

AGENDA
CITY PLAN COMMISSION

July 7, 2014 – **5:30 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 June 2, 2014 Plan Commission meeting.
2. Request from Richard Bierman, representing the property owner, for a site plan review, for expanding the parking lot at **5441 Highway 10 East (Parcel ID 2408-35-1300-05)**.
3. Request from Point of Beginning, representing the property owner, for a site plan review, to construct an approximate 1,518 square foot building addition and parking lot expansion at **5301 Highway 10 East (Parcel ID 2408-35-2400-03)**.
4. Request from Mike Yokers for a conditional use permit for the purposes of constructing a garage using the “R-TND” Traditional Neighborhood Development Overlay District minimum setback requirements at **1709 Main Street (Parcel ID 2408-32-1036-07)**.
5. Request from James Guzman for a constrained site exemption to reconstruct the parking lot at **1100 Centerpoint Drive (Parcel ID 2408-32-2002-07)**.
6. Amending **Section 23.02(1)(h)** of the Revised Municipal Code of the City of Stevens Point to adopt a newly formatted Traditional Neighborhood Overlay Map; no change to the boundary.
7. Allowing staff to approve parking modifications where specific standards exist within the zoning code. ***This item is for discussion purposes only.***
8. Creation of an ordinance to regulate recreational/accessory vehicle parking and storage within residential zoning districts. ***This item is for discussion purposes only.***
9. Rezoning of commercial properties within the vicinity of the intersection of Church Street, Division Street, Madison Street, and Park Street to B-3 Central Business District. ***This item is for discussion purposes only.***
10. 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: July 4, 2014 and July 11, 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, July 21, 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 Mike Yokers for a conditional use permit for the purposes of constructing a garage using the "R-TND" Traditional Neighborhood Development Overlay District setback requirements at 1709 Main Street (Parcel ID 2408-32-1036-07). This property being zoned "R-3" Single and Two –Family Residence District and described as LOT 1 CSM#9969-43-149 BNG THE W 45' OF LOT 9 BLK 15 SMITH BRIGGS & PHILLIPS ADD WITH PERPETUAL RIGHT TO USE DRVWY JOINTLY BNG PRT NENE S32 T24 R8 783046, City of Stevens Point, Portage County, Wisconsin.
2. Amending Section 23.02(1)(h) of the Revised Municipal Code of the City of Stevens Point to adopt a newly formatted Traditional Neighborhood Overlay Map; no change to the boundary.

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

Administrative Staff Report

Chrysler Dealership

Site Plan Review

5441 Highway 10 East

July 7, 2014



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> Richard Bierman <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"> 2408-35-1300-05 <p>Lot Information:</p> <ul style="list-style-type: none"> Effective Frontage: 300 feet Effective Depth: 443 feet Square Footage: 132,897 Acreage: 3.051 <p>Zone(s):</p> <ul style="list-style-type: none"> "B-5" Highway Commercial District Wellhead Protection Zone B <p>Master Plan:</p> <ul style="list-style-type: none"> Commercial / Office / Multi-family <p>Council District:</p> <ul style="list-style-type: none"> District 7: Trzebiatowski <p>Current Use:</p> <ul style="list-style-type: none"> Commercial: Chrysler Dealership <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 23.01(16), and 23.02(2)(d), and 23.02(4)(e) 	<p>Request</p> <p>Request from Richard Bierman, representing the property owner, for a site plan review, for expanding the parking lot at 5441 Highway 10 East (Parcel ID 2408-35-1300-05).</p> <p>Attachment(s)</p> <ol style="list-style-type: none"> Parcel ID Sheet Application Site Plan <p>Findings of Fact</p> <ol style="list-style-type: none"> Auto sales currently exist on the property. The use will continue, however, the auto service / repair center will be expanding along with the parking area on-site. The property is zoned "B-5" Highway Commercial District Auto service / repair centers are a permitted use within the "B-5" district. Expansion of parking lots within the "B-5" district shall be subject to site plan review. The City's Comprehensive Plan calls for a commercial use on this property. <p>Staff Recommendation</p> <p>Approve the conditional use permit, subject to the following condition(s):</p> <ol style="list-style-type: none"> Arborvitae, evergreens, or a similar type of vegetation, with a mature height of at least ten feet shall be planted along the south property line, as well as along the portion of the west property line where the other trees have been removed. This vegetation shall be staggered to ensure thicker screening. Canopy trees shall be planted and spaced with one tree every 50 feet around the perimeter expansion area. Canopy trees must be a minimum of 2.5" caliper and ten feet at planting. The landscaping must have a water source within 100 feet, or be irrigated. Curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area. Six bicycle stalls must be installed as per the distance and design requirements in the zoning code. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.
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Vicinity Map



Background

In April, 2014 this property was granted a conditional use permit to expand the existing auto repair/sales use within the Wellhead Protection B District (see attached resolution). At the same time, a site plan review occurred for on-site parking, which had only minor changes to the drive aisles. The applicant has since decided to fully expand the parking area, triggering another site plan review. The expansion involves the addition of several parking stalls and a stormwater detention basin. Further details regarding the project are identified below. Again, as the site is zoned "B-5" Highway Commercial, a site plan review is required.

Parking Expansion Details:

- Property: 3.051 Acres
- Use: Auto Sales & Service
- Existing Parking: Approximately 150 spaces
- Added Parking: Approximately 100 spaces (Total: 250)
- Lighting: Addition of three LED light poles
- Stormwater Detention Basin

City ordinance requires the following regarding development along Highway 10 East and within the B-5 Highway Commercial District:

Chapter 23.02(2)

e) "B-5" Highway Commercial

- 5) Site Plan Review. In addition to the standards contained in this and other City ordinances, no building or zoning permit shall be issued for a new use or renovation of any part of an existing use in this Highway Commercial District until the Common Council has approved the site plan for the proposed use. This requirement is adopted to protect the health, safety, and welfare of the citizens of the City and the property owners, to protect the safety*

of the users of the adjacent highway and the users of the commercial sites of this district, to protect pedestrians, and to protect property values. Site plan review shall include but not be limited to review of compliance with highway access safety considerations, reduction of access points along the highway, alignment of access points directly or almost directly across from each other consistent with the adopted Highway Access Plan, the sharing of drive access points between adjacent properties, provisions for access easements necessary to implement the access plan, parking lot layout, joint parking provisions, building setback and entrance/service drive positioning, internal traffic circulation, and compliance with all standards contained in City ordinances.

The site plan shall first be reviewed by the Plan Commission. The Common Council may affirm, affirm with modification, or reject the recommendation of the Plan Commission. If the Plan Commission fails to act upon the request of any applicant within 45 days of the submission of the application, the request may be taken directly to the Common Council without benefit of recommendation by the Plan Commission. The Plan Commission may modify the provision contained in this ordinance if, in their opinion, the policies contained in this ordinance are met.

Standards of Review

1) Highway Access

Analysis: No changes are proposed to the ingress/egress off of Hwy 10.

Findings: This condition is met.

2) Parking Lot Layout and Traffic Circulation

Analysis: The proposed parking lot consists of three main drive aisles with parking on either side, along with perimeter parking on the edges of the property. Drive aisles and parking spaces are in compliance with city ordinance. The proposed stormwater detention area is located on the west side of the property.

Findings: The parking lot layout should not impede traffic or circulation on-site. Staff would recommend that a stormwater management plan be submitted to the Utility Department for approval by the appropriate staff.

3) Compliance with City Ordinance

Analysis: Median and terminal islands are not provided as required by city ordinance, as double the required width, ten feet, has been provided for a perimeter setback. Existing trees and fencing on the south side of the site will be removed to accommodate the expansion. Arborvitaes are proposed to be planted around the perimeter of the expanded parking area for screening.

Findings: Residential homes border the property to the south, and in order to further provide a buffer and screening for aesthetics and noise, staff would recommend additional landscaping. Staff would recommend that arborvitaes or similar vegetation, with a mature height of at least ten feet, be staggered to ensure thicker screening. The arborvitaes would replace the need for shrubs around the parking area. Additional canopy trees spaced intermittently with one tree every 50 feet around the perimeter of the expansion area, meeting the planting and size requirements outlined in the zoning code, shall be installed. This would then meet the zoning code requirements, as well as provide a good buffer from the neighboring residential properties. The landscaping must have a water source within 100 feet, or be irrigated. In addition, six bicycle stall must be installed as per zoning code requirements.

In conclusion, based on the findings above, staff would recommend approval of the parking expansion.

Name and Address		Parcel #	Alt Parcel #	Land Use
Rhineland Real Estate LLC c/o Stevens Point Cars LLC 5441 Highway 10 E Stevens Point, WI 54482		240835130005	240835130005	Garage, Service & Auto Showrm
		Property Address		Neighborhood
		5441 Highway 10 E		Hwy 10/39 & East of (Comm)
		Subdivision		Zoning
Display Note	Revised Parcel for 2007	Certified Survey Map		B5-HWY COMM

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Rhineland Real Estate LLC PJK LLC	7/9/2013	\$1,200,000	Warranty Deed	787088		Land & Build.
	1/7/2011	\$886,500	Warranty Deed	754218		Land & Build.

SITE DATA

PERMITS

Actual Frontage	300.0	Date	Number	Amount	Purpose	Note
Effective Frontage	300.0	10/2/2013	13-0553	\$5,000	020 Electrical	addl parking lot lightin
Effective Depth	443.0	5/1/2012	12-0223	\$35,000	099 Sign	New Pylon & bldg sign
		3/26/2012	12-0118	\$15,000	024 Exterior Renovati	new parapit on front
Square Footage	132,897.0	7/27/2004	32572	\$1,731	099 Sign	
Acreage	3.051	12/15/1998	28136	\$8,000	099 Sign	
		9/22/1997	27117	\$2,000	093 Sewer and/or Wat	

2013 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$732,200	\$199,600	\$931,800
Total	\$732,200	\$199,600	\$931,800

LEGAL DESCRIPTION

LOT 1 CSM#9099-38-29 BNG PRT SW NE; SUBJ TO ESMT DES 690727 S35 T24 R8 787088

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
Rhineland Real Estate LLC c/o Stevens Point Cars LLC 5441 Highway 10 E Stevens Point, WI 54482		240835130005	240835130005	Garage, Service & Auto Showrm
		Property Address		Neighborhood
		5441 Highway 10 E		Hwy 10/39 & East of (Comm)
		Subdivision		Zoning
Display Note	Revised Parcel for 2007	Certified Survey Map		B5-HWY COMM

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Service Gar (S avg)	1977	4,896	Metal - Avg	14
1	2	Auto Showroom (S avg)	1977	3,264	Metal - Avg	10
Total Area				8,160		

BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age	29
		Year Built	1977
		Eff. Year	1985
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Courtesy Used



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 SITE PLAN REVIEW

(Pre-Application Conference is Required for Major and Minor Site Plan Reviews)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications (if any)				Assigned Case Manager			
Pre-Application Conference Date				Minor Site Plan	<input type="checkbox"/>	Major Site Plan	<input type="checkbox"/>

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Richard Bierman	Contact Name	
Address	2108 W. Johnsburg Road	Address	
City, State, Zip	Johnsburg, IL 60051	City, State, Zip	
Telephone	815-759-9459	Telephone	
Fax	815-307-8200	Fax	
Email	rbierman@rbcustomdesignsinc.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Rhineland Real Estate LLC	Owner's Name	
Address	1124 Galloway Drive	Address	
City, State, Zip	Woodstock, IL 60098	City, State, Zip	
Telephone	262-249-5252	Telephone	
Fax	262-249-5244	Fax	
Email	jimbozich@sbcglobal.net	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
5441 Highway 10 E #240835130005		
Legal Description of Subject Property		
Area of Subject Property (Acres/Sq Ft)		
3.04 Acres, 132,759 S.F.		
Current Zoning District(s)		
B-5 Highway Commercial		

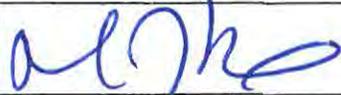
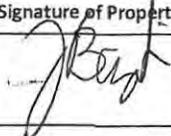
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
Automobile Showroom & Service	Automobile Showroom & Service	Automobile Showroom & Service
Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
<p>The land use will remain the same (Automobile showroom with new Service Center) as the current use. The existing automobile showroom will be remodeled and a new addition to the service center will be constructed. The existing auto sales lot will remain with some new pavement adjacent to the new service center addition added. Our current schedule will start end of June with the ground breaking and be completed by November 2014.</p>		
Current Zoning Surrounding Subject Property		
North:	B-5 Highway Commercial	South: Residential - Town of Hull
East:	B-5 Highway Commercial	West: B-5 Highway Commercial
Current Land Use Surrounding Subject Property		
North:	Retail	South: Residential
East:	Commercial	West: Commercial

EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any (List):
Letter to District Alderperson	<input type="checkbox"/>	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input type="checkbox"/>	
Site Plan (designating primary, side, and service street frontages)	<input type="checkbox"/>	
Building Elevations	<input 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 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)	Date
	6/10/14		6/10/14

8 0 3 0 5 9 2
Tx:4024332

795007

CYNTHIA A. WISINSKI
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
04/22/2014 2:09 PM

REC FEE: 30.00
PAGES: 8
FEE EXEMPT:

RESOLUTION

[SERVICE SHOP AND REPAIR FACILITY – 5441 HIGHWAY 10 EAST]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at the **5441 Highway 10 East (Parcel ID 2408-32-1300-05)**, described as LOT 1 CSM#9099-38-29 BNG PRT SW NE; SUBJ TO ESMT DES 690727 S35 T24 R8 787088, City of Stevens Point, Portage County, Wisconsin, hereby be granted a Conditional Use Permit for the purposes of constructing a service shop and repair facility within the wellhead protection district zone B, as per the attached plans, with the following conditions:

1. Additional screening in the form of a solid (opaque) ten foot tall fence shall be installed on the southern property line to screen the parking and service door area from neighboring residences. Said fence shall extend from the eastern property line west to the existing tree line in the southwest corner of the property (approximately 200 feet). If the existing trees were ever to be removed, the fence shall be extended to the western property line. In lieu of a fence, dense evergreen trees that have a mature height of at least ten feet may be installed along this area. Such plan must be approved by the Community Development Department. Such landscaping shall be maintained in perpetuity.



2. Proposed pavement/asphalt along the eastern building and proposed addition shall meet the 5 foot setback requirement.
3. All above ground chemical storage tanks shall be at minimum double walled, unless and equal or greater protection mechanism exists.
4. No underground tanks shall be installed.
5. Storage of all chemicals shall occur within a 100% containment area such as a concrete curb basin or tub to provide a second/third containment measure against leaks or spills.
6. Cracks and joints that open on dispensing areas or catch basins, if any, shall be filled and fixed immediately to avoid the infiltration of hazardous chemicals.
7. Catch basins shall be installed around every fill point to catch product that may drip from the loading hose during the product transfer process.
8. A spill prevention, control, and countermeasure plan shall be in place prior to the operation of the facility.
9. Monitoring wells shall be installed throughout the property at locations determined by the Director of Utilities. Testing shall be done annually, and the results shall be supplied to the Director of Utilities. City staff shall be given unrestricted access for compliance purposes.
10. The City reserves the right to establish new conditions for the purpose of protecting the groundwater supply. Furthermore, the department of Community Development and Utility department shall be notified if changes occur to chemicals, quantities, storage, or service at the facility or on the property.
11. All costs associated with the conditions within this resolution shall be at the expense of the operator and/or owner. All required reports relating to sampling, analysis, and/or testing shall be provided to the City upon completion of such sampling, analysis, and/or testing.
12. If any equal or superior alternative exists over any of the conditions, as determined by the Director of Utilities and the Director of Community Development, City of Stevens Point personnel shall have the ability to modify such condition(s).
13. The conditional use permit shall expire within two years after final occupancy date.

