

REPORT OF CITY PLAN COMMISSION

June 2, 2014 – 6:00 PM
Lincoln Center – 1519 Water Street

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

(Excused: Commissioner Daniel Hoppe)

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Comptroller/Treasurer Corey Ladick, City Attorney Andrew Beveridge, Alderperson Doxtator, Alderperson Mary Stroik, Alderperson Phillips, Brandi Makuski, Nate Enwald, Barb Jacob, Kim Erzinger, Scott Gulan, John Munson, Don Guay, Bonnie Maher, Bill Maher, Neal Nealis, Rob Konkol, Amy Boston, Nate Boston, Gary Hintz, Kurt Helminiak, Jamie Kiener, Jan Way, Dave James, Kevin McAdam, and Scott Groholski.

INDEX:

1. Report of the May 5, 2014 Plan Commission meeting.
2. Conditional use permit renewals for the following places and activities:
 - a) 2317 Division Street (Parcel ID 2408-32-4035-22) – Archie's (operate a tavern)
 - b) 908 Maria Drive (Parcel ID 2408-29-2400-16) – Final Score (operate a tavern)
 - c) 912 Main Street (Parcel ID 2408-32-2015-29) – Graffiti's (operate a tavern)
 - d) 1324 Second Street (Parcel ID 2408-32-2017-14) – Copper Top (operate a tavern)
 - e) 2600 Stanley Street (Parcel ID 2408-28-3024-38) – Partners Pub (operate a tavern)
 - f) 2525 Dixon Street (Parcel ID 2408-33-3021-25) – Point Bowl (operate a tavern)
 - g) 929 Main Street (Parcel ID 2408-32-2018-03) – Heritage Pub (operate a tavern)
 - h) 3260-74 Church Street (Parcel ID 2308-04-3008-06) – Bucks and Bulls Archery (operate indoor archery range)
 - i) 1331 Westmore Court (Parcel ID 2408-14-3002-09) – John and Carol A Lawlis (second living space)
3. Request from the Redevelopment Authority of the City of Stevens Point to lease/license portions of land located east of Third Street extended (**portion of Parcel ID 2408-32-2029-66**) to JLP Enterprises, LLC for parking purposes.
4. Request from the Redevelopment Authority of the City of Stevens Point to lease/license land located west of Strongs Avenue extended (**portion of Parcel ID 2408-32-2029-65**) to Guu Inc. to be used as a patio area/premise extension for Guu's on Main.
5. Request from Scott Gulan, representing Guu Inc., for a conditional use permit to expand a tavern (Guu's on Main) at **1140 Main Street (Parcel ID 2408-32-2029-31 and portion of Parcel ID 2408-32-2029-65)**.
6. Request from Scott Gulan, representing Guu Inc., for a conditional use permit to construct one, 2-bedroom apartment and one, 4-bedroom apartment at **1140 Main Street (Parcel ID 2408-32-2029-31)**.
7. Request from Nathan Boston, representing Boston Funeral Home, for a constrained site exemption to reconstruct the parking lot at **1649 Briggs Street (Parcel ID 2408-32-1018-01)**.
8. Request from Lewis Danczyk, representing the property owner, to rezone the property located on the **northeast corner of Echo Dells Avenue and Riverview Avenue (Parcel ID 2308-05-4203-04)** from R-2 Single Family Residence District to R-3 Single and Two-Family Residence District.
9. Request from Justiceworks, Ltd. / Shifting Gears LLC to amend Section **23.02(1)(g)(3)** of the Revised Municipal Code of the City of Stevens Point, R-5 Multiple Family II Residence District, to allow the selling of product by a non-profit (501(c)(3)) organization as a conditional use.

