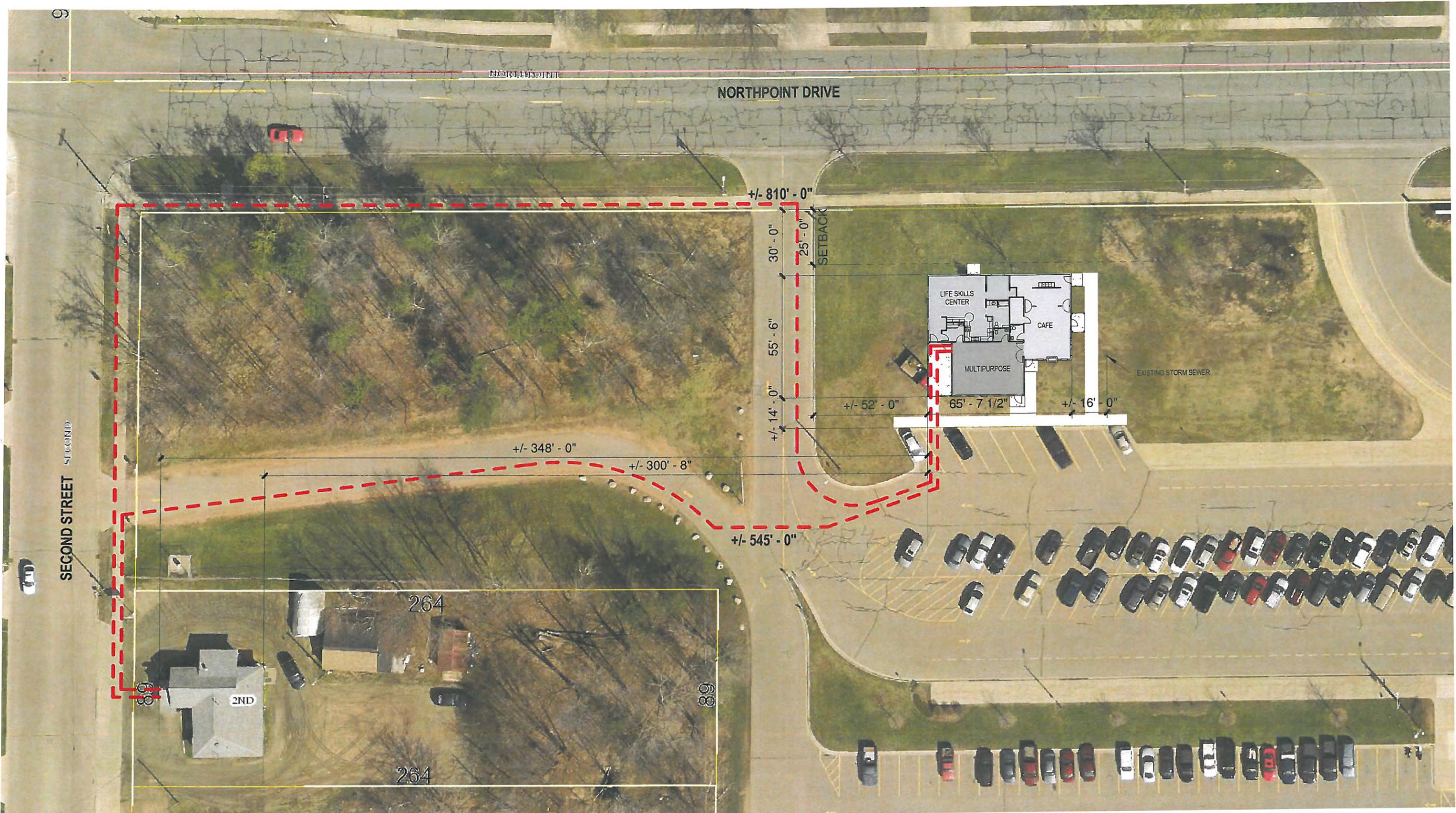
Scheduled Date of Common Council Meeting: JANUARY 20, 2014