Such approval constitutes a Conditional Use Permit under the City's ordinances.

Approved:



Andrew J. Halverson, Mayor

Attest:



John Moe, City Clerk

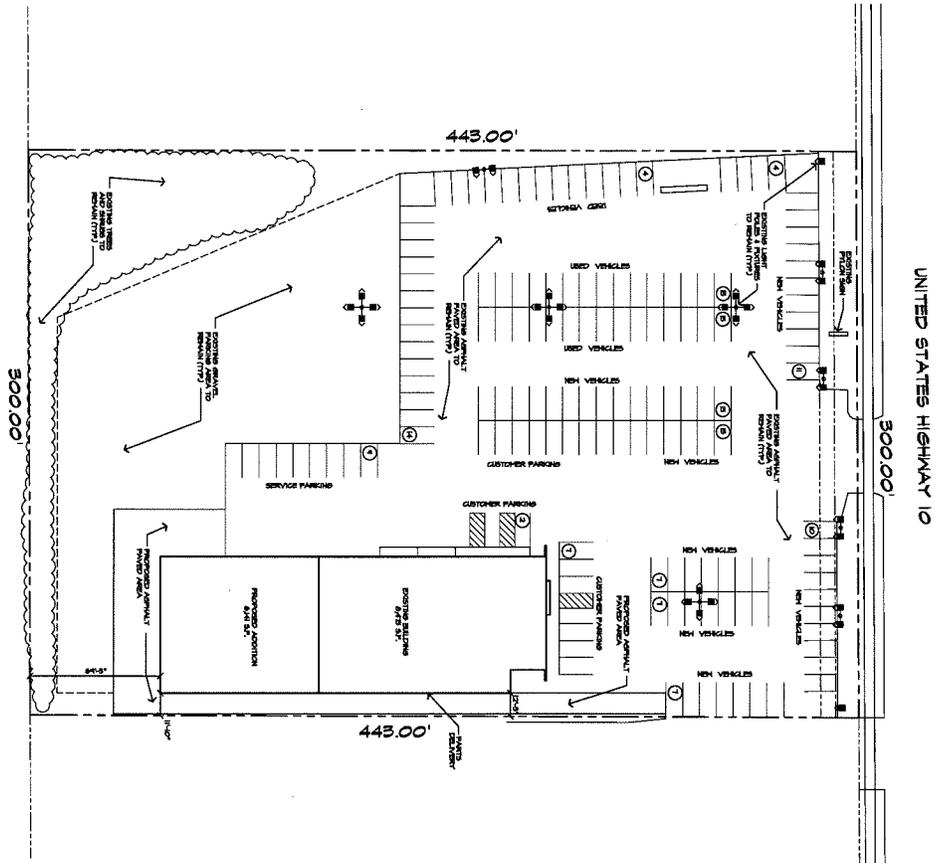
Dated: April 21, 2014

Adopted: April 21, 2014

Drafted by: Michael Ostrowski

Return to: City Clerk

SITE PLAN



© COPYRIGHT 2014

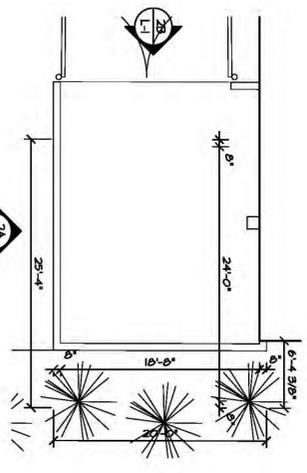


R.B. CUSTOM DESIGNS INC.
 2100 N. Johnson Road
 Johnson, Illinois 60051
 Phone: 815-794-4484 Fax: 815-801-8200

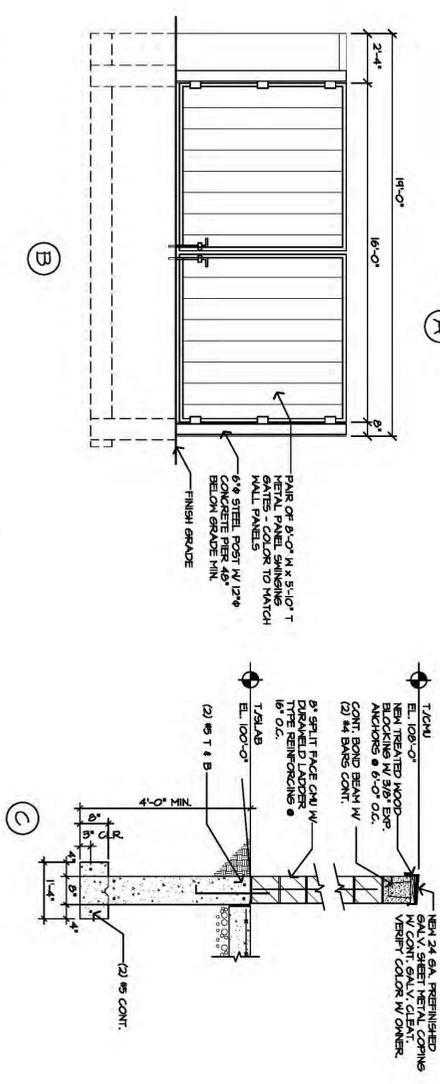
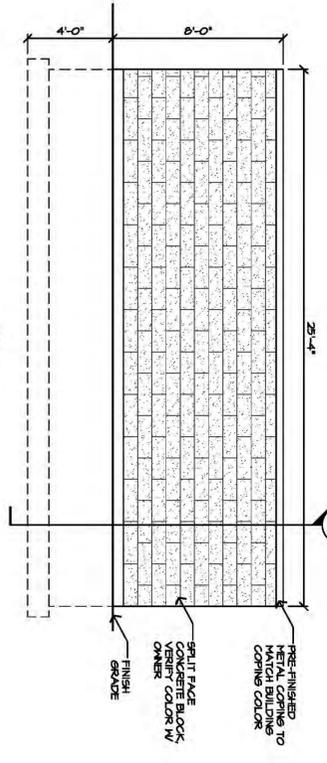
BUILDING ALTERATIONS FOR:
 STEVENS POINT CHRYSLER
 STEVENS POINT, WISCONSIN

CONCEPTUAL SITE PLAN

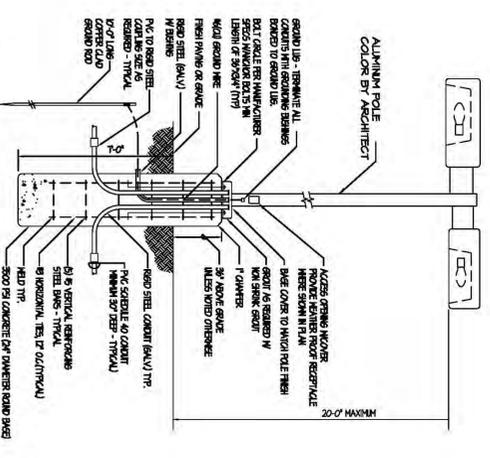
DATE	DESCRIPTION



1 DUMPSTER ENLARGED PLAN
SCALE: 1/8" = 1'-0"

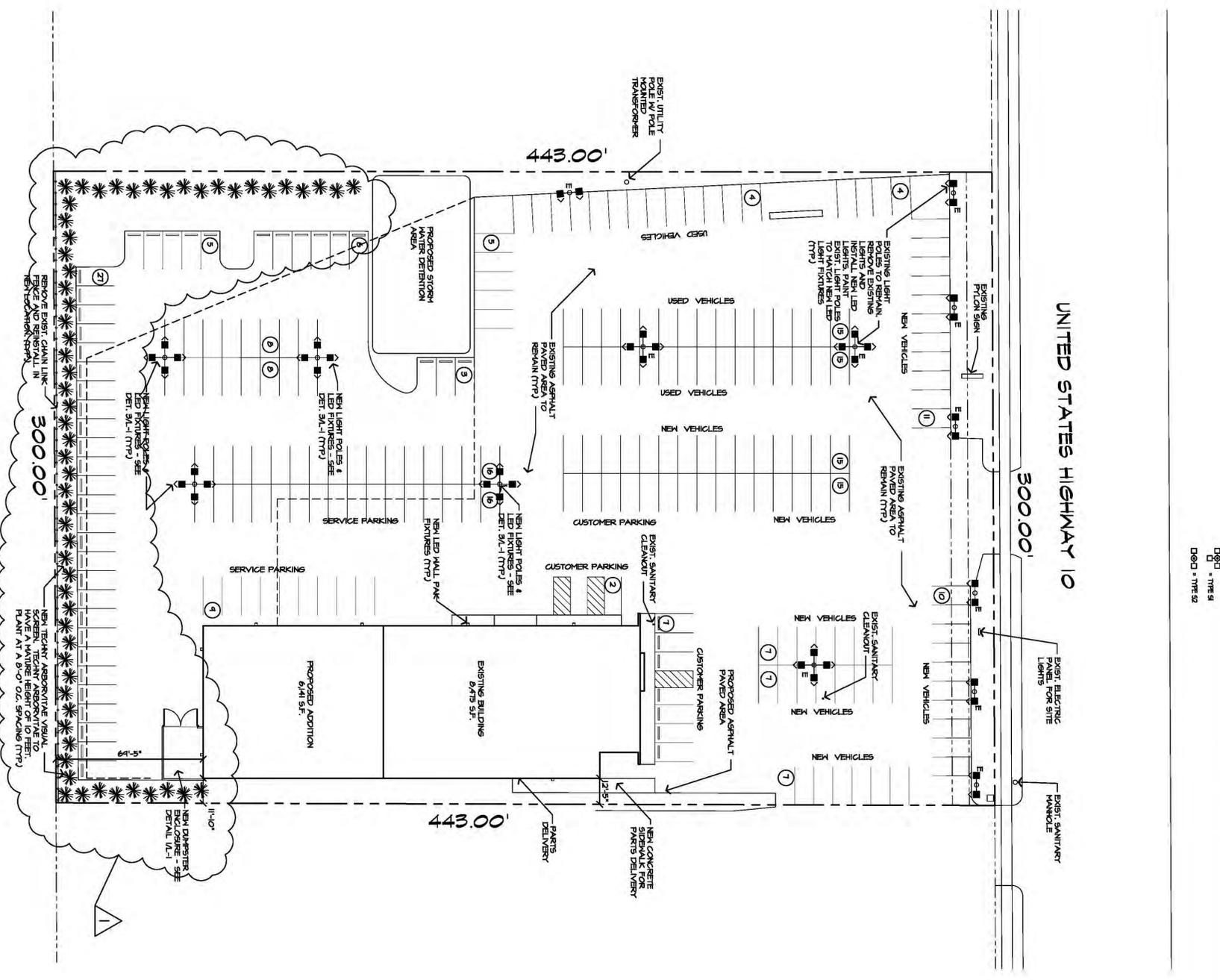


2 DUMPSTER ENCLOSURE DETAIL
SCALE: 1/4" = 1'-0"



3 PARKING LOT LIGHTING POLE BASE DETAIL
NOT TO SCALE

SITE LIGHTING FIXTURE SCHEDULE						
TYPE	DESCRIPTION	HOUSING	LAMP	VOLTAGE	MANUFACTURER & MODEL NUMBER	
S1	(4) LED LUMINAIRIES FOR PARKING ON EXISTING POLE ON NEW POLE FOR OCCASIONS.	ROLE K04MD	100W LED	120V/277V	GE LIGHTING EMI-4-S10-120V/277V	
S2	(2) LED LUMINAIRIES 100" APART ON EXISTING POLE OR NEW POLE AS OCCURS.	ROLE K04MD	100W LED	120V/277V	GE LIGHTING EMI-4-S10-120V/277V	



4 SITE LIGHTING/LANDSCAPE PLAN
SCALE: 1" = 30'-0"

REVISIONS	BY
1	6/1/14 RB

SITE LIGHTING/LANDSCAPE PLAN

BUILDING ALTERATIONS FOR:
STEVENS POINT CHRYSLER
5441 HIGHWAY 10 EAST
STEVENS POINT, WISCONSIN

R.B. CUSTOM DESIGNS INC.
2108 N. Johnsonburg Road
Johnsonburg, Illinois 60051
Phone: 815-754-4454 Fax: 815-307-8200

© COPYRIGHT 2014
Date: 5/22/14
Scale: AS NOTED
Drawn: RLB
Job: 1324-4
Sheet: 13 of 13
Sheets:



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: 6/25/2014

Subject: Request from Point of Beginning, representing the property owner, for a site plan review, to construct an approximate 1,518 square foot building addition and parking lot expansion at **5301 Highway 10 East (Parcel ID 2408-35-2400-03)**.

UltraCom Wireless is proposing to construct an approximate 1,518 square foot addition on to the existing commercial building, as well as expand the parking lot by 1,658 square feet. The parcel is located on the southeast corner of US Highway 10 and Old Highway 18. Details pertaining to the proposed development are below.

Development Details:

- 1,518 square feet building addition
- 1-story
- 0.72 acre
- 1,658 square feet additional paved parking
- Addition of 13 parking stalls (total-23 parking stalls)

City ordinance requires the following regarding the B-5 Highway Commercial District:

Chapter 23.02(2)

e) "B-5" Highway Commercial

- 5) Site Plan Review. In addition to the standards contained in this and other City ordinances, no building or zoning permit shall be issued for a new use or renovation of any part of an existing use in this Highway Commercial District until the Common Council has approved the site plan for the proposed use. This requirement is adopted to protect the health, safety, and welfare of the citizens of the City and the property owners, to protect the safety of the users of the adjacent highway and the users of the commercial sites of this district, to protect pedestrians, and to protect property values. Site plan review shall include but not be limited to review of compliance with highway access safety considerations, reduction of access points along the highway, alignment of access points directly or almost directly across from each other*

consistent with the adopted Highway Access Plan, the sharing of drive access points between adjacent properties, provisions for access easements necessary to implement the access plan, parking lot layout, joint parking provisions, building setback and entrance/service drive positioning, internal traffic circulation, and compliance with all standards contained in City ordinances.

The site plan shall first be reviewed by the Plan Commission. The Common Council may affirm, affirm with modification, or reject the recommendation of the Plan Commission. If the Plan Commission fails to act upon the request of any applicant within 45 days of the submission of the application, the request may be taken directly to the Common Council without benefit of recommendation by the Plan Commission. The Plan Commission may modify the provision contained in this ordinance if, in their opinion, the policies contained in this ordinance are met.