10. Request from Justiceworks, Ltd. / Shifting Gears LLC for a conditional use permit to sell product at **1578 Strong's Avenue (Parcel ID 2408-32-2022-10)**.
11. Request from Ministry Saint Michaels Hospital to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from residential to commercial/office/multi-family for all of the following properties:
 - **2601 Main Street (Parcel ID 2408-33-2025-02)**
 - **2617 Main Street (Parcel ID 2408-33-2025-01)**
 - **1310 Chase Street (Parcel ID 2408-33-2025-14)**
 - **1318 Chase Street (Parcel ID 2408-33-2025-13)**
 - **2624 Clark Street (Parcel ID 2408-33-2025-12)**
12. Request from Ministry Saint Michaels Hospital to rezone the property located at **2617 Main Street (Parcel ID 2408-33-2025-01)** from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District.
13. Request from Ministry Saint Michaels Hospital to rezone the property located at **2624 Clark Street (Parcel ID 2408-33-2025-12)** from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District.
14. Request from Ministry Saint Michael's Hospital for a constrained site exemption for an addition on to their existing parking lot at **2501 Main Street and 1317 Cross Street (Parcel IDs 2408-33-2025-01 through 2408-33-2025-04, 2408-33-2025-05, and 2408-33-2025-12 through 2408-33-2025-15)**. Request from Ministry Saint Michael's Hospital for a constrained site exemption for an addition on to their existing parking lot at **2501 Main Street and 1317 Cross Street (Parcel IDs 2408-33-2025-01 through 2408-33-2025-04, 2408-33-2025-05, and 2408-33-2025-12 through 2408-33-2025-15)**.
15. Amending **Section 23.02(2)(b)(3)** of the Revised Municipal Code of the City of Stevens Point, B-2 Central Business Transition District, to allow small-scale alcohol production facilities (brewpubs, craft- or micro-breweries, wineries, or distilleries) as a conditional use.
16. Request from Don and Kelly Guay for a conditional use permit to operate a micro-winery at **1201 Water Street (Parcel ID: 2408-32-2016-03)**.
17. Amending **Section 23.02(1)(f)(4)** of the Revised Municipal Code of the City of Stevens Point, R-4 Multiple Family I Residence District, to reduce the minimum lot size for one unit dwellings.
18. Amending **Section 23.02(1)(g)(4)** of the Revised Municipal Code of the City of Stevens Point, R-5 Multiple Family II Residence District, to reduce the minimum lot size for one unit dwellings.
19. Request from the Department of Transportation for an easement from the City to perform work on I-39 and North Reserve Street.
20. Adjourn.

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1. Report of the May 5, 2014 Plan Commission meeting.

Motion by Alderperson Moore to approve the report of the May 5, 2014 meeting; seconded by Commissioner Curless. Motion carried 6-0.

2. Conditional use permit renewals for the following places and activities:
 - i) 2317 Division Street (Parcel ID 2408-32-4035-22) – Archie's (operate a tavern)
 - j) 908 Maria Drive (Parcel ID 2408-29-2400-16) – Final Score (operate a tavern)
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 - m) 2600 Stanley Street (Parcel ID 2408-28-3024-38) – Partners Pub (operate a tavern)
 - n) 2525 Dixon Street (Parcel ID 2408-33-3021-25) – Point Bowl (operate a tavern)

- o) 929 Main Street (Parcel ID 2408-32-2018-03) – Heritage Pub (operate a tavern)
- p) 3260-74 Church Street (Parcel ID 2308-04-3008-06) – Bucks and Bulls Archery (operate indoor archery range)
- i) 1331 Westmore Court (Parcel ID 2408-14-3002-09) – John and Carol A Lawlis (second living space)

Director Ostrowski explained that staff is requesting to approve the renewals every two years as opposed to coming before the commission and council, which would save on publishing costs and mailings. If issues arose with the conditional use permit, it would then come before the commission for discussion.

Motion by Commissioner Patton to approve the conditional use permit renewals for the following places and activities:

- a) 2317 Division Street (Parcel ID 2408-32-4035-22) – Archie's (operate a tavern)
- b) 908 Maria Drive (Parcel ID 2408-29-2400-16) – Final Score (operate a tavern)
- c) 912 Main Street (Parcel ID 2408-32-2015-29) – Graffiti's (operate a tavern)
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- i) 1331 Westmore Court (Parcel ID 2408-14-3002-09) – John and Carol A Lawlis (second living space);

and to allow staff to review and approve renewals of conditional uses above in the future; seconded by Commissioner Cooper.

Commissioner Cooper asked if there would not be expirations anymore, to which Director Ostrowski answered no, staff would be able to approve. Staff will notify property owners if issues arise, and/or the item would be brought back before the Plan Commission and Common Council for review.

Motion carried 5-0, with Alderperson Moore abstaining.

3. Request from the Redevelopment Authority of the City of Stevens Point to lease/license portions of land located east of Third Street extended (**portion of Parcel ID 2408-32-2029-66**) to JLP Enterprises, LLC for parking purposes.