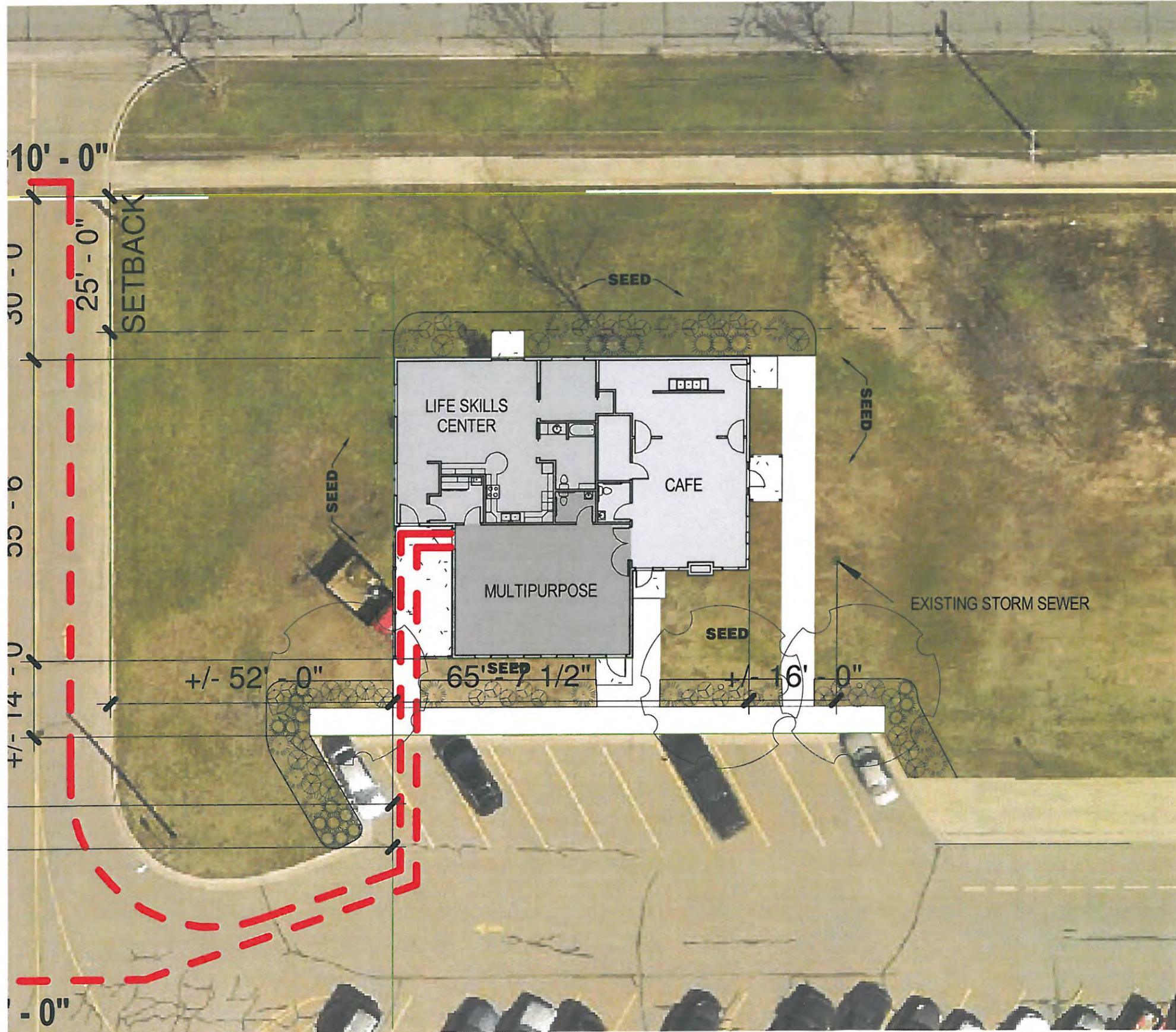
You, as the applicant, or your agent, shall attend the meeting and present your request.

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 # _____





GENERAL NOTES:

1. CONTACT DIGGER'S HOTLINE 3 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. 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.
3. SEED/FERTILIZE/CRIMP MAY MULCH ALL GENERAL LANDSCAPE AREAS DISTURBED DURING CONSTRUCTION.
4. ALL PLANT MATERIALS LISTED SHALL MEET THE STANDARDS OF THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION FOR THE SIZES GIVEN.
5. ALL TREES SHALL BE STAKED WITH A MINIMUM OF THREE STAKES.
6. EDG-KING LANDSCAPE EDGING OR EQUAL SHALL BE PLACED AROUND ALL LANDSCAPE BEDS.
7. 3" DEPTH SHREDED HARDWOOD BARK MULCH SHALL BE PLACED IN ALL SHRUB PLANTING BEDS. COLOR TO BE SELECTED BY OWNER.
8. FILTER FABRIC SHALL BE PLACED BENEATH ALL BARK MULCH.
9. COORDINATE ALL LANDSCAPE WORK WITH GAS, ELECTRIC, (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SERVICE) CABLE AND TELEPHONE CONSTRUCTION AND RESPECTIVE TRADES FOR THE INSTALLATION OF SAID UTILITIES.