Staff would recommend approval with the following conditions:

1. Six bicycle stalls must be installed as per the distance and design requirements in the zoning code.
2. Canopy trees must be a minimum of 2.5" caliper and ten feet at planting.
3. Curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area.
4. If any of the existing landscaping is removed, it must be replaced with new landscaping that meets current standards.
5. The landscaping must have a water source within 100 feet, or be irrigated.
6. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.

Name and Address		Parcel #	Alt Parcel #	Land Use
SJN Rentals LLC 5301 Highway 10 East Stevens Point, WI 54482		240835240003	240835240003	Office Building
		Property Address		Neighborhood
		5301 Highway 10 E		Hwy 10/39 & East of (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B5-HWY COMM

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
SJN Rentals LLC	1/29/2007	\$386,000	Warranty Deed	699357		Land & Build.

SITE DATA

PERMITS

Actual Frontage	Effective Frontage	Effective Depth	Square Footage	Acreage	Date	Number	Amount	Purpose	Note
93.9	93.9	334.5	31,424.0	0.721	3/6/2013	13-0069	\$6,100	042 Interior Renov/Re	remove door & install
					1/5/2007	34518	\$3,500	042 Interior Renov/Re	
					10/10/2003	31980	\$800	020 Electrical	100A panel to 150A p
					8/21/2001	30152	\$21,300	042 Interior Renov/Re	
					3/25/1999	28249	\$1,000	099 Sign	
					12/4/1995	25523	\$5,800	099 Sign	

2013 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$173,000	\$184,700	\$357,700
Total	\$173,000	\$184,700	\$357,700

LEGAL DESCRIPTION

LOT 1 CSM#4971-17-226 & A BNG PRT SE NW S35 T24 R8 699357

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
SJM Rentals LLC 5301 Highway 10 East Stevens Point, WI 54482		240835240003	240835240003	Office Building
		Property Address		Neighborhood
		5301 Highway 10 E		Hwy 10/39 & East of (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B5-HWY COMM

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Office Bldg (D good)	1994	2,160	Wd or Stl Frm w/ Mas Ven or St	12

Total Area		2,160
-------------------	--	-------

BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age	20
		Year Built	1994
		Eff. Year	1994
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	US Cellular Building



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 SITE PLAN REVIEW

(Pre-Application Conference is Required for Major and Minor Site Plan Reviews)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	Date Submitted	Fee Required	Fee Paid
Associated Applications (if any)	Assigned Case Manager		
Pre-Application Conference Date	Minor Site Plan <input type="checkbox"/>	Major Site Plan <input type="checkbox"/>	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Sara Nickolay	Contact Name	Jim Lundberg
Address	5301 Highway 10 East	Address	5709 Windy Drive Suite D
City, State, Zip	Stevens Point, WI, 54482	City, State, Zip	Stevens Point, WI, 54482
Telephone	715-343-1547	Telephone	715-344-9999
Fax	715 341-9340	Fax	715-344-9922
Email	saran@ultracomwireless.com	Email	jiml@pobinc.com

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)		PROPERTY OWNER OF RECORD 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
5301 HIGHWAY 10 EAST, Stevens Point, WI, 54482		
Legal Description of Subject Property		
LOT ONE OF CERTIFIED SURVEY MAP #4971, LOCATED IN THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 35, TOWNSHIP 24 NORTH, RANGE 8 EAST		
Area of Subject Property (Acres/Sq Ft)		
31429 sq ft.		
Current Zoning District(s)		
B5 Highway Commercial		

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
Same as Existing	Retail	Retail

Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

The proposed project consists of a 1518 square foot addition to the existing commercial retail building and an expansion of paved parking lot. 589 square feet of paved parking will be replaced by the addition while 1658 square of feet will be added.

Current Zoning Surrounding Subject Property

North:	B5 Commercial	South:	B4 Commercial
East:	B5 Commercial	West:	B5 Commercial

Current Land Use Surrounding Subject Property

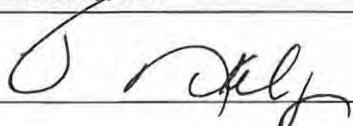
North:		South:	
East:		West:	

EXHIBITS

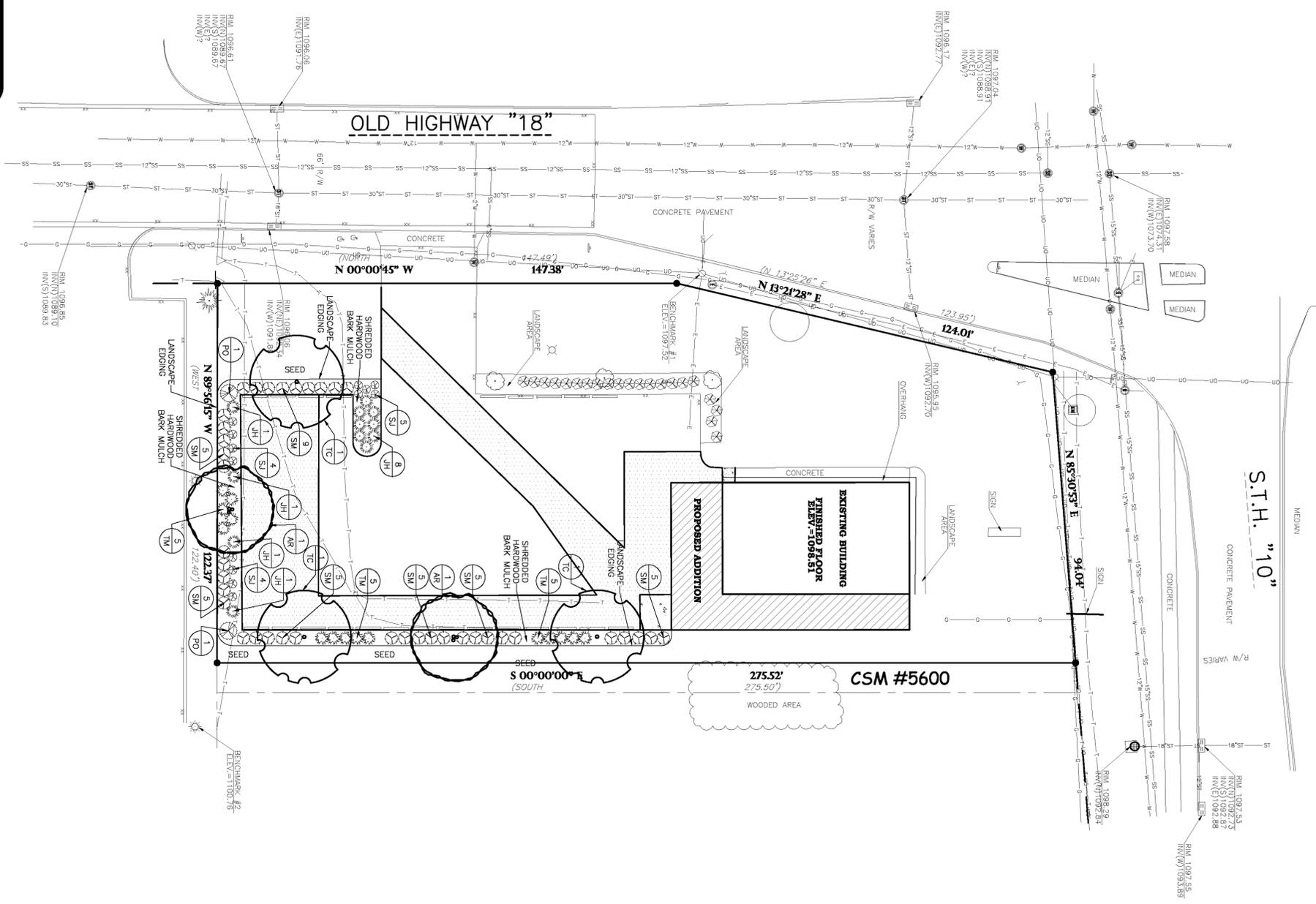
Owner Information Sheet	<input checked="" type="checkbox"/>	Additional Exhibits if Any (List):
Letter to District Alderperson	<input type="checkbox"/>	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input type="checkbox"/>	
Site Plan (designating primary, side, and service street frontages)	<input checked="" type="checkbox"/>	
Building Elevations	<input type="checkbox"/>	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	<input checked="" type="checkbox"/>	
Street Plan with Cross-sections	<input type="checkbox"/>	
Utility Plan	<input type="checkbox"/>	
Landscape Plan (including any equivalent alternative landscaping requests)	<input 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)	Date
	6-5-14		6-5-14

POINT OF BEGINNING, INC. SHALL BE LIABLE TO CONTRACTOR IN AND TO ASSUMPTION OF RESPONSIBILITY FOR THE ACCURACY OF THE INFORMATION AND DATA PROVIDED HEREON. CONTRACTOR SHALL VERIFY THE ACCURACY OF THE INFORMATION AND DATA PROVIDED HEREON. CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION AND DATA PROVIDED HEREON. CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION AND DATA PROVIDED HEREON.



GENERAL NOTES:

1. CONTACT DIGGER'S HOTLINE 5 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 HAY 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. ALL TREES SHALL BE STAKED OR APPROVED. ALL SHALL BE PLACED AROUND ALL LANDSCAPE BEDS.
7. 3" OF SHREDDED BARK MULCH SHALL BE PLACED IN ALL GROUND COVER PLANTING BEDS. COLOR TO BE SELECTED BY OWNER.
8. PRE-EMERGENT HERBICIDE SHALL BE PLACED BENEATH ALL BARK MULCH.
9. COORDINATE ALL LANDSCAPE WORK WITH GAS, ELECTRIC, (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUNTS AND SIGNAL) CABLE AND TELEPHONE CONSTRUCTION AND RESPECTIVE TRADES FOR THE INSTALLATION OF SAID UTILITIES.

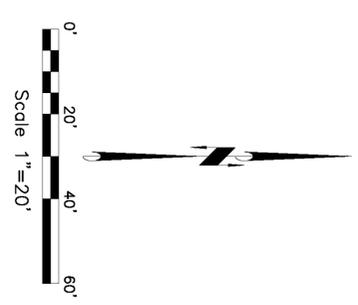
PLANTING SCHEDULE:

TREES	SYMBOLS	BOTANICAL NAME	COMMON NAME	INSTALLATION SIZE	SIZE AT MATURITY	QUANTITY
AR		ACER RUBRUM 'NORTHWOOD'	NORTHWOOD MAPLE	2" CAL.	50TX35W	2
TC		TILIA CORDATA	LITTLELEAF LINDEN	2" CAL.	60TX45W	3
SHRUBS						
JH		JUNPERUS CHINENSIS 'YOUNGSTOWN'	YOUNGSTOWN JUNPER	24"W	11TX5W	12
PO		PHYSCOCARPUS OPULIFOLIUS 'MINDA'	COPPERFINA NINEBARK	36"	81TX5T	2
TM		TAXUS X MEDIA 'TAUNTONII'	TAUNTON YEW	18"	41TX6W	15
SI		SPREA JAPONICA 'MAGIC CARPET'	MAGIC CARPET SPREA	18"	21TX2W	13
SM		SHRUBA METERI 'FALBEN'	DWARF KOREAN LILAC	24"	51TX5W	39

LANDSCAPE REQUIREMENTS:

REQUIREMENT: ADD TREES AT MINIMUM RATE 1 TREE PER 50 LINEAL FEET PARKING AREA.
 240 L.F. OF PARKING/50 = 5 REQUIRED
 PROPOSED: 5 TREES

PERMETER LANDSCAPING REQUIREMENT: 5' PARKING LOT PERMETER LANDSCAPE BED. 1 SHRUB FOR EVERY 15 SQUARE FEET OF LANDSCAPED AREA = 1,200 S.F./15 = 80 SHRUBS REQUIRED
 PROPOSED: 81 SHRUBS



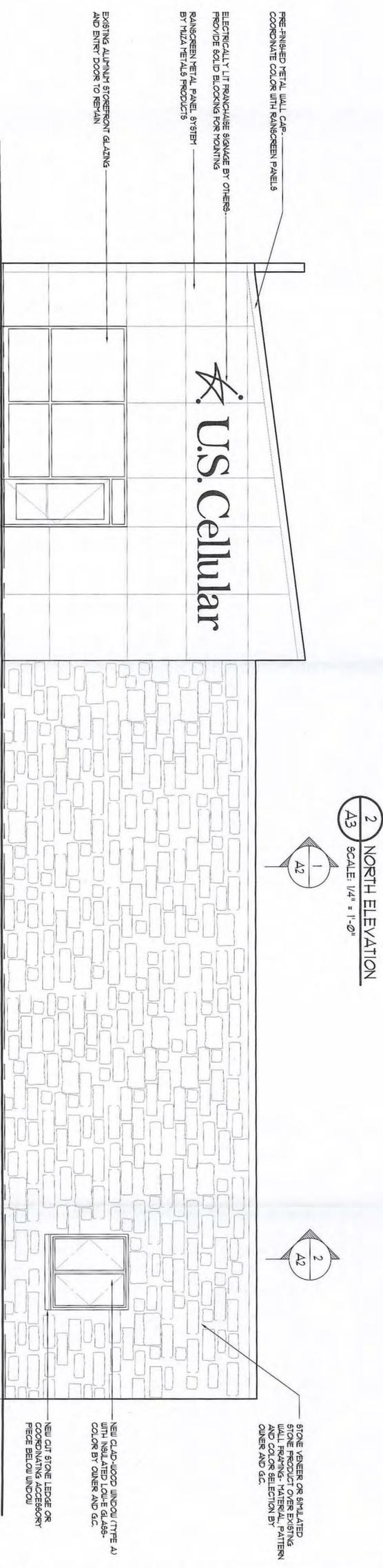
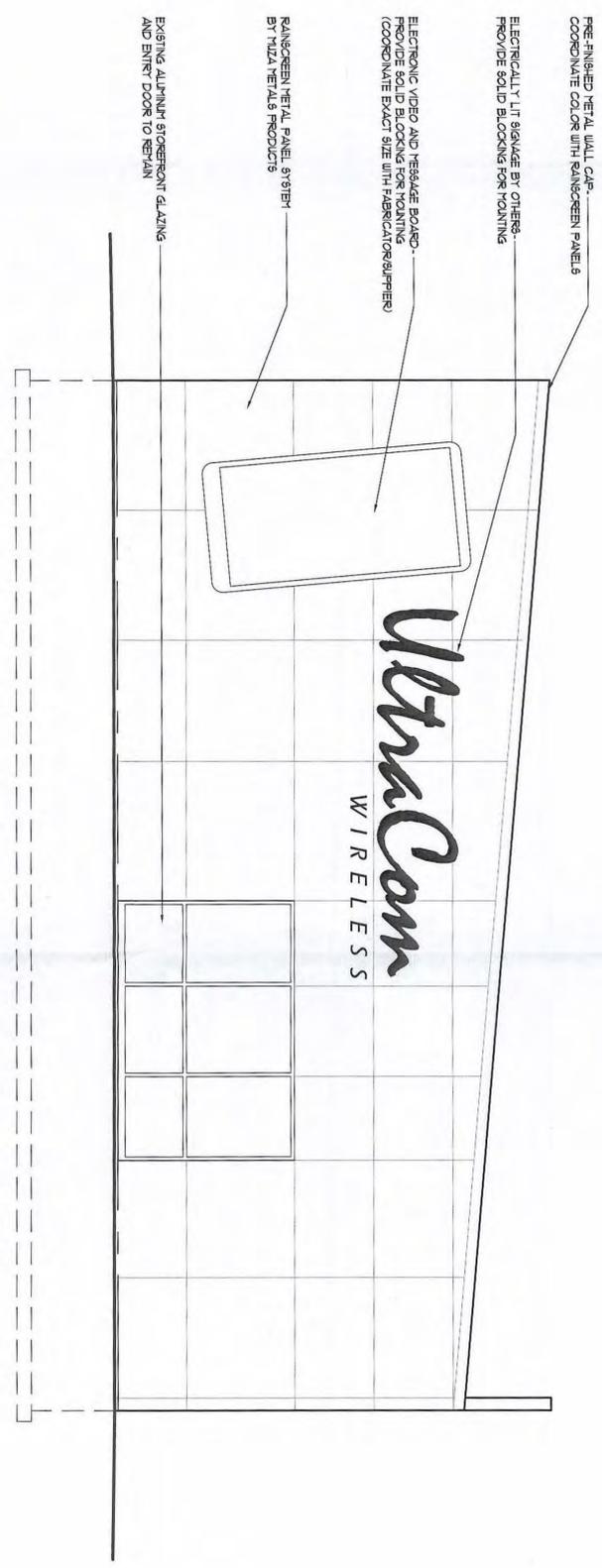
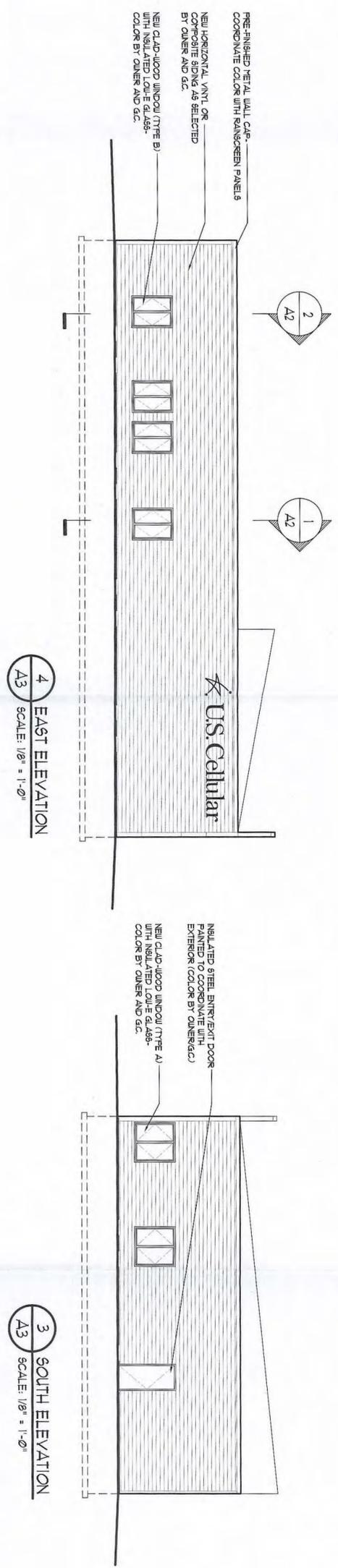
POB
 Point of Beginning
 SHEET 6 OF 6