Director Ostrowski stated the next two agenda items are similar. Within the new downtown parking lot, north of Main Street, two dumpster corrals will be constructed, one in service court 1 and one in service court 2. JLP, neighboring property owner, has been contacted to maintain the dumpster corrals in service court 1. This would be in exchange for the use of seven parking stalls to the immediate west of the larger dumpster in service court 1. The second agreement with Guu's involves leasing a patio area in exchange for maintaining the dumpster area at service court 2.

Mayor Halverson asked if there was any objection for action on both agenda items, there was none.

Motion by Mayor Halverson to approve the request from the Redevelopment Authority of the City of Stevens Pont to lease/license portions of land located east of Third Street extended (portion of Parcel ID 2408-32-2029-66) to JLP Enterprises, LLC for parking purposes; seconded by Commissioner Patton.

Motion carried 6-0.

4. Request from the Redevelopment Authority of the City of Stevens Point to lease/license land located west of Strongs Avenue extended (**portion of Parcel ID 2408-32-2029-65**) to Guu Inc. to be used as a patio area/premise extension for Guu's on Main.

Motion by Mayor Halverson to approve the request from the Redevelopment Authority of the City of Stevens Pont to lease/license portions of land located west of Strongs Avenue extended (portion of Parcel ID 2408-32-2029-65) to Guu Inc. to be used as a patio area/premise extension for Guu's on Main; seconded by Commissioner Patton.

Motion carried 6-0.

5. Request from Scott Gulan, representing Guu Inc., for a conditional use permit to expand a tavern (Guu's on Main) at **1140 Main Street (Parcel ID 2408-32-2029-31 and portion of Parcel ID 2408-32-2029-65).**

Director Ostrowski explained Guu's is looking at adding a patio to the north of his facility and expand his premise to the rear of the building. The area to be licensed would be 25 x 50 feet, and have outdoor seating similar to the patio area by Arbuckle's.

Motion by Mayor Halverson to approve a conditional use permit to expand a tavern (Guu's on Main) at 1140 Main Street (Parcel ID 2408-32-2029-31 and portion of Parcel ID 2408-32-2029-65) with the following conditions:

- **A fence shall surround the extension area. The fence shall meet the design standards of the Historic Preservation / Design Review Commission.**
- **The operation of business related activities shall cease within the open extended premise area after 10 PM during all days of the week.**
- **All other necessary approvals from the other city review bodies, such as the Historic Preservation / Design Review Commission shall be obtained.**

seconded by Commissioner Haines.

Motion carried 6-0.

6. Request from Scott Gulan, representing Guu Inc., for a conditional use permit to construct one, 2-bedroom apartment and one, 4-bedroom apartment at **1140 Main Street (Parcel ID 2408-32-2029-31).**

Director Ostrowski explained Scott Gulan is requesting to take the vacant space above the bar and put in one 2-bedroom and one 4-bedroom apartment.

Motion by Alderperson Moore to approve the conditional use permit to construct one, 2-beroom apartment and one, 4-bedroom apartment at 1140 Main Street (Parcel ID 2408-32-2029-31) with the following conditions:

- **The applicant must secure a multi-family license prior to occupying the unit.**
- **Accurate floor plan of the second story shall be submitted by an architect or engineer to be reviewed by City staff prior to issuance of occupancy license and building permits.**
- **All building codes shall be met prior to issuance of occupancy license.**
- **Exterior improvements must be reviewed and approved by the Historic Preservation / Design Review Commission (windows, trim, etc).**

seconded by Commissioner Curless.

Commissioner Haines questioned the floor plan in that bedroom 3 in the 4-bedroom unit, stating the only access to the room is from the public corridor.

Director Ostrowski stated that may have been an error in the plan, but would be worked out when the building permit was issued.

Motion carried 6-0.

7. Request from Nathan Boston, representing Boston Funeral Home, for a constrained site exemption to reconstruct the parking lot at **1649 Briggs Street (Parcel ID 2408-32-1018-01)**.

Director Ostrowski explained that Boston Funeral Home is looking to reconstruct their parking lot, and currently they do not meet the setbacks that would be required within the district. We have an exception in our code for constrained sites which they meet, as they would be well under the required number of spaces for a funeral home. They would be putting the lot back together fairly similar to what it is currently, but they would be widening a driveway.