PLANTING SYMBOLS:

-  DECIDUOUS CANOPY TREE = MINIMUM SIZE AT INSTALLATION IS TO BE 2 1/2" CALIPER.
-  MEDIUM DECIDUOUS SHRUB = MINIMUM SIZE AT INSTALLATION IS TO BE 20 INCHES, 3 GALLON CONT. TO MEET A MINIMUM HEIGHT OF 3'-4" AT MATURITY.
-  SMALL DECIDUOUS SHRUB = MINIMUM SIZE AT INSTALLATION IS TO BE 20 INCHES, 3 GALLON CONT. TO MEET A MINIMUM HEIGHT OF 2'-3" AT MATURITY.
-  MEDIUM EVERGREEN SHRUB = MINIMUM SIZE AT INSTALLATION IS TO BE 20 INCHES, 3 GALLON CONT. TO MEET A MINIMUM HEIGHT OF 3'-4" AT MATURITY.
-  SMALL EVERGREEN SHRUB = MINIMUM SIZE AT INSTALLATION IS TO BE 20 INCHES, 3 GALLON CONT. TO MEET A MINIMUM HEIGHT OF 1'-2" AT MATURITY.

LANDSCAPE REQUIREMENTS:

REQUIREMENT: ADD TREES AT MINIMUM RATE 1 TREE PER 40 LINEAL FEET PARKING AREA. 106 L.F. OF PARKING/50 = 3 REQUIRED PROPOSED: 3 TREES
REQUIREMENT: ADD SHRUBS AT MINIMUM RATE 1 SHRUB FOR EVERY 30 INCHES OF BUILDING FACADE. 66 L.F. BUILDING FACADE/30" = 27 SHRUBS REQUIRED PROPOSED: 27 SHRUBS
PERIMETER LANDSCAPING REQUIREMENT: 5' PARKING LOT PERIMETER LANDSCAPE BED. 1 SHRUB FOR EVERY 15 SQUARE FEET OF LANDSCAPED AREA = 326 S.F./15 = 22 SHRUBS REQUIRED PROPOSED: 23 SHRUBS

CHECKED: JIM LUNDBERG
 DRAWN: MELISSA KLOCK
 DATE: 12-16-13
 PROJECT NO.: 12.136

LANDSCAPE PLAN

LIFE SKILLS CENTER
 STEVENS POINT AREA SENIOR HIGH
 CITY OF STEVENS POINT
 PORTAGE COUNTY, WISCONSIN

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



LA-1

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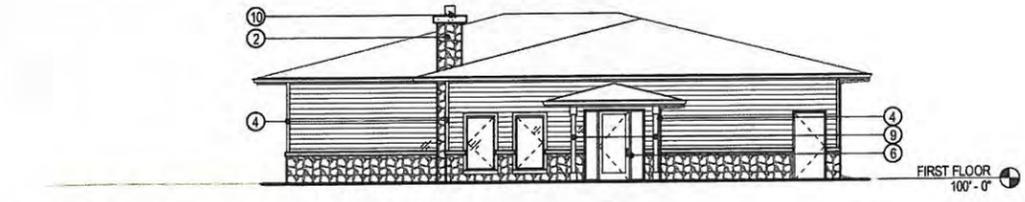
www.samuelsgroup.net
CORPORATE OFFICE
 311 Financial Way, Suite 300
 Wausau, WI 54401
 phone 715.842.2222
 fax 715.848.8088
WATERLOO, IOWA OFFICE
 313 E 5th Street
 Waterloo, IA 50703
 phone 319.232.6443
 fax 319.233.3191
DES MOINES, IOWA OFFICE
 317 6th Avenue, Suite 720
 Des Moines, IA 50309
 phone 515.288.0467
 fax 515.288.0471

HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND RESPONSIBLE CHARGE. I AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE TO WHICH THE AFFIXED STAMP REFERS.