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

ULTRACOM WIRELESS
 5301 U.S. 10
 CITY OF STEVENS POINT
 PORTAGE COUNTY, WISCONSIN

LANDSCAPE PLAN

DESIGNED: JAMES JENSENBERG
 DRAWN: WILLIAM ROZEMER
 DATE: 05-19-2014
 PROJECT NO.: 141021



EXTERIOR ELEVATIONS

ADDITION AND ALTERATIONS TO
ULTRACOM WIRELESS
STEVENS POINT, WISCONSIN

ULTRACOM WIRELESS
5301 HIGHWAY 10 EAST
STEVENS POINT, WISCONSIN 54482

GRUNWALDT & HALVERSON
Architects and Engineers
3260B Church Street Stevens Point WI 54481
715/344-8647 (Phone) 715/344-9814 (Fax)

THESE DRAWINGS AND DESIGN THEREIN ARE THE EXCLUSIVE PROPERTY OF GRUNWALDT & HALVERSON, LLC. ANY USE OR REPRODUCTION WITHOUT THE EXPRESS WRITTEN CONSENT OF GRUNWALDT & HALVERSON, LLC WILL RESULT IN LEGAL ACTION.

DATE:	4-23-2014
CHECKED:	TJL
DRAWN:	PJD
SCALE:	A3 SHOWN
JOB NO.:	14072
SHEET:	A3
OF 3 SHEETS	

Administrative Staff Report

Traditional Neighborhood District

Conditional Use – Mike Yokers

1709 Main Street

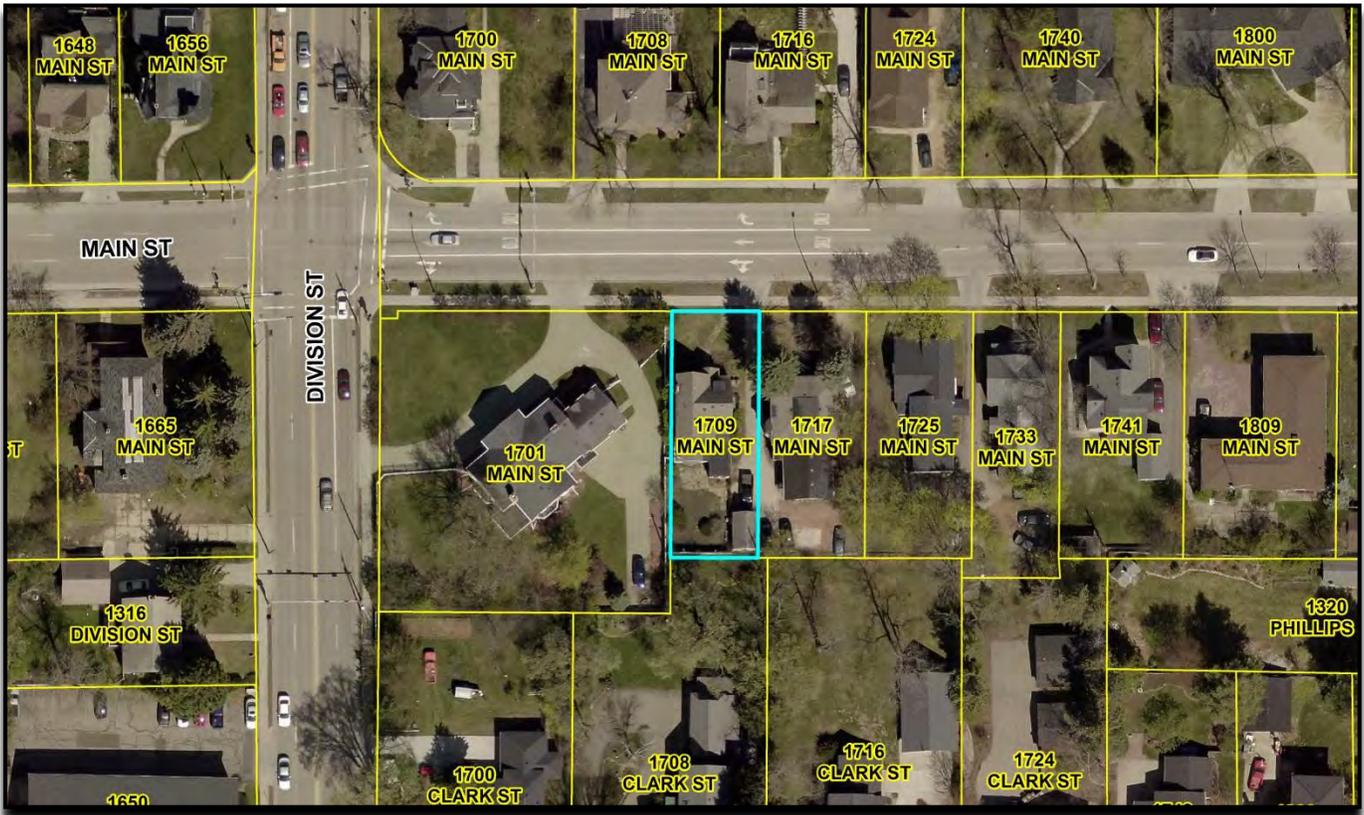
June 7, 2014



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> • Mike Yokers <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"> • 2408-32-1036-07 <p>Zone(s):</p> <ul style="list-style-type: none"> • "R-3" Single and Two Family Residence District <p>Master Plan:</p> <ul style="list-style-type: none"> • Residential <p>Council District:</p> <ul style="list-style-type: none"> • District 3 – O'Meara <p>Lot Information:</p> <ul style="list-style-type: none"> • Actual Frontage: 45 feet • Effective Frontage: 45 feet • Effective Depth: 125 feet • Square Footage: 5,653 • Acreage: 0.13 <p>Current Use:</p> <ul style="list-style-type: none"> • Residential <p>Applicable Regulations:</p> <ul style="list-style-type: none"> • 23.01(16), 23.02(1)(e), and 23.02(1)(h) 	<p>Request</p> <p>Request from Mike Yokers for a conditional use permit for the purposes of constructing a garage using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements at 1709 Main Street (Parcel ID 2408-32-1036-07).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> • Property Data • Exhibit Map • Application • Survey <p>Findings of Fact</p> <ul style="list-style-type: none"> • The property is zoned R-3. • The property is within the Traditional Neighborhood Development (TND) Overlay District. • The request is to construct a garage using a side yard and rear yard setback of 1 foot from the southern and eastern property lines. The minimum requirement in the TND Overlay District is 1 foot for accessory structures. <p>Staff Recommendation</p> <p>Approve, subject to the following condition(s):</p> <ul style="list-style-type: none"> • All necessary building permits shall be obtained for the proposed work. • The applicant shall not widen the curb cut and driveway within the public right-of-way without the approval of all applicable departments. Driveway requirements shall apply. • Gutters shall be installed on entire garage and directed appropriately to prevent drainage onto adjacent properties. • The materials of the new garage shall be compatible to the greatest extent possible with the materials on the main home. • All other applicable ordinance requirements shall be met. • Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.
---	---

Vicinity Map



Background



Mr. Yokers is requesting to use the Traditional Neighborhood District (TND) accessory structure setbacks to reconstruct a detached garage. Currently, the home utilizes a small one car detached garage. The garage is deteriorated and is proposed to be demolished and reconstructed using materials similar to those found on the home. Very little if any setback currently exists for the detached garage. Using the TND overlay standards, a 1 foot setback is allowed with approval from the Common Council through the conditional use process. The small lot (<6,000 s.f.) and the larger home make it difficult for an adequate sized garage to be constructed meeting the R-3 district setback requirements of 3 feet, while also meeting the 10 foot building code spacing requirement.

Proposed Attached Garage:

Width: 20-22 feet

Length: 20-22 feet

Square Feet: 400-484 square feet

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 single family dwelling is existing and is a low intensity use within the residential area.

Findings: The change should not be detrimental to the health, safety, or general welfare of the public.

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

Analysis: There is to be no change in use.

Findings: The current use is not in conflict with the surrounding neighborhood, as it is primarily residential.

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

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

Findings: The proposed change should not impede the orderly development and improvement of the surrounding properties.

- 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 immediate area has a mix of residential homes. Neighboring homes along the same street have similar size lots with reduced setbacks that provide limited space for additions, expansions, or reconstructions. Furthermore, many homes were constructed within the early 1900's prior to zoning regulations.

Findings: The proposed change should not be in variance with the architectural appeal or function of the neighborhood.

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

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

Findings: Utilities currently exist in this area.

- 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: The applicant has not requested to widen the driveway; however, he may create a larger apron entry for the garage.

Findings: Staff would recommend that the applicant not widen the curb cut and driveway within the public right-of-way without the approval of all applicable departments.

- 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 Single and Two Family Residence District. The intent of this district to provide for both single family residences and two family residences intended particularly to act as a transition district between lower intensity uses such as permitted in "C", "R-1" and "R-2" districts and higher intensity districts, consistent with the City's Comprehensive Plan. This district is intended to be provided for all lands where sewer and water is or will be required.

Findings: The use is consistent with the district.

- 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 and building exist.

Findings: The proposed change to the building meets all other zoning requirements.

- 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: The building is existing and fronts on Main Street. One driveway exists for the property where parking only occurs.

Findings: This standard is met.

- 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: The property currently exists.

Findings: This standard is met.

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

N/A

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

Photos



Name and Address		Parcel #	Alt Parcel #	Land Use
Mike Yokers 1421 Pine Oaks Ct Stevens Point, WI 54482		240832103607	240832103607	Residential
		Property Address		Neighborhood
		1709 Main St		294 Main & Clark Neighborhood
		Subdivision		Zoning
Display Note	Revised Parcel for 2011	Certified Survey Map		R3-TWO FAMILY

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Mike Yokers	3/26/2013	\$81,500	Sheriff Deed	783046		Land & Build.
Maria & Chrystyonne Andrae	3/1/2011	\$0	Term. Dec. Prop. Int.	755830		Land & Build.
Maria & Chrystyonne Andrae	9/2/1998	\$77,500	Warranty Deed	54	5998	Land & Build.