Commissioner Haines asked about the landscaping. Director Ostrowski elaborated, stating they have landscaping currently that fronts Briggs Street that is in the form of large trees, which are required to remain or be improved with additional landscaping installed. We don't want them to reconstruct the lot, take all of the landscaping out and then not reinstall it. He added they will keep the landscaping along Briggs Street and will be maintain the existing fence.

Motion by Commissioner Patton to approve a constrained site exemption to reconstruct the parking lot at 1649 Briggs Street (Parcel ID 2408-32-1018-01) with the following conditions;

- **The existing landscaping and fence surrounding the parking lot must remain or be improved.**
- **The applicant shall receive review and/or approval from the department of public works to remove and replace curbs and sidewalks as identified on the plan, while also meeting applicable curb and sidewalk standards.**
- **The applicant shall receive review and/or approval from the water department for stormwater control.**

seconded by Mayor Halverson.

Motion carried 5-1, with Commissioner Haines voting in the negative.

8. Request from Lewis Danczyk, representing the property owner, to rezone the property located on the **northeast corner of Echo Dells Avenue and Riverview Avenue (Parcel ID 2308-05-4203-04)** from R-2 Single Family Residence District to R-3 Single and Two-Family Residence District.

Director Ostrowski explained this property is on the corner of River View and Echo Dells. It is surrounded by multi-family to the west, a busy highway to the south, duplexes to the north and single family to the east. Our future land use map within our comprehensive plan identifies this area to remain residential. All of the zoning requirements are met for two family lots, therefore, staff recommends approval.

Alderson Phillips asked if all the neighbors had been notified of the zoning change and if a project or development is started and not finished, how does it handled in the department. Director Ostrowski stated the request was properly notices to neighbors, and the inspection department has provisions set in place if projects are started and not completed.

Motion by Commissioner Patton to approve the rezoning of the property located on the northeast corner of Echo Dells Avenue and Riverview Avenue (Parcel ID 2308-05-4203-04) from R-2 Single Family Residence District to R-3 Single and Two-Family Residence District; seconded by Commissioner Curless.

Motion carried 6-0.

9. Request from Justiceworks, Ltd. / Shifting Gears LLC to amend Section **23.02(1)(g)(3)** of the Revised Municipal Code of the City of Stevens Point, R-5 Multiple Family II Residence District, to allow the selling of product by a non-profit (501(c)(3)) organization as a conditional use.

David James from Justice Works explained the plan is to provide a non-profit center for Justiceworks, Shifting Gears, and the 2617 Club to increase efficiencies. The 2617 Club and Justiceworks are separate 501©(3) charitable organizations. Shifting Gears is a separate LLC but is fully owned through Justiceworks. Furthermore, the property has been vacant and is located just down the block from the current Justiceworks offices. The request is to allow retail sales by a non-profit facility as a conditional use in its current zoning district of R-4 Multi-Family I. Also, Mr. James stated Shifting Gears would like to increase their hours of operation and sales.

Mayor Halverson pointed out that the operation preference is daily from 11:00am -5:00pm and Saturday from 11:00a-3:00pm. Mr. James pointed out he would like 11-6 Monday through Friday and 11-3 on Saturday, explaining they are in a growth phase and hoping to expand.

Commissioner Patton asked if everything would be contained inside the building including bikes for sale as well as repairs. Mr. James stated yes, but they have not designed a specific floor plan yet. The goal is to have the retail portion in the front of the building, and to have the non-profit offices behind with meeting space in the lower level.

Commissioner Patton asked about the exterior lighting for operations at night, to which Director Ostrowski stated the operations would be inside the building.

Mayor Halverson stated given the proximity of the single family homes in the area, the question of the zoning that is there and why it is zoned that way to exclude these kinds of uses in the first place. We need to stay objective and look at the zoning and ultimate changes to the dynamic of the neighborhood.

Commissioner Haines asked who is the owner of the building and is it vacant. Mayor Halverson stated the Masonic own the building and Director Ostrowski confirmed it is vacant at this time.

Mayor Halverson stated in terms of the use of the property with the retail element excluded, the offices and meetings of both organizations is permitted and an allowed use in that particular zoning district. Parking would be substandard in today's construction based on the square footage.

Mr. James stated from the retail perspective the amount of square feet would only be 1,200-1,500 square feet and parking would be ok if dedicated for the retail. There is also street parking available in the area. Lighting is understood to be a concern but operation will be until 5:00-6:00pm which it is still light outside.