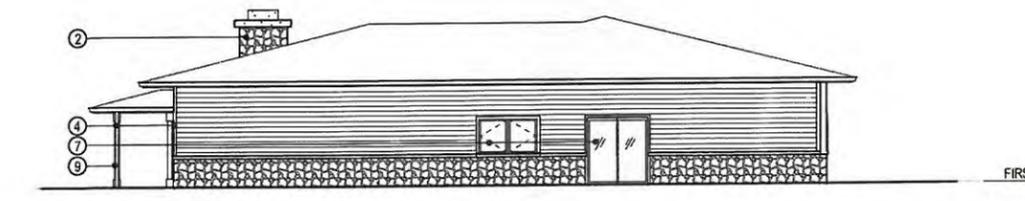
PRINTED OR TYPED NAME _____
 SIGNATURE _____ DATE _____

ISSUED FOR	DATE

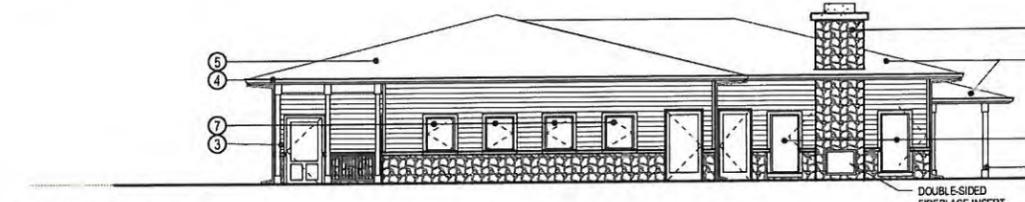
- one eighth inch = one foot
0 1 2 3 4 8
- one quarter inch = one foot
0 1 2 3 4
- three eighths inch = one foot
0 1 2 3 4
- one half inch = one foot
0 1 2
- one inch = one foot
0 1 2
- three quarters inch = one foot
0 1 2
- one and one half inch = one foot
0 3 6 9 1
- one inch = ten feet
0 5 10 15 20
- one inch = twenty feet
0 5 10 15 20 30 40
- one inch = fifty feet
0 10 25 50 100



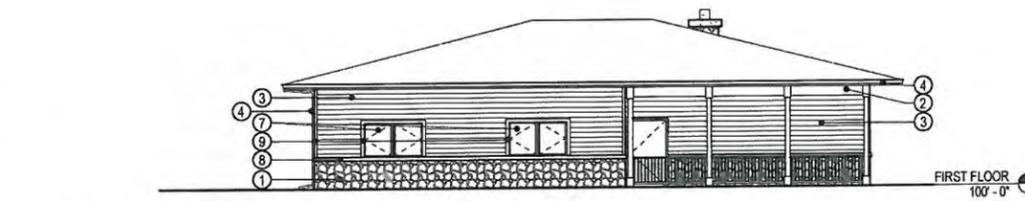
1 EAST ELEVATION
1/8" = 1'-0"



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



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



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

KEY TO EXTERIOR MATERIALS
1. ADHESIVE APPLIED MASONRY VENEER - TYP - SEE SPECIFICATIONS
2. VINYL TRIM - TYP - SEE SPECIFICATIONS
3. VINYL SIDING - TYP - SEE SPECIFICATIONS
4. PRE-FINISHED METAL FASCIA, GUTTERS, DOWNSPOUTS AND EXTENSIONS - TYP - SEE SPECIFICATIONS
5. ASPHALT SHINGLES - TYP - SEE SPECIFICATIONS
6. ALUMINUM ENTRANCE DOOR & WINDOW - SEE DOOR SCHEDULE
7. VINYL CLAD WINDOWS - TYP - SEE SPECIFICATIONS
8. PRECAST CONCRETE ACCENT BAND - TYP - SEE SPECIFICATIONS
9. CEDAR TRIM - STAIN
10. PRECAST CONCRETE CHIMNEY CAP

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.