SITE DATA

PERMITS

Actual Frontage		Date	Number	Amount	Purpose	Note
45.0		12/11/2013	13-0715	\$2,000	044 Inter Renov/Remod	bath remodel
Effective Frontage	45.0	12/11/2013	13-0715	\$1,500	020 Electrical	bath remodel
Effective Depth	125.6	12/11/2013	13-0715	\$3,000	066 Plumbing	bath remodel
Square Footage	5,653.0	7/17/2000	29483	\$600	020 Electrical	upgrade
Acreage	0.130	12/2/1998	28137	\$400	066 Plumbing	hwh
		7/8/1998	27770	\$5,200	024 Exterior Renovati	repair porch

2013 ASSESSED VALUE

Class	Land	Improvements	Total
(1) - A-Residential	\$9,100	\$109,400	\$118,500
Total	\$9,100	\$109,400	\$118,500

LEGAL DESCRIPTION

LOT 1 CSM#9969-43-149 BNG THE W 45' OF LOT 9 BLK 15 SMITH BRIGGS & PHILLIPS ADD WITH PERPETUAL RIGHT TO USE DRVWY JOINTLY BNG PRT NENE S32 T24 R8 783046

DWELLING DATA (1 of 1)

Style	045 Tudor (Brick or Stone)			Basement	Full	Exposed	No
Ext. Wall	Stone			Heating	Basic		
Story Height	1.5	Age	84	Fuel Type	Gas		
Year Built	1930	Eff. Year	1930	System Type	Warm Air		
Class	(1) - A-Residential			Total Rooms	7	Bedrooms	3
Int. Cond. Relative to Ext.	Interior Same As Exterior			Family Rooms	0		
Physical Condition	Average			Full Baths	1	Half Baths	1
Kitchen Rating	Average			Bath Rating	Average		

FEATURES

ATTACHMENTS

Description	Units	Description	Area
Fireplace	1	Enclosed Masonry Porch	40
Openings	1		
Additional Plumbing Fixtures	1		

Name and Address		Parcel #	Alt Parcel #	Land Use
Mike Yokers 1421 Pine Oaks Ct Stevens Point, WI 54482		240832103607	240832103607	Residential
Property Address			Neighborhood	
1709 Main St			294 Main & Clark Neighborhood	
Subdivision			Zoning	
Display Note	Revised Parcel for 2011	Certified Survey Map		R3-TWO FAMILY

LIVING AREA

Description	Gross Area	Calculated Area
Basement	832.0	
Finished Basement Living Area	0.0	0.0
First Story	1,172.0	1,172.0
Second Story	0.0	0.0
Additional Story	0.0	0.0
Attic / Finished	0.0	0.0
Half Story / Finished	832.0	624.0
Attic / Unfinished	0.0	
Half Story / Unfinished	0.0	
Room / Unfinished	0.0	
Total Living Area		1,796.0

DETACHED IMPROVEMENTS

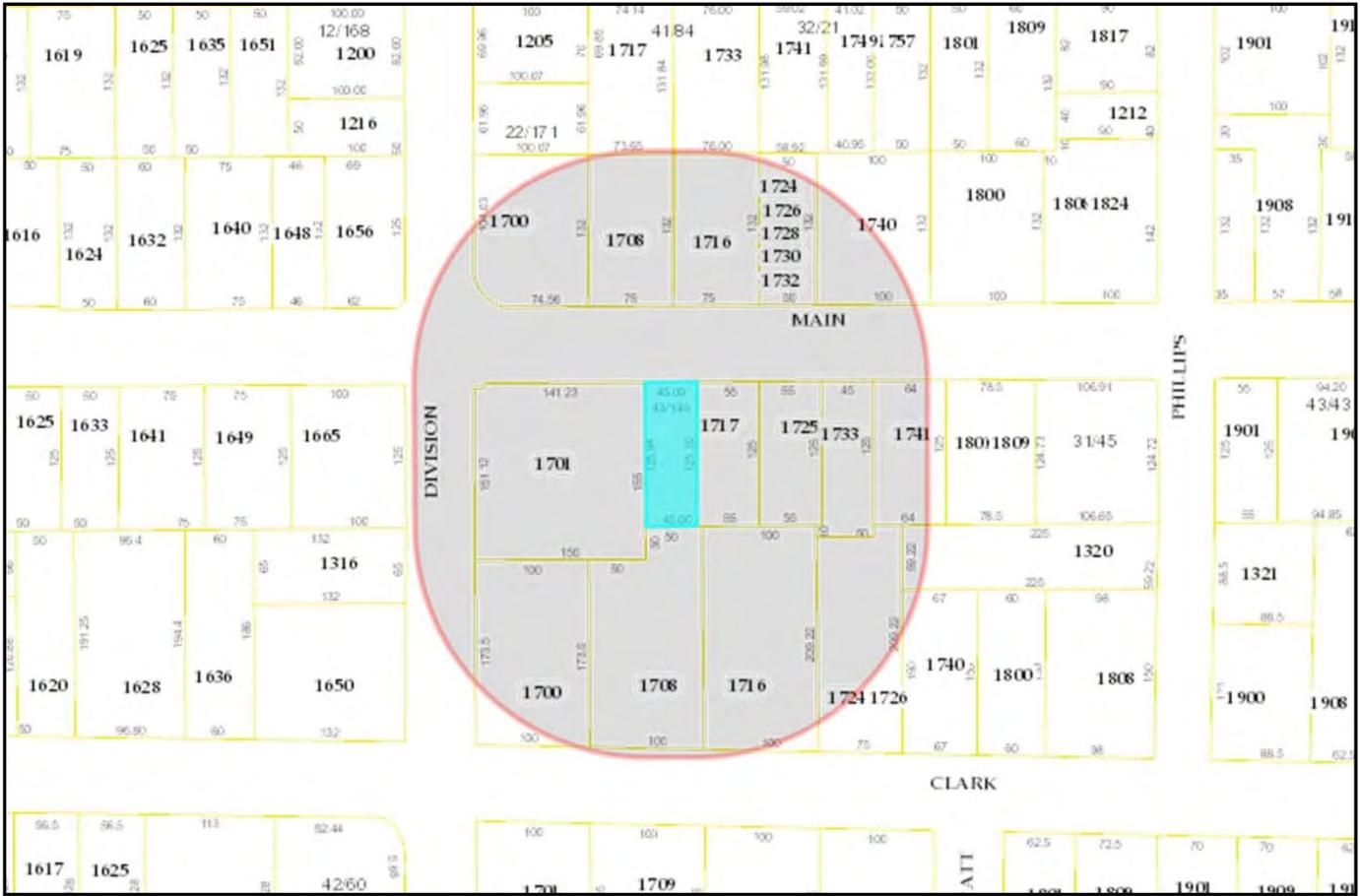
Description	Year Built	Square Feet	Grade	Condition
Garage - Detached Frame/ Block	1930	216.0	C	Average

PROPERTY IMAGE

PROPERTY SKETCH



Conditional Use Permit – TND Setback – 1709 Main Street – Exhibit Map (200 Feet Boundary)



Tax Key	Name	Property Address	City, State	Zip	HOUSENUM
281240832103720	CRAIG M & TRACI L ROTHENBURGER	N2001 Douglas Ave	Endeavor WI	53930	1733 College Ave
281240832103719	JEFFREY M FILTZ	P O Box 164	Stevens Point WI	54481	1717 College Ave
281240832103715	MICHAEL J & JANET L SLOWINSKI	1596 Jerry's Ln	Junction City WI	54443	1740 Main St
281240832103714	DMT RENTALS LLC	1910 Wisconsin Ave	Plover WI	54467	1724 Main St
281240832103713	FORREST C & REBECCA L GRULKE	1716 Main St	Stevens Point WI	54481	1716 Main St
281240832103712	CHRISTOPHER L ROZUMALSKI	1708 Main Street	Stevens Point WI	54481	1708 Main St
281240832103711	CHARLES PIOTROWSKI	201 Pine Bluff Rd	Stevens Point WI	54481	1700 Main St
281240832103603	F & F PROPERTIES LLP	PO Box 258	Lodi WI	53555	1741 Main St
281240832103604	ESCHENBAUCH B C/O DAVE ESCHENBAUCH	10353 Krogwold Rd	Amherst Junction WI	54407	1733 Main St
281240832103605	JEAN W MCQUEEN	1725 Main Street	Stevens Point WI	54481	1725 Main St
281240832103606	JOHN B & JULIE A JOHNSON	1020 Nottingham Dr	Plover WI	54467	1717 Main St
281240832103607	MARIA & CHRYSYONNE ANDRAE	1709 Main St	Stevens Point WI	54481	1709 Main St
281240832103608	JONI S CHERNEY	1701 Main St	Stevens Point WI	54481	1701 Main St
281240832103616	WILLIAM E COOPER	1320 Phillips Street	Stevens Point WI	54481	1320 Phillips St
281240832103612	BOBBY T & KELLY E BALLARD	1726 Clark St	Stevens Point WI	54481	1724 Clark St
281240832103611	TODD M & REBECCA L JIROUS	1716 Clark St	Stevens Point WI	54481	1716 Clark St
281240832103610	ELIZABETH R SPRANGER	1708 Clark Street	Stevens Point WI	54481	1708 Clark St
281240832103609	GENE & GENA NUMSEN	1700 Clark St	Stevens Point WI	54481	1700 Clark St
281240832103613	MARY C GLINSKI	1740 Clark Street	Stevens Point WI	54481	1740 Clark St



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)

ADMINISTRATIVE SUMMARY (Staff Use Only)

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

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	MIKE YOKERS	Contact Name	
Address	1421 PINE OAKS CT	Address	
City, State, Zip	STEVENS POINT, WI	City, State, Zip	
Telephone	(715) 572-1402	Telephone	
Fax	(715) 341-6861	Fax	
Email	YOKERSM@FIRSTWEBER.COM	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
1709 MAIN ST		
Legal Description of Subject Property		
Parcel # 240832-103607		
CSM # 9969-43-149		
Designated Future Land Use Category	Current Use of Property	
	RENTAL	
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)		
<p>WANT TO REPLACE GARAGE WITH LARGE GARAGE. Due to size of lot need to build on lot lines, or as close to lot lines as permitted.</p>		

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

Better looking new garage.
 New garage to be approx 20' x 22'
 NO LARGER than 22' x 22'

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

Current Zoning Surrounding Subject Property

North:		South:	
East:	R3-TWO FAMILY	West:	

Current Land Use Surrounding Subject Property

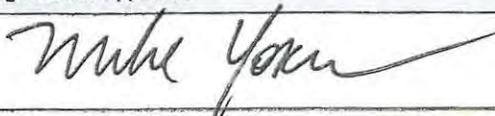
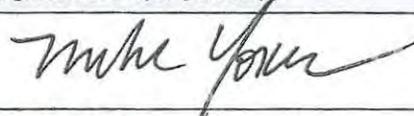
North:		South:	
East:	RENTAL	West:	

EXHIBITS

Exhibit	Checked	Additional Exhibits If Any:
Owner Information Sheet	<input checked="" type="checkbox"/>	CSM
Letter to District Alderperson	<input type="checkbox"/>	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input type="checkbox"/>	
Site Plan (designating primary, side, and service street frontages)	<input checked="" type="checkbox"/>	
Building Elevations	<input 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 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)	Date
	6/18/14		6/18/14



CSM #9969-43-149

CYNTHIA A WISINSKI
PORTAGE COUNTY REGISTER OF DEEDS
RECEIVED FOR RECORD
JUNE 11, 2010 AT 02:05PM

CERTIFIED SURVEY MAP NO.

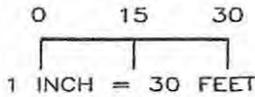
BEING THE WEST 45 FEET OF LOT 9 IN BLOCK 15 OF SMITH, BRIGGS AND PHILLIPS ADDITION LOCATED IN PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 32, TOWN 24 NORTH, RANGE 8 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN

Cynthia A. Wisinski

CYNTHIA A WISINSKI, REGISTER OF DEEDS
Fee Amount: \$13.00



SCALE



BASE FOR BEARINGS

BEARINGS REFERENCED TO THE EAST LINE OF THE NORTHEAST 1/4, SECTION 32, T24N-R8E, ASSUMED TO BEAR S00°36'18"E.

NE CORNER SECTION 32
T24N-R8E

S00°36'18"E
1206.73'



SECTION LINE
1456.62'

2663.35'

E1/4 CORNER SECTION 32
T24N-R8E

MAIN STREET

NW CORNER BLOCK 15

P.O.B.

S89°01'05"W
150.00'

S89°01'05"W
45.00'

S89°01'05"W
55.00'

402.50'
347.50'

S89°02'05"W
708.11'

LOT 1
0.13 ACRES
5,653 SQ. FT.

PERPETUAL RIGHT TO USE JOINTLY PER WARRANTY DEED #545998

SMITH AND PHILLIPS
BRIGGS
ADDITION

LEGEND

- ⊕ CROSS CUT IN CONCRETE DRIVEWAY
- 3/4" IRON ROD FOUND
- 1" IRON PIPE FOUND
- ⊗ PK NAIL SET
- ⊗ PK NAIL FOUND
- ⊗ EXISTING FENCE

#1701

HOUSE
#1709

#1717

BLOCK 15

LOT 9

GARAGE

S01°15'44"E
125.94'

N01°15'44"W
125.30'

125.94'

45.00'
N88°11'57"E

54.31'
N88°11'57"E

CORNER IN NW COR. POWER POLE
PK NAIL SET
0.2' WEST OF POWER POLE

DIVISION STREET

THIS INSTRUMENT DRAFTED BY: DALE D. ROSICKY
GLODOWSKI ROSICKY LAND SURVEYING, INC.

2925 POST ROAD
STEVENS POINT, WI 54481
715-342-9649

VOL. PAGE



Memo

Michael Ostrowski, Director

Community Development

City of Stevens Point

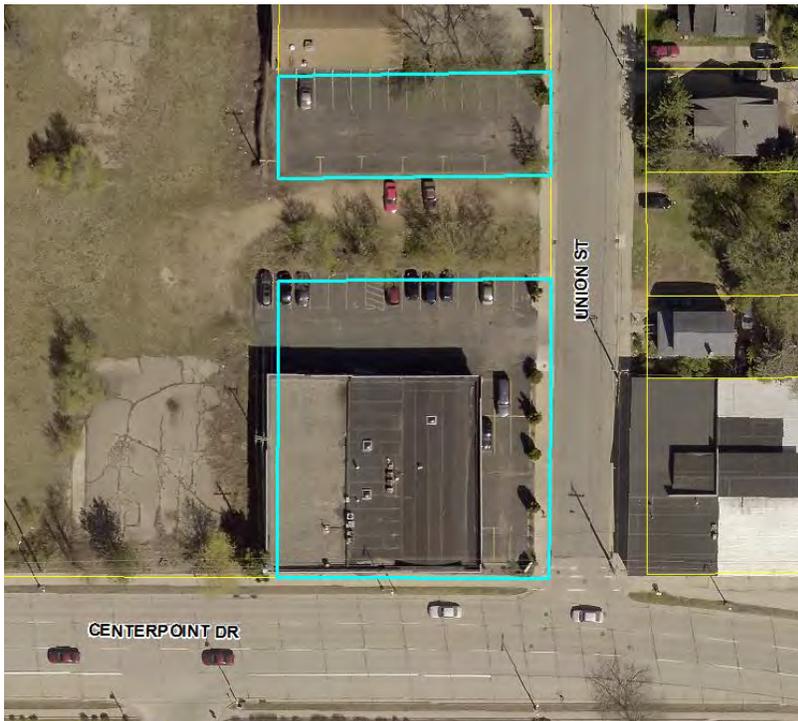
1515 Strongs Avenue

Stevens Point, WI 54481

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

mostrowski@stevenspoint.com

To: Plan Commission
 From: Plan Staff
 CC:
 Date: 6/26/2014
 Subject: Request from James Guzman for a constrained site exemption to reconstruct the parking lot at **1100 Centerpoint Drive (Parcel ID 2408-32-2002-07)**.



Mr. Guzman is requesting to reconstruct the parking lot at 1100 Centerpoint Drive.

Under our current ordinance for the "B-2" zoning district, a street yard setback of five feet is required around the perimeter of the lot, as well as three feet from a building. Mr. Guzman is requesting to replace the existing lot, having no setback from the west or north property lines, a three foot setback from the east (street) property line and a five foot, six inch setback from the south (street) property line. Furthermore, he is requesting not to have a setback around the building.