Commissioner Curless asked how many bikes would be on site at a time. Mr. James stated they receive bikes as donations from agencies across the state and then would repair them for job training. Kurt Helminiak stated there would be approximately 25-30 bikes in stock for sale and a few more on site for repair as well as getting them ready for sale. Commissioner Patton clarified they would all be kept indoors, to which Mr. Helminiak agreed. Commissioner Curless confirmed where the bikes are stored at this time on Wood Street, to which Mr. Helminiak stated yes.

Commissioner Haines asked what type of signage would be used. Mr. James stated most advertising would be by word of mouth, but there may also be discrete signage reflecting that the non-profit center would include Shifting Gears. She then asked about the staff recommendation for retail sales being six hours a week. Mr. James explained they currently operate at the six hours per week but want to increase that at the new location.

John Munson, 1101 Brawley Street, stated he supports Justiceworks and the bike shop, but has a concern regarding the parking. He also expressed his concerns if the non-profit does go under would that mean another non-profit could move in and have the same uses, as well as possible noise from the 2617 social club.

Mayor Halverson acknowledged that the parking scenario is substandard but less of a concern given that the offices can exist as an allowed use in the zoning code. His concern relates to allowing the retail use, likely encouraging more traffic in the vicinity. The fence is placed as a condition to abate any ambient noise of vehicles in the area.

Kevin McAdam, 5632 Sandpiper Drive, explained the 2617 Club socials are small and have approximately 12-24 people and meet approximately 12 times a week with a varying number of people at each meeting ranging from 2-22 people. Most cars are on site for just over an hour. Commissioner Patton asked where the current meeting location was, to which Mr. McAdams answered at 2617 Main Street but that house is scheduled to be razed. He also added the office is open from 8:00am-8:00pm for persons to walk in and meet with sponsors as well.

Bonnie Maher, 1100 Brawley Street, read a prepared statement, showed photos, and described the view of 1578 Strongs Avenue as seen from her property, which is a historic home and a Bed and Breakfast. She expressed concerns of parking, view of garbage area, activities in the back west side of the building and loud mechanicals. She feels this would be detrimental to her neighborhood, curb appeal, and the experience of her customers at the Bed and Breakfast. She feels the Shifting Gears retail would have a negative impact on the ratings of the business as well as clientele that stay there and does not support the amendment to the ordinance or the conditional use permit request.

Barb Jacob, 1616 Depot Street, agrees with Mrs. Maher and feels it will be detrimental to the neighborhood and the Bed and Breakfast business, as well as people coming to the 2617 Club after being released from jail in the middle of the night; it may be an issue for the neighborhood.

David James rebutted the professional office and charitable organizational space is a permitted use in the neighborhood and the goal of the non-profit organization is about building community and restoring relationships. He is open to suggestions from the neighbors and is willing to work with them to address any concerns.

Mayor Halverson stated the professional office meeting area is allowed in this zoning district. What we really need to consider is with a fully occupied building, is the bike repair shop and retail appropriate based on the size of the site as it exists along with all of the other added impacts a retail operation would make to the adjacent properties. The element is where the expansion of retail use for a site that is really not foreshadowed to become that, based on the zoning and parameters of the neighborhood itself, and he is not in support of it in that location.

Commissioner Patton asked about square footage of signs to which Director Ostrowski stated the signs would have to be less than 40 square feet.

Commissioner Haines asked about the history of the building, to which Mayor Halverson stated the initial construction did come before the zoning of the area.

Kim Erzinger, Plover, stated there had been a parish house in that location and when the church burned down it relocated to the east side, so they donated the land to the Masonic Temple.

Aldersperson Moore agreed with Mayor Halverson and does not feel this is a good fit in the neighborhood. He stated there are lots of good ideas presented, but does not feel there is room for the retail at this location.

Motion by Mayor Halverson to deny the amendment to Section 23.02(1)(g)(3) of the Revised Municipal Code of the City of Stevens Point, R-5 Multiple Family II Residence District, to allow the selling of product by a non-profit (501 (c)(3)) organization as a conditional use; seconded by Aldersperson Moore.

Motion carried 6-0.

10. Request from Justiceworks, Ltd. / Shifting Gears LLC for a conditional use permit to sell product at **1578 Strongs Avenue (Parcel ID 2408-32-2022-10).**

Motion by Mayor Halverson to deny the conditional use permit from Justiceworks, Ltd / Shifting Gears LLC to sell product at 1578 Strongs Avenue (Parcel ID 2408-32-2022-10); seconded by Aldersperson Moore.