LIFE SKILLS CENTER
STEVENS POINT AREA HIGH SCHOOL
STEVENS POINT SCHOOL DISTRICT
 341 N 2ND STREET
 STEVENS POINT, WI 54481

EXTERIOR ELEVATIONS
 WINDOW TYPES
 WINDOW DETAILS

DATE	2013-12-16
PROJECT NUMBER	6708D
DRAWN BY	JCS
CHECKED BY	JEJ
TIMESTAMP	12/16/2013 8:44:20 AM
© Copyright	2012

PRELIMINARY
NOT FOR CONSTRUCTION

A4.0



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: Plan Staff
 CC:
 Date: 12/30/2013
 Re: Public comment relating to the application by the City for Environmental Protection Agency (EPA) grant funds to assess brownfield sites throughout target areas of the City.

Last year, the City applied for the Environmental Protection Agency's (EPA) Community-Wide Assessment Grant. A total of \$400,000 was requested to assist in identifying Brownfield sites throughout the City and perform site assessment on many of those sites. Unfortunately, the City was not chosen to receive funds despite receiving a very strong score.

The City will be applying for funds once again this year and would like to inform the public during the application process, and receive input in regards to potential target sites or areas.

A brownfield site is defined as the following, "real property, the expansion, redevelopment or reuse of which may be complicated by the presence or potential presence of hazardous substance, pollutant or contaminant."

There are several Brownfield sites throughout the City that may be contaminated, to what extent are unknown, and that hinder redevelopment. These sites are primarily former industrial manufacturing sites. If awarded, funds from the grant will be used to inventory, characterize, assess, and conduct planning and community involvement related to Brownfield sites. Essentially, this is the first step towards redeveloping contaminated sites, as cleanup would follow. Cleanup grants are available through the EPA as well, and would be pursued in the future grant cycles. Targeted brownfield site areas within the City include the Business Highway 51 corridor, downtown, and properties along Canadian National Railway's main line which bisects the City from east to west.

It is important to identify these areas within the City to maintain a strong balance of development within our City center and the fringe. Cleanup of brownfield sites are an added cost to developers, many times not worth the added risk especially if another uncontaminated site is able to accommodate their needs.

A total of \$400,000 (maximum) of community-wide site assessment funding activities will be requested:

- \$200,000 for hazardous substance assessment and
- \$200,000 for petroleum assessment.

It is important to note that there is no cost share or match requirement for the grant if awarded.



EPA Brownfields Assessment Grants: Interested in Applying for Funding? *Here's what you need to know to get started...*

What is EPA's Brownfields Program?



Salt Lake City, Utah (before)

The U.S. Environmental Protection Agency's (EPA) Brownfields Program is designed to empower states, communities, and other stakeholders to work together in a timely manner to prevent, assess, safely clean up, and sustainably reuse brownfields. EPA provides technical and financial assistance for brownfields activities through an approach based on four main goals: protecting human health and the environment, sustaining reuse, promoting partnerships, and strengthening the marketplace. Brownfields grants serve as the foundation of the Brownfields Program and support revitalization efforts by funding environmental assessment, cleanup, and job training activities. Thousands of properties have been assessed and cleaned up through the Brownfields Program, clearing the way for their reuse.



Salt Lake City, Utah (after)

A brownfield is defined as: real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The 2002 Brownfields Law further defines the term to include a site that is: "contaminated by a controlled substance; contaminated by petroleum or a petroleum product excluded from the definition of 'hazardous substance'; or mine-scarred land."

What are the Four Grant Types?

- ✓ **Assessment grants** provide funding for brownfields inventories, planning, environmental assessments, and community outreach.
- ✓ **Revolving Loan Fund grants** provide funding to capitalize a revolving loan fund that provides loans and subgrants to carry out cleanup activities at brownfields.

- ✓ **Cleanup grants** provide direct funding for cleanup activities at specific sites.
- ✓ **Job Training grants** provide environmental training for residents of brownfields communities.

What are Assessment Grants?

Assessment grants provide funding for a grant recipient to:

- ✓ **Inventory Sites:** Compile a listing
- ✓ **Characterize Sites:** Identify past uses
- ✓ **Assess Sites:** Determine existing contamination
- ✓ **Conduct Cleanup and Redevelopment Planning:** Scope and plan process
- ✓ **Conduct Community Involvement:** Inform and engage community

For a Community-Wide Grant:

- ✓ An applicant may apply for a community-wide assessment grant if a specific site has not been identified or if the assessment will address more than one site within the community.
- ✓ Applicants electing to apply for up to \$200,000 for a community-wide hazardous substance assessment grant are not eligible for a site-specific hazardous substance assessment grant in the same grant competition. Applicants applying for up to \$200,000 for a community-wide petroleum or petroleum product assessment grant will not be eligible for a site-specific petroleum assessment grant.