The applicant may request an exception if it is considered a constrained site:

g) Constrained Sites

Alternative parking and landscaping standards may be approved by the Plan Commission and Common Council only where the required parking and landscaping in this Zoning Code cannot be physically met on the site for one of the following reasons:

- 1) Redevelopment of an existing site requires parking or landscaping to be added, but a building, pavement or stormwater facility already exists; or
- 2) **Redevelopment of an existing site would reduce the number of stalls below the required number for the use or reduce aisle widths below the recommended standard; or**

- 3) The existing site has lost area from landscaping due to adjacent road widening or other right-of-way infrastructure improvements.
- 4) A parking facility addition would be inconsistent with the layout or setback of the existing parking facility to the extent where it would significantly change the configuration of the existing facility to meet current standards. Such addition shall not exceed more than 50 percent of the existing parking facility area.

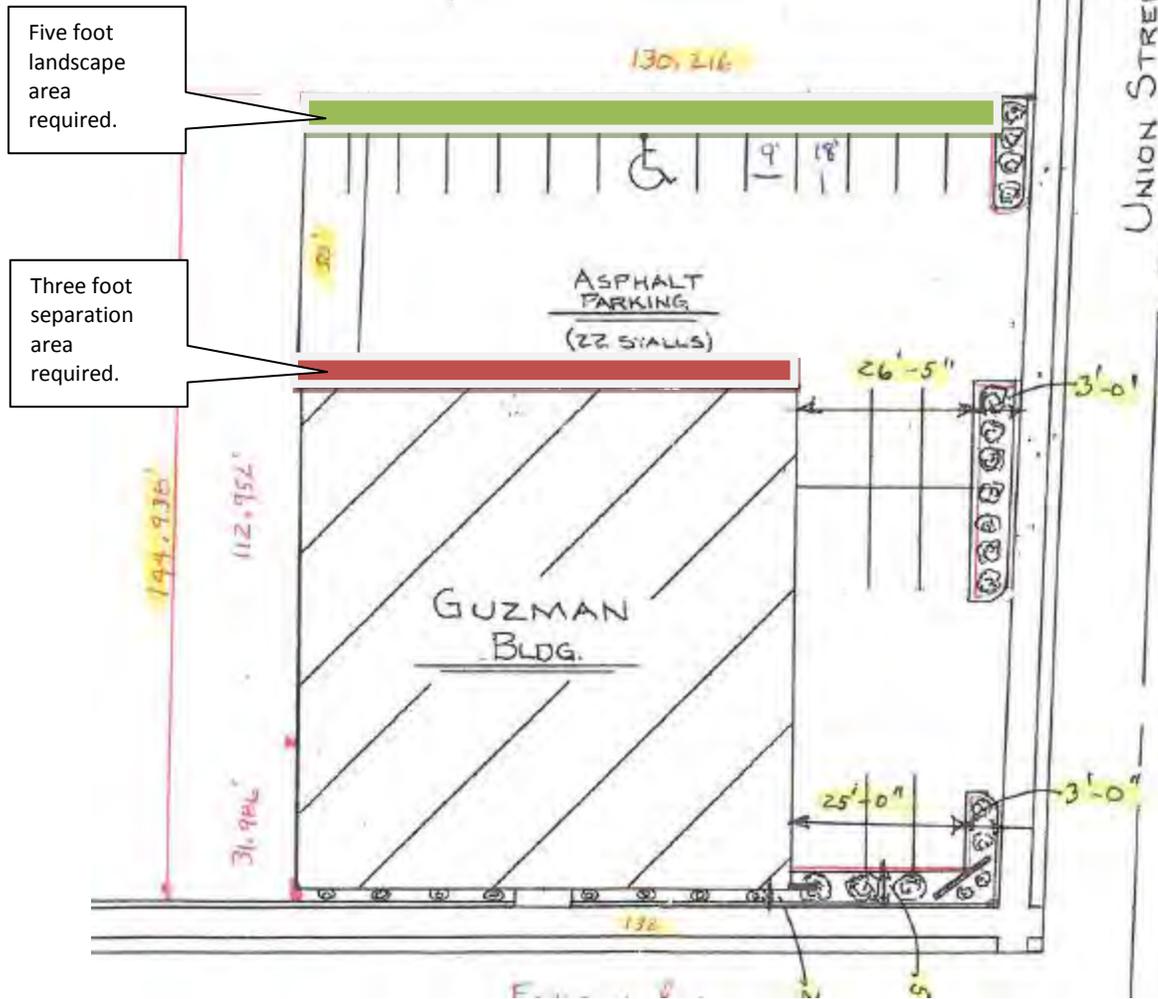
This use would fall under the second exemption. The office building has approximately 13,020 square feet, which would require 44 stalls. The current lot has 22 stalls, plus an additional 14 stalls to the north, totaling 36 stalls.

While this use would meet the constrained site exemption, he still could meet the five foot setback requirement from the north property line and three feet around the building, except on the east side. This would still allow for a 24 foot wide drive aisle, which is in compliance with our code.

Staff would recommend approval of the constrained site exemption with the following conditions:

- 1. A five foot landscaped area to the north is established.**
- 2. A three foot separation between the building and parking lot is established.**
- 3. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.**
- 4. Curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area.**
- 5. A landscape plan shall be submitted to be reviewed and approved by staff.**
- 6. The landscaping must have a water source within 100 feet, or be irrigated.**
- 7. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.**

Please see the next page for an illustration.



Name and Address		Parcel #	Alt Parcel #	Land Use
Guzman Building LLC 1700 Rose Court Plover, WI 54467		240832200207	240832200207	Office Building
		Property Address		Neighborhood
		1100 Centerpoint Dr		Cntrl Bus & 2nd St area(Comm)
Subdivision		Zoning		
Display Note		Valentine Brown Addn		B2-CENTRAL BUSINESS TRAN

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Guzman Building LLC	5/19/2004	\$542,700	Quit Claim Deed	656717		Land & Build.

SITE DATA

PERMITS

Actual Frontage	Effective Frontage	Effective Depth	Square Footage	Acreage	Date	Number	Amount	Purpose	Note
145.0	145.0	132.0	19,140.0	0.439	1/9/2008	35259	\$10,000	016 Deck/Patio/Porch	handicap ramp
					5/9/2003	31515	\$1,880	032 Furnace (HVAC)	Replace Heating System

2013 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$126,300	\$384,200	\$510,500
Total	\$126,300	\$384,200	\$510,500

LEGAL DESCRIPTION

LOTS 11 & 12 & E 132' OF LOT 13 BLK 34 VAL BROWN ADD ACCESS RIGHTS-438/480 461/674 462/529 656717

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
Guzman Building LLC 1700 Rose Court Plover, WI 54467		240832200207	240832200207	Office Building
		Property Address		Neighborhood
		1100 Centerpoint Dr		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note	Valentine Brown Addn		B2-CENTRAL BUSINESS TRAN	

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Office Bldg (C avg)	1940	9,393	Masonry - Avg	12

Total Area	9,393
-------------------	-------

BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Office Bsmnt - Finished	3,627				

DETACHED IMPROVEMENTS

Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age	51
		Year Built	1940
		Eff. Year	1963
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Office - multiple tenants



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 SITE PLAN REVIEW

(Pre-Application Conference is Required for Major and Minor Site Plan Reviews)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required	\$150.00	Fee Paid	\$150.00
Associated Applications (if any)		Assigned Case Manager	Mina Oster				
Pre-Application Conference Date		Minor Site Plan	<input checked="" type="checkbox"/>	Major Site Plan	<input type="checkbox"/>		

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	JAMES GUZMAN	Contact Name	
Address	1700 ROSE COURT	Address	
City, State, Zip	PLOVER, WI 54467	City, State, Zip	
Telephone	715-344-7623	Telephone	
Fax	CELL 715-498-3350	Fax	
Email	JGUZMAN7623@CHARTER.NET	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	GUZMAN BUILDING LLC	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
1100 CENTERPOINT DRIVE		
Legal Description of Subject Property		
PARCEL # 2408.32.2002.07		
LOTS 11 & 12 & 132' OF LOT 13, BLOCK 34 VALENTINE BROWN ADDITION TO CITY ACCESS RIGHTS 438/480 S32 T24 R 8 461/674 462/529 656717		
Area of Subject Property (Acres/Sq Ft)		
144.938' X 130.216' = 18,873 sq ft = .433 ACRE		
Current Zoning District(s)		
CENTRAL BUSINESS DISTRICT TRANSITIONAL		

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
	OFFICE BUILDING	OFFICE BUILDING
Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
REMOVE OLD ASPHALT - REPAVE - NEW ASPHALT PARKING LOT REMOVE OLD TREES, LANDSCAPING - INSTALL NEW PLANTS		
Current Zoning Surrounding Subject Property		
North:	CBD T	South: CENTERPOINT DRIVE
East:	UNION STREET	West: CBD T
Current Land Use Surrounding Subject Property		
North:	VACANT	South: CENTERPOINT DRIVE
East:	UNION STREET	West: VACANT

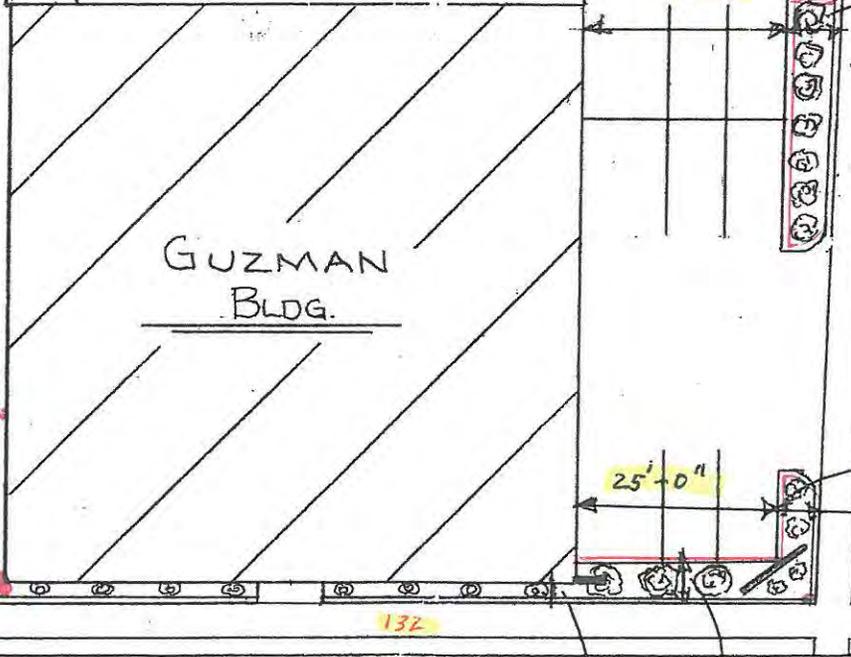
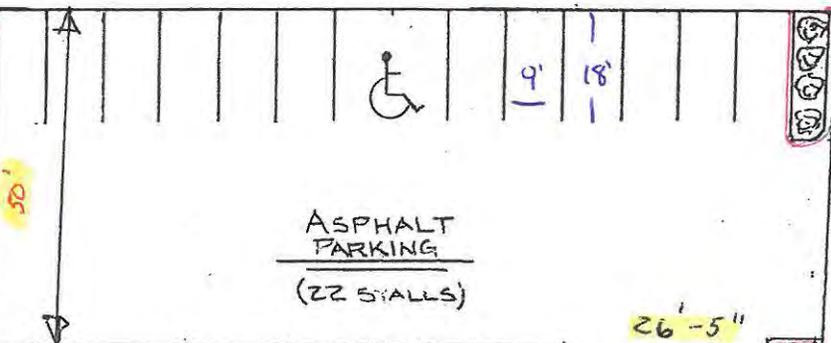
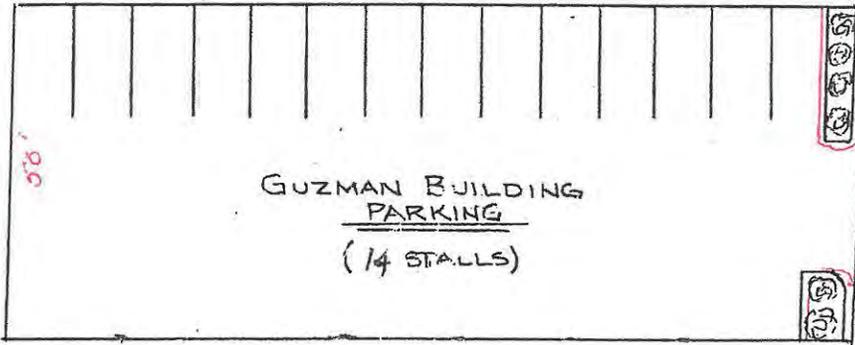
EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any (List):
Letter to District Alderperson	<input type="checkbox"/>	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input type="checkbox"/>	
Site Plan (designating primary, side, and service street frontages)	<input checked="" type="checkbox"/>	
Building Elevations	<input type="checkbox"/>	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	<input checked="" type="checkbox"/>	
Street Plan with Cross-sections	<input type="checkbox"/>	
Utility Plan	<input type="checkbox"/>	
Landscape Plan (including any equivalent alternative landscaping requests)	<input 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)	Date
	6-29-14		6-29-14



UNION STREET

EXISTING PLAN

CENTERPOINT DRIVE





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

To: Plan Commission
From: Plan Staff
CC:
Date: 6/25/2014
Subject: Amending **Section 23.02(1)(h)** of the Revised Municipal Code of the City of Stevens Point to adopt a newly formatted Traditional Neighborhood Overlay Map; no change to the boundary.

The Traditional Neighborhood District is in place to allow older and sometimes smaller homes to use reduced development standards such as setbacks. The intent of the district can be found below.