Motion carried 6-0.

11. Request from Ministry Saint Michaels Hospital to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from residential to commercial/office/multi-family for all of the following properties:

- **2601 Main Street (Parcel ID 2408-33-2025-02)**
- **2617 Main Street (Parcel ID 2408-33-2025-01)**
- **1310 Chase Street (Parcel ID 2408-33-2025-14)**
- **1318 Chase Street (Parcel ID 2408-33-2025-13)**
- **2624 Clark Street (Parcel ID 2408-33-2025-12).**

Director Ostrowski explained this is a small request by Ministry to expand parking, but it requires several components. The property the parking lot is on is zoned R-4 and R-5. In order for them to expand the parking

lot it would have to be all R-5. The comprehensive plan indicates that eastern edge of the block to remain residential with single and two family uses. Therefore, we would not be able to rezone it to R-5 unless the future land use map in the comprehensive plan is amended. So we would have to amend the comprehensive plan to allow for that area to be designated for commercial and office use, rezone the properties to R-5, and then address the constrained site parking lot request.

Mayor Halverson stated the issue with the entire block is where you can understand where the city was at that point in terms of how they were looking at that, but at the same time, this will square up the block with zoning and have fairly appropriate screening. It will work better now as an insulator because there is nothing between the existing parking today and the street right of way.

Aldersperson Moore asked if there was only one house on the block, to which Director Ostrowski stated yes and Ministry owns all the parcels on the block. It would be nice to make the zoning consistent within the block, to which Aldersperson Moore agreed.

Motion by Aldersperson Moore to approve the amendment of the City of Stevens Point comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from residential to commercial/office/multi-family for all of the following properties:

- **2601 Main Street (Parcel ID 2408-33-2025-02)**
- **2617 Main Street (Parcel ID 2408-33-2025-01)**
- **1310 Chase Street (Parcel ID 2408-33-2025-14)**
- **1318 Chase Street (Parcel ID 2408-33-2025-13)**
- **2624 Clark Street (Parcel ID 2408-33-2025-12)**

seconded by Commissioner Patton.

Motion carried 5-1, with Haines voting in the negative.

12. Request from Ministry Saint Michaels Hospital to rezone the property located at **2617 Main Street (Parcel ID 2408-33-2025-01)** from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District.

Motion by Commissioner Patton to approve the rezoning of the property located at 2617 Main Street (Parcel ID 2408-33-2025-01) from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District; seconded by Commissioner Cooper.

Motion carried 5-1, with Haines voting in the negative.

13. Request from Ministry Saint Michaels Hospital to rezone the property located at **2624 Clark Street (Parcel ID 2408-33-2025-12)** from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District.

Motion by Commissioner Patton to approve the rezoning of the property located at 2624 Clark Street (Parcel ID 2408-33-2025-12) from R-4 Multiple Family I Residence District to R-5 Multiple Family II Residence District; seconded by Aldersperson Moore.

Motion carried 5-1, with Haines voting in the negative.

14. Request from Ministry Saint Michael's Hospital for a constrained site exemption for an addition on to their existing parking lot at **2501 Main Street and 1317 Cross Street (Parcel IDs 2408-33-2025-01 through 2408-33-2025-04, 2408-33-2025-05, and 2408-33-2025-12 through 2408-33-2025-15)**.

Director Ostrowski explained this was the modification that we made last month to allow the extension of parking. They are requesting to keep a five foot setback off of Clark Street and Main Street however, they would still be required to have a 15 foot setback off of Chase Street, providing the buffer to the east. Staff would recommend approval with the condition that the commission allow staff to work with Ministry to figure out the internal layout of the lot.

Motion by Mayor Halverson to approve the constrained site exemption for an addition on to Ministry Saint Michael's Hospital existing parking lot at 2501 Main Street and 1317 Cross Street (Parcel IDs 2408-33-2025-01 through 2408-33-2025-04, 2408-33-2025-05, and 2408-33-2025-12 through 2408-33-2025-15), and allow staff to work with Ministry on the internal layout; seconded by Commissioner Curlless.

Commissioner Cooper asked at what point is the additional parking not considered a constrained site, to which Director Ostrowski stated if the add 50% or more to the existing lot.