For a Site-Specific Grant:

- ✓ A site-specific assessment grant must be applied for if the assessment is limited to one, and only one, site. A site-specific assessment grant application must be made if a waiver of the funding limitation is requested.
- ✓ Applicants will not be allowed to substitute another site for a site-specific assessment grant where the subject site is determined to be ineligible.

For the complete discussion of Brownfields Program grant funding, refer to the EPA Proposal Guidelines for Brownfields Assessment, Revolving Loan Fund, and Cleanup grants at: <http://www.epa.gov/brownfields/applicat.htm>

How Do I Apply for an Assessment Grant?

Applicants submit a proposal for each grant type that they are applying for (i.e., assessment, revolving loan fund, and/or cleanup). Each proposal must address the selection criteria outlined in the guidelines.

Grant proposals should be concise and well organized, and must provide the information requested in the guidelines. Applicants must demonstrate that they meet threshold criteria requirements and must respond to evaluation criteria. Factual information about your proposed project and community must be provided.

Proposals must include:

- ✓ Cover letter describing project
- ✓ Applicant information
- ✓ Applicable mandatory attachments (e.g., state letter)
- ✓ Responses to evaluation criteria

All applicants must refer to the Proposal Guidelines published by EPA.

Who is Eligible to Apply for an Assessment Grant?

Eligible entities include: state, local, and tribal governments, with the exception of certain Indian tribes in Alaska; general purpose units of local government, land clearance authorities, or other quasi-governmental entities; regional council or redevelopment agencies; or states or legislatures. Some properties are excluded from the definition of a brownfield unless EPA makes a site-specific funding determination that allows grant funds to be used at that site.

Applicants may apply for both community-wide and site-specific assessment grants; however, an applicant is limited to submitting only ONE hazardous substance assessment grant proposal and ONE petroleum assessment proposal.

Each eligible entity may submit no more than two assessment proposals.

How Much Assessment Grant Funding is Available?

- ✓ Up to \$200,000 to assess a site contaminated by hazardous substances, pollutants, or contaminants (including hazardous substances co-mingled with petroleum).
- ✓ Up to \$200,000 to address a site contaminated by petroleum.
- ✓ For site-specific proposals, applicants may seek a waiver of the \$200,000 limit and request up to \$350,000 for a site contaminated by hazardous substances, pollutants, or contaminants and up to \$350,000 to assess a site contaminated by petroleum. Such waivers must be based on the anticipated level of hazardous substances, pollutants, or contaminants including hazardous

substances comingled with petroleum) or petroleum at a single site. (Community-wide assessment grants are not eligible for assessment grant “waivers.”)

- ✓ Total grant fund requests should not exceed a total of \$400,000 unless such a waiver is requested.
- ✓ Up to \$1 Million for assessment coalitions. A coalition is made up of 3 or more eligible applicants that submits one grant proposal under the name of one of the coalition members who will be the grant recipient.

How Long is the Assessment Period?

The performance period for an assessment grant is three years.

Where Do I Find the Proposal Guidelines?

Electronic copies of the Proposal Guidelines can be obtained from the EPA brownfields Web site at:

<http://www.epa.gov/brownfields/applicat.htm>

Additional information on grant programs may be found at: www.grants.gov

Is Pre-Application Assistance Available?

If resources permit, EPA Regions may conduct open meetings with potential applicants. Check with your regional office for date and location information. Your regional Brownfields Program contacts can be found at:

<http://www.epa.gov/brownfields/corcntct.htm>

EPA can respond to questions from applicants about threshold criteria, including site eligibility and ownership.

EPA staff can not meet with applicants to discuss draft proposals or provide assistance in responding to ranking criteria.

What is the Evaluation/Selection Process?

Brownfields grants are awarded on a competitive basis. Evaluation panels consisting of EPA staff and other federal agency representatives assess how well the proposals meet the threshold and ranking criteria outlined in the Proposal Guidelines for Brownfields Assessment, Revolving Loan Fund, and Cleanup grants. Final selections are made by EPA senior management after considering the ranking of proposals by the evaluation panels. Responses to threshold criteria are evaluated on a pass/fail basis. If the proposal does not meet the threshold criteria, the proposal will not be evaluated. In some circumstances, EPA may seek additional information.