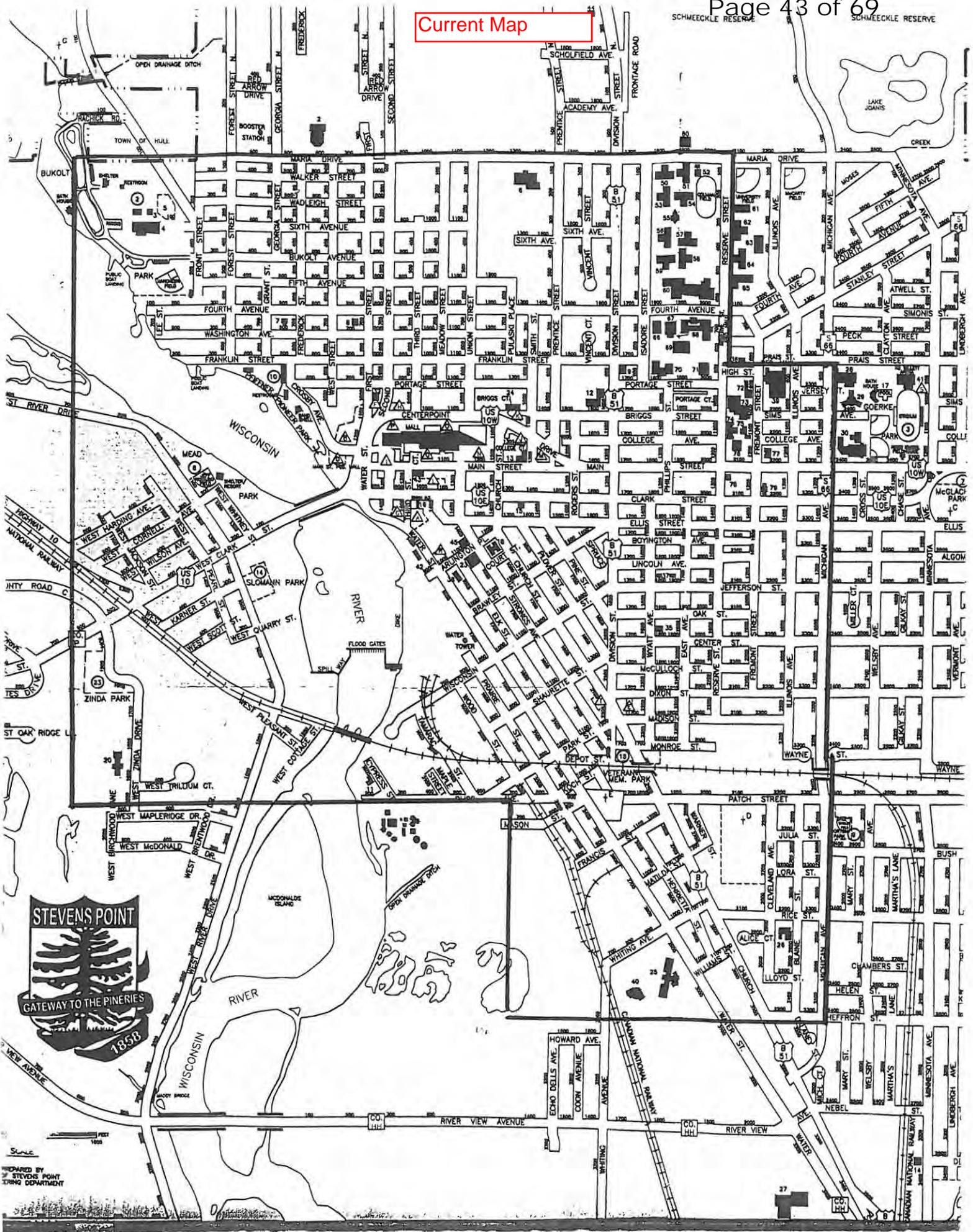
R-TND Traditional Neighborhood Development Overlay District

Intent. The purpose of this district is to allow the development and redevelopment of residential land in the city consistent with the design principles of traditional neighborhoods. A traditional neighborhood is compact, designed for the human scale and characterized by larger homes on smaller lots with smaller setbacks from the property lines. Other purposes include:

- a) To promote the public health, safety, morals, comfort, convenience, prosperity, and general welfare of the City neighborhoods.
- b) To establish a method to allow modest adjustments to the underlying zoning district setback requirements while balancing the proposal with the impact on neighborhood properties.
- c) To provide adequate light, air, privacy and convenience of access to property.
- d) To prevent the overcrowding of land.
- e) To facilitate the adequate provision of transportation, water, sewerage, schools, parks and other public requirements.
- f) To conserve and enhance the taxable value of land and buildings.
- g) To encourage the most appropriate use of land throughout the City and environs.
- h) To protect the character and maintain the stability of residential areas within the City and environs, and to promote the orderly and beneficial redevelopment of such areas.
- i) To evaluate such additions to, and alterations or remodeling of, existing buildings or structures
- j) To define the powers and duties of the administrative officers and bodies as provided hereinafter.

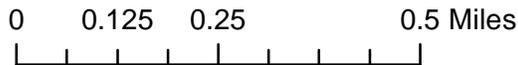
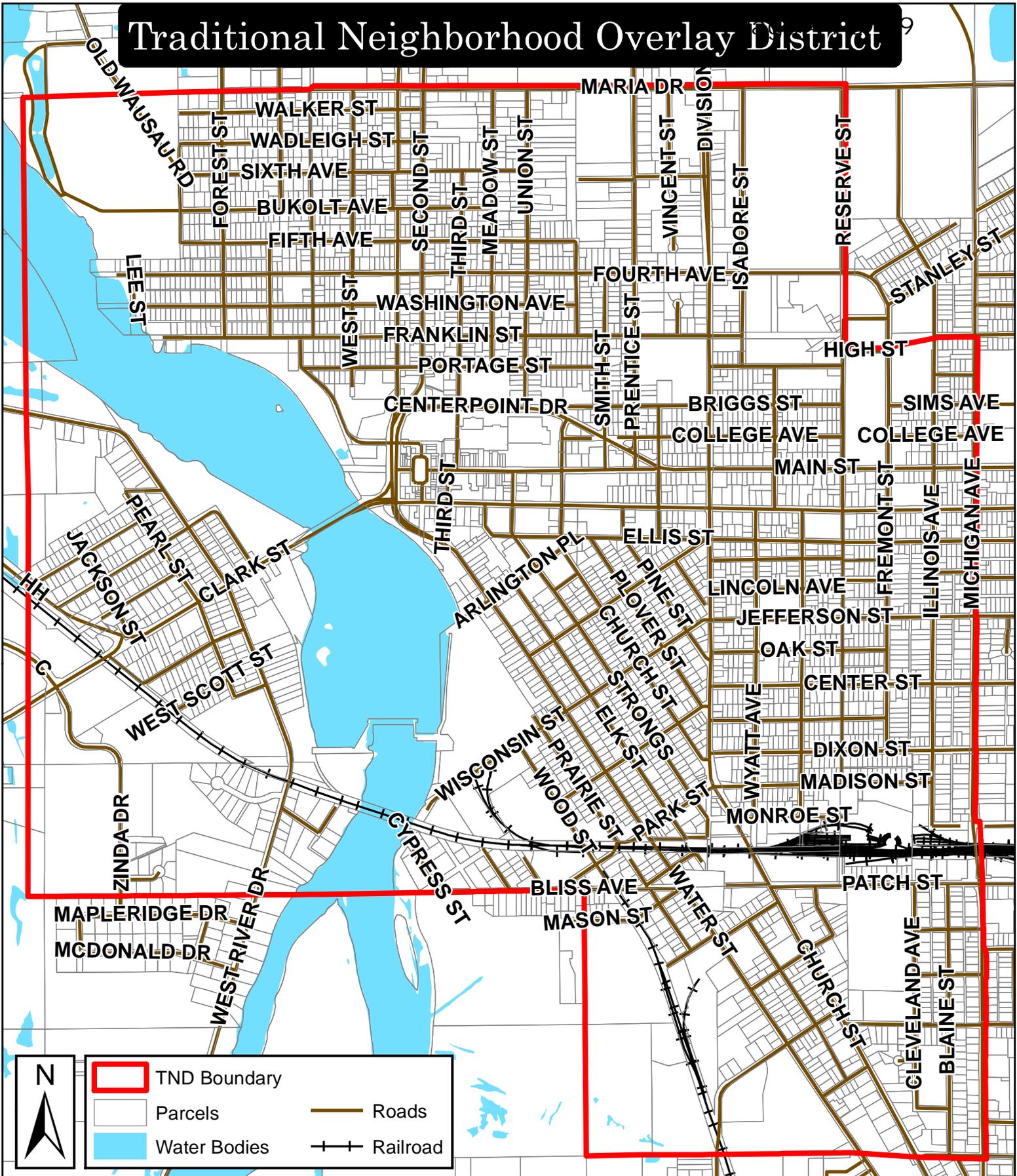
With new technology, staff has updated the boundary map, making it much clearer and defined. No changes have been made to the boundary. In order for the new map to be adopted within the zoning code, an amendment must occur. Therefore, staff is recommending adopting the new Traditional Neighborhood District Overlay Map in place of the existing map.

Current Map



Prepared by Stevens Point Planning Department

Traditional Neighborhood Overlay District ⁹



City of Stevens Point
Community Development Department

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

Date Saved: 2/11/2014

P:\GIS\Maps\Projects\TND\TND 8 x 11 Portrait.mxd

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



Memo

To: Plan Commission
 From: Plan Staff
 CC:
 Date: 6/26/2014
 Subject: Allowing staff to approve parking modifications where specific standards exist within the zoning code. **This item is for discussion purposes only.**

When the new parking regulations were presented late last year, there were several sections within the proposed code that allowed the Zoning Administrator to grant exceptions, when certain standards were met. For example, the constrained sites section allows certain exceptions when a reconstructed lot cannot physically meet the new requirements.

g) Constrained Sites

Alternative parking and landscaping standards may be approved by the Plan Commission and Common Council only where the required parking and landscaping in this Zoning Code cannot be physically met on the site for one of the following reasons:

- 1) Redevelopment of an existing site requires parking or landscaping to be added, but a building, pavement or stormwater facility already exists; or*
- 2) Redevelopment of an existing site would reduce the number of stalls below the required number for the use or reduce aisle widths below the recommended standard; or*
- 3) The existing site has lost area from landscaping due to adjacent road widening or other right-of-way infrastructure improvements.*
- 4) A parking facility addition would be inconsistent with the layout or setback of the existing parking facility to the extent where it would significantly change the configuration of the existing facility to meet current standards. Such addition shall not exceed more than 50 percent of the existing parking facility area.*

If a parking lot reconstruction meets one of these exemptions, alternative parking and landscape standards could be approved. These are clear instances where exceptions can be made. Furthermore, the exceptions that are made should be the least aggressive possible. For example, if a parking lot was to be reconstructed and the five foot setback requirement could not be met, but a three foot setback could, staff would only be able to approve down to a three foot setback. However, when the new parking regulations were approved, there was a change that required the Plan Commission and Common Council to approve the exceptions, not the Zoning Administrator.

Prior to the amendment, there were no clear standards outlined in our zoning code for parking lot modifications. Therefore, the Plan Commission, without Common Council approval, could grant exceptions to the regulations. Having no clear standards could have resulted in discretionary decisions, which is typically frowned upon within the confines of a zoning code. With the amendment, the zoning code now has clear standards where certain modifications can take place. Having to take each of these requests that clearly meet the standards to the Plan Commission and Common Council can often be

time consuming and unnecessary. Depending on when the request comes in, it could take up to two months before the request is approved. Given the short construction period for parking lots, typically May-November of each year, staff is requesting that the zoning administrator be able to approve the exceptions. This would also eliminate the need for applicants to pay a \$150 fee. If the Plan Commission and Common Council are agreeable to this change, a proposed amendment to the zoning code would be presented next month.



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

To: Plan Commission
From: Plan Staff
CC:
Date: 6/20/2014
Subject: Creation of an ordinance to regulate recreational/accessory vehicle parking and storage within residential zoning districts. **This item is for discussion purposes only.**

The Community Development Department has been asked to look at creating an ordinance to deal with accessory/recreational vehicle parking/storage on residential lots.

Currently Chapter 21.03(18) of the Revised Municipal Code states the following regarding enforcement of accessory and recreation vehicles:

- 18) No owner, operator or occupant of any premise shall suffer, permit or allow any disassembled, dismantled, junked, wrecked or inoperable and/or unlicensed motor vehicle, machinery or trailer to be stored or allowed to remain in the open on such a premise for a period in excess of three days unless it is in connection with an automotive sales and repair business located in a properly zoned area. Vehicles, machinery or trailers for which lawful operation upon a public highway requires display of current license or registration must, in addition to being licensed and/or registered, display that license or registration.

The Zoning Code, Chapter 23, regulates residential parking for the construction of driveways, and alleyways, however, it does not specifically regulate vehicle parking and screening on residential lots. Furthermore, section 23.02 of the Zoning Code, zoning districts, assists to regulate uses within residential districts and includes any accessory uses. For example, the storage of machinery or equipment for a professional use would not be permitted within a residential area.

If the City wishes to enact an ordinance to regulate accessory/recreational vehicle parking/storage, there are a few things to consider:

1. Define what is considered an accessory/recreational vehicle.
2. Determine where accessory/recreational vehicles can be parked or stored.
3. Determine if accessory/recreational vehicles need to be screened.
4. Determine if accessory/recreational vehicles need to be parked on a hard surface (e.g. asphalt, concrete, etc.).
5. Determine if there should be a limit on the number of accessory/recreational vehicles parked or stored on one property.
6. Determine if the vehicles need to be owned by the owner or tenant of the property.

Attached are examples of ordinances from other communities for you to consider when thinking of whether the city should enact an ordinance to regulate accessory/recreational vehicle parking/storage.

23.12.130 Off-street parking in yards. It is recognized that residential off-street parking and the outside storage of recreational equipment not in conformance with these regulations, especially in residential front yards and corner side yards, is a public nuisance.

(a) Parking is permitted anywhere in the rear yard or interior side yard on an improved surface as defined in 23.12.140(b). Parking in the required front yard or required corner side yard will only be permitted if located on a driveway. Vehicles parked on a driveway shall not obstruct the public way. Driveways shall not be wider than:

1) Thirty percent (30%) of the lot width or thirty (30) feet, whichever is less for single family dwellings;

2) Forty percent (40%) of the lot width or forty-two (42) feet, whichever is less for two family and multi-family dwellings.

(b) No parking shall be allowed in the front or corner side yard where a transitional use is involved.

(c) Enclosed buildings and carports containing off-street parking are subject to applicable yard requirements. (Ord. 61-5376, Art. XIII, 2008; Ord. 61-4323 §1, 1976; Ord. 61-4054 Art. VIII (part), 1967.)

23.12.133 Storage of recreational equipment in yards. (a) Recreational equipment as used in this section shall include but not be limited to all-terrain vehicles, camping and travel trailers, motor homes, recreational vehicles, canoes, boats, boat trailers, snowmobiles, snowmobile trailers, utility trailers and all trailers designed for use in transporting said equipment.

(b) No person shall park or store any recreational equipment within the front yard or corner side yard of any residence zoning district unless the equipment is parked on a driveway which meets the surfacing requirements of section 23.12.140(b). Recreational equipment may be stored on any type of surface in the rear yard or the interior side yard areas.

If the rear yard of a corner lot abuts the side yard of an adjacent residence, any recreational equipment stored in said rear yard shall not be closer to the street than the required front yard setback distance for said adjacent residence.

(c) Recreational equipment longer than thirty (30) feet shall not be stored anywhere outdoors in any residence zoning district unless the piece of recreational equipment is being loaded, unloaded, cleaned or otherwise prepared for use or extended storage. The time period that recreational equipment longer than thirty (30) feet may be kept outdoors shall not exceed seven (7) days during any thirty (30) day period. For purposes of this subsection, the length of a piece of recreational equipment shall include any portion of a trailer that the equipment is loaded onto. (Ord. 61-5376, Art. XIV, 2008)

23.12.135 One and two family dwellings—Garage construction required. All one and two family dwellings for whom building permits are taken out after March 1, 1991, shall have constructed on the same building lot as the dwelling, an attached or detached garage, as defined in section 15.08.320, of at least two hundred square feet. (Ord. 61-4733 §1, 1991.)

- (6) The accessory use or structure shall not be injurious to the use and enjoyment of the surrounding properties.

13-517. Accessory buildings. In all districts, the design and construction of any accessory building, such as garages, carports, or storage buildings, shall be similar to or compatible with the design and construction of the principal building. The exterior building materials, roof style, and colors shall be similar to the main building

13-518. Private outdoor recreation courts. All private outdoor recreation courts, such as tennis or basketball courts, are subject to the following standards:

- (a) The court is not operated as a business or private club except when allowed as a permitted home occupation.