Mayor Halverson asked about the species used in the landscaping, to which Director Ostrowski stated it would be similar to the existing conditions of the site.

Motion carried 5-1, with Haines voting in the negative.

15. Amending **Section 23.02(2)(b)(3)** of the Revised Municipal Code of the City of Stevens Point, B-2 Central Business Transition District, to allow small-scale alcohol production facilities (brewpubs, craft- or micro-breweries, wineries, or distilleries) as a conditional use.

Director Ostrowski explained we have a request following this agenda item to allow a micro-winery. Staff has done research on what other communities have done regarding small scale alcohol production. Currently, our code only allows alcohol production to be done in the M-1 district. So we have added the micro/small scale alcohol production within the B-2 district as a conditional use and provided a definition.

Commissioner Patton asked how it would be licensed, to which Director Ostrowski answered a Class B Wine license. The definition requires the area dedicated to the production of the alcohol be less than 10,000 square feet.

Motion by Commissioner Patton to approve amending Section 23.02(2)(b)(3) of the Revised Municipal Code of the City of Stevens Point, B-2 Central Business Transition District, to allow small-scale alcohol production facilities (brewpubs, craft-or micro breweries, wineries, or distilleries) as a conditional, along with adding the presented definition; seconded by Commissioner Haines.

Aldersperson Moore pointed out the definition only has the square footage of production area not a production amount. Director Ostrowski explained the production area is 10,000 square feet. It is difficult to regulate the actual amount of production itself. Mayor Halverson added with the constrained size of the production area specified, that would in turn keep production low.

Commissioner Patton asked about any issues with the proximity to the Mid-State, to which Mayor Halverson stated not for a winery of this caliber and their business plan.

Motion carried 6-0.

16. Request from Don and Kelly Guay for a conditional use permit to operate a micro-winery at **1201 Water Street (Parcel ID: 2408-32-2016-03)**.

Motion by Commissioner Patton to approve the conditional use permit to operate a micro-winery at 1201 Water Street (Parcel ID: 2408-32-2016-03) with the following conditions:

- All improvements shall obtain pertinent building permits prior to construction.
- Exterior improvements shall receive necessary approval by the Historic Preservation / Design Review Commission.
- The receiving/shipping doors shall remain closed during all other operational activities not related to receiving and shipping.
- The conditional use permit shall expire in two years, on June 30, 2016.

seconded by Commissioner Haines.

Motion carried 6-0.

17. Amending **Section 23.02(1)(f)(4)** of the Revised Municipal Code of the City of Stevens Point, R-4 Multiple Family I Residence District, to reduce the minimum lot size for one unit dwellings.

Director Ostrowski explained we had a request from a property owner about purchasing land from a neighboring parcel to allow for snow storage. Their current lot is under the required minimum that we would allow for a multi-family use, and the single family home is also under the 10,000 square foot minimum requirement. In looking at our ordinance, single unit dwellings within R-2 and R-3 are required to have 8,000 square feet. He does not see a concern with dropping it down to the 8,000 square feet to be consistent.

Commissioner Patton clarified we are going to change the zoning so a property owner can purchase more land to put snow, to which Director Ostrowski stated yes.

Commissioner Curless asked if there is a minimum width, to which Director Ostrowski stated the minimum width would stay the same at 60 feet, or 80 feet on a corner.

Motion by Commissioner Patton to approve amending Section 23.02(1)(f)(4) of the Revised Municipal Code of the City of Stevens Point, R-4 Multiple Family I Residence District, to reduce the minimum lot size for one unit dwellings; seconded by Commissioner Haines.

Motion carried 6-0.

18. Amending **Section 23.02(1)(g)(4)** of the Revised Municipal Code of the City of Stevens Point, R-5 Multiple Family II Residence District, to reduce the minimum lot size for one unit dwellings.

Motion by Commissioner Patton to approve amending Section 23.02(1)(g)(4) of the Revised Municipal Code of the City of Stevens Point, R-5 Multiple Family II Residence District, to reduce the minimum lot size for one unit dwellings; seconded by Commissioner Haines.

Motion carried 6-0.

19. Request from the Department of Transportation for an easement from the City to perform work on I-39 and North Reserve Street.

Motion by Alderperson Moore to approve the easement for the Department of Transportation from the City to perform work on I-39 and North Reserve Street; seconded by Commissioner Cooper.

Motion carried 6-0.

20. Adjourn.

Meeting Adjourned 7:14 PM.