- (b) The court shall not be located in any required front yard or side yard and must be set back at least five (5) feet from any property line, including any walks, paved areas, or related structures.

13-519 Recreational Vehicle Parking. (Rep. & Rec. GO 14-11) Recreational vehicles may be parked on any property within the city only under the following conditions:

- (a) Recreational vehicles may be located to the front, side, and rear of a principal structure and shall not be located in a required setback, in accordance with this ordinance.

- (b) Recreational vehicles shall be parked upon a paved off-street parking area in accordance with this ordinance.

- (c) A maximum of 2 recreational vehicles may be permitted to park per residential tax parcel.

- (d) Recreational vehicles are permitted to be parked in a garage as part of a primary structure and/or a permitted accessory building.

- (e) Recreational vehicles shall not be utilized for living, sleeping, or housekeeping.

- (f) Recreational vehicles shall not be parked for a period to exceed one year.

- (g) Recreational vehicles must be operational and owned by and registered to the owner of the property and must bear current license registrations as applicable.

- (h) Recreational vehicles shall not interfere with vehicular line of sight, the public right-of-way, or interfere with pedestrian traffic.

- (i) Recreational vehicles may be used as onsite offices in conjunction with construction work provided they shall be removed upon completion of construction. Such vehicles may be occupied twenty-four (24) hours a day for onsite security but shall not be used as a residence.

13-520. Antennas and meteorological equipment.

- (a) In general. Radio and television transmitting and receiving antennas, dish-type antennas, and meteorological sensing equipments is permitted on the roof of a permitted building or may be ground-mounted under the following conditions.

- (b) Installation and placement requirements. In addition to applicable building and electrical code requirements, all such equipment shall meet the following standards:

- (1) Equipment may be constructed to a maximum height of 20 feet above the allowable height limitations of the district.

- (2) Not more than one (1) antenna exceeding the allowable height limit of the district shall be allowed on any residentially-zoned property.

- (3) Antennas shall be located with at least five feet of vertical and horizontal clearance from the nearest overhead electrical power line that serves other properties.

- (4) Mechanical equipment on a roof shall not take up more than 25 percent of the roof area.

- (5) Antennas shall be set back from any public right-of-way or easement line a distance equal to or greater than the height above ground of the antenna.

- (6) Necessary guy wires and other supportive devices shall be located at least six feet from any property line.

City of Franklin, WI
Wednesday, June 25, 2014

Chapter 178. NUISANCES

§ 178-7. Storage and parking regulated.

A. Definitions. As used in this section, the following terms shall have the meanings indicated:

DISREPAIR

Any RV which is unsightly due to a failure to internally or externally be kept in a good state of maintenance.

DRIVEWAY

A paved or unpaved surface providing ingress and egress from a public right-of-way to a structure located on the property.

DWELLING

A building or portion thereof, designed or used for residential occupancy.

HABITATION

The act of inhabiting, dwelling in or residing in.

MOTOR VEHICLE

A self-propelled medium of transportation whose design and use is land-based and which is used for the towing or transport of people, property, materials or animals and includes, but is not limited to, automobiles, trucks, buses, road operable RV's, race cars, off-road vehicles, motorcycles, semi-trucks, motor scooters or mopeds, tractors, vans and other similar devices designed to be legally driven on public streets and highways.

MOTOR VEHICLE, ABANDONED

A motor vehicle which, through disuse and/or failure to be used, remains in one location for a period of 10 consecutive days or more, unless the property owner or occupant provides written proof of intent and ability to use the vehicle within six months, or a motor vehicle which has been reported as stolen to any Police Department.

MOTOR VEHICLE, DISASSEMBLED

Any motor vehicle which has parts, accessories or equipment removed or missing therefrom so that it cannot be operated safely or legally.

MOTOR VEHICLE, INOPERABLE

Any motor vehicle which is incapable of functioning.

MOTOR VEHICLE, JUNK

Any motor vehicle which is partially dismantled, wrecked or damaged in such a manner that it cannot be operated safely or legally upon any thoroughfare.

MOTOR VEHICLE, PARTS

Any part or parts of any motor vehicle or any accessories thereof which affects the safety or operation of such motor vehicle or safety of its occupants.

MOTOR VEHICLE, UNLICENSED

A motor vehicle which does not have affixed to it a current motor vehicle license registration plate or a motor vehicle in which the affixed motor vehicle license registration plate does not belong.

RECREATIONAL VEHICLE OR RV

Any vehicle used for recreational purposes upon or by which any person, animal or property is or may be transported or drawn upon a waterway, road, street, highway or other ground-like surface. This includes, but is not limited to, all terrain vehicles (ATV's), motor-homes, trailers, trailer coaches, fifth wheel trailers, collapsible camping trailers, utility trailers, boat trailers, canoes, boats, snowmobiles, pickup (slide in) campers, truck caps, mini motor-homes, converted and chopped vans (created by altering or changing an existing auto van to make it into a recreational vehicle), private bus, converted bus and other such vehicles used for recreational purposes, but not specifically defined herein.

REMOVAL

The physical relocation of property to a proper location.

ROAD OPERABLE RV

Any RV that is self-propelled and licensable as a roadworthy vehicle, is currently licensed as such and is in an operable condition, including but not limited to motor vehicles which through some adaption have been converted to a road operable RV status.

ROADWORTHY

The ability to be operated safely and legally on roads, streets, highways or other public thoroughfares.

SURFACE, PAVED

Any all-weather hard and permanent surface having a good and sufficient subbase with a Portland cement concrete, plant mix bituminous concrete surface or macadam surface free of dust, loose stones, gravel or any surface that is graded, compacted and maintained so as to be dustfree and of a design to support the traffic.

SURFACE, UNPAVED

Grass and dirt surfaces are to be construed to be an unpaved surface.

YARD, FRONT

That portion of the yard located between the base setback line and the front plane of the building or buildings, including any offset in the structures, extended to each side lot line.

YARD, REAR

A yard extending along the full length of the rear lot line between the side lot lines. On a corner lot, the rear yard shall be that yard directly opposite the front yard.

YARD, REQUIRED SIDE

That portion of the side yard as designated by the side yard area requirements.

YARD, SIDE

A yard extending along a side lot line from the front yard to the rear yard.

B. Junked vehicles.

- (1) Prohibited. No person or other entity who owns or controls any premises shall allow themselves or any lessee, tenant or occupant to have disassembled, inoperable, unlicensed, junked or abandoned motor vehicles or parts thereof to be stored or allowed to remain in the open upon any public or private property within the City for a period in excess of 10 days, unless it is in connection with an automotive sales or repair business enterprise located in a properly zoned area and with a zoning compliance permit pursuant to § 15-9.0102 of the Unified Development Ordinance. This shall not apply to vehicles or parts thereof stored in an approved structure. The covering or tarping of a vehicle is not considered storage in an approved structure.

[Amended 4-9-2003 by Ord. No. 2003-1747]

- (2) Removal.

- (a) Upon notification to remove any disassembled, inoperable, unlicensed, junked, abandoned

or wrecked motor vehicles or parts of the same, either from the property or to a proper storage facility, the person or other entity in charge of or in control of the property shall not cause removal of the same vehicle to any other private property upon which such storage is not in compliance with this Code.

- (b) Whenever the Code Enforcement Officer, Building Inspector or Assistant Building Inspector shall find any disassembled, inoperable, unlicensed, junked or abandoned motor vehicles or parts of the same have been removed contrary to Subsection **B(2)(a)**, he or she shall order those vehicles or parts of the same to be removed within 10 days of notice.
 - (3) Vehicle removal firm responsibility.
 - (a) All vehicles or vehicle parts removed shall be removed to a storage facility of the removal firm's choosing. The duration of the storage will be for a minimum of 10 days, at the end of which the removal firm may dispose of such vehicles or vehicle parts in any manner it deems desirable, unless previously claimed by the owner.
 - (b) The removal firm or the operator of the junk or salvage yard to which the vehicles or vehicle parts are removed may charge a fee for the handling and storage of vehicles or vehicle parts that have been removed at the request of the City.
 - (c) The City shall be held harmless and the vehicle removal firm shall assume full responsibility for all vehicles removed under the terms of this section.
 - (4) Salvage yards or junkyards exempted. The provisions of Subsections **B(1)** and **(2)** shall not apply to auto salvage yards or junkyards licensed by the City to carry on such business operations.
- C. Junk or discarded property. No person or other entity shall store or allow to be stored open to the elements and not in an approved structure on any lot, except in Industrial Districts where specifically approved, any junk or discarded property, including but not limited to refrigerators and other appliances; toilets, sinks and other plumbing fixtures; furnaces; machinery or machinery parts; wood; construction materials; amusement park devices; barrels; old iron; chain; brass; copper; tin; lead; other base metals; paper clippings; rags; rubber; glass, bottles or similar items; and any other debris, equipment or implement.
- D. Firewood.
- (1) No person or other entity shall store firewood in the front yard, the required side yard, the side yard area that adjoins a public street or within 10 feet of the rear yard, except that a person may temporarily, not to exceed 14 days, store firewood in the front yard.
 - (2) No person or other entity shall store, to be used as firewood, for more than 30 days, waste construction lumber, pallets, tree cuttings or tree parts, unless such have been cut up or split to usable size and stacked in a neat and orderly manner.
- E. Removal of debris.
- (1) No person or other entity shall dispose of rocks, downed trees, stumps, brush, waste building materials or other debris from land development or improvement, building construction, street grading or other activity, except at a licensed landfill site.
 - (2) No landowner shall allow an accumulation of rocks, trees, stumps, brush, waste building material or other debris from land development or improvement, building construction, street grading or other activities upon the surface of the land for a period of more than 30 days.
 - (3) All landfill operations or other activities of the land that would interfere with mowing shall be leveled off to permit the mowing between May 15 and November 1 of each year. This includes the removal of stones, bottles, wire and other debris that will interfere with the mowing operation.
- F. Motor vehicle parking.
- (1) No motor vehicle may be parked upon premises zoned as or employed for residential use

unless within a garage or upon a paved or unpaved driveway leading directly from the roadway to the garage or parking stall.

- (2) No parking will be allowed upon any unpaved surface.
- (3) No single-family residential dwelling shall have more than a single driveway ingress/egress point to the public street. The City Council may approve additional ingress/egress points.

G. Storage and parking of RV's and RV parts/equipment. No RV may be stored or parked on premises zoned as or employed for residential use, except as set forth in this subsection.

- (1) Ownership. The RV shall be owned by the property owner or occupant, provided that he or she is a resident of the premises.
- (2) Size limits. No RV or road operable RV which exceeds any one of the following shall be any place on any lot zoned for, used as or employed for residential use: 30 feet in length, eight feet wide and 13 feet six inches in height.
- (3) Yard parking setbacks. No RV may be parked in the side yard abutting a public street without a temporary parking permit, unless the RV is screened by a six-foot-high solid fence or natural screening. Said fence shall comply with all fence regulations. For purposes of this section, natural screening shall mean year-round dense plantings, at least six feet tall at time of planting, and screens at least 50% of the view of the RV, at time of planting, when viewed from the perpendicular on the adjoining street. All RV's in excess of 10,000 pounds' gross weight, unless loading or unloading [see Subsection G(4)], are prohibited from parking in the front yard area. Road operable RV's shall be parked either within an enclosed attached garage or detached accessory structure or on a paved or unpaved driveway surface with the side or rear yards, with setbacks conforming with Zoning Ordinance regulations.

[Amended 12-15-1998 by Ord. No. 98-1526]

- (4) Loading and unloading parking. RV's may be parked in the front yard drive area for the sole purpose of loading and unloading for a duration not to exceed two twenty-four-hour nonconsecutive days in any seven-day period without a temporary parking permit.
- (5) Temporary permit parking. RV's, regardless of size, may be parked in the front yard or the side yard abutting a public street only upon issuance of a temporary permit. Temporary permits may be issued by the Code Enforcement Officer, Building Inspector or Assistant Building Inspector upon application and receipt of a five-dollar permit fee for a period not to exceed two weeks. This permitted time shall not exceed two calendar weeks in any consecutive thirty-day period. *Editor's Note: Original Section 11.07(7)(f), which immediately followed this subsection, was repealed by Ord. No. 94-1297.*
- (6) Parking of disrepaired RV's. Disrepaired RV's shall not be allowed to be stored in the open on any property, but may be stored in an approved structure on the property. The accumulation of RV related parts, debris or related paraphernalia will not be allowed, unless those parts, debris or paraphernalia are stored in an approved structure.
- (7) Maintenance of RV parking area. The ground area under and immediately surrounding RV's or RV equipment shall be maintained free of weeds, noxious weeds, debris, junk or overgrowth. The weeds, noxious weeds or overgrowth shall comply with § 178-3F of this chapter.
- (8) Habitation. No RV shall be used for human or animal habitation, excepting mobile home parks or parks for campers.
- (9) Utilities connection prohibitions. RV's shall have fixed connections to electricity, water, gas or sanitary sewer facilities, excepting when loading or unloading.
- (10) Variance allowance. In those cases where parking is a hardship, as regards space constraints relative to overall size of the RV that are noted, the Code Enforcement Officer, Building Inspector or Assistant Building Inspector, after reviewing the hardship, will be empowered to make an allowance of no more than 10% of the total length of the RV in question.

H. Enforcement.

- (1) Whenever the Code Enforcement Officer, Building Inspector or Assistant Building Inspector shall be advised of or observe any violation of this section, the Code Enforcement Officer, Building Inspector or Assistant Building Inspector shall give notice of the violation to the property owner. If the violation is not corrected, the Code Enforcement Officer, Building Inspector or Assistant Building Inspector may correct or have the violation corrected, and the charges, if any, for such correction shall be entered as a special charge on the tax roll for the property owner.
- (2) In addition, any Enforcement Officer may issue citations for violations of this section pursuant to Chapter 1, General Provisions, § 1-19, or cause abatement procedures or compliance procedures to commence.
- (3) Notwithstanding all other provisions, the City may seek injunctive relief by an action in circuit court.

The *Bloomington Recreational Vehicle Ordinance* regulates the size, number and location of recreational vehicles.

Recreational vehicles (RVs) cannot:

- Block any public right-of-way or sidewalk.
- Be stored or operated without current license registration.
- Violate parking or storage restrictions on public streets.
- Create a safety hazard.
- Be used as living quarters or for business purposes.

All aspects of the *RV Ordinance* will be enforced in the City.

Recreational vehicle definitions

Self-propelled vehicle or vehicle pushed, towed or carried by a self-propelled vehicle – designed as temporary living quarters when recreating or on vacation. Vehicle contains at least four of the following, two of which must be A, B or C:

- A) Liquid propane gas for cooking;
- B) Potable water including sink and faucet;
- C) Separate 110-125 volt electrical power;
- D) Heating or air conditioning;
- E) Electric or propane refrigerator; or
- F) Toilet self-contained or connected to a plumbing system;

Mobile homes and house trailers not included.

Non-motorized trailer: Transports RVs such as boats and snowmobiles.

Van or truck with a slide-in camper: Weighs 7,000 pounds or less and is not used day-to-day.

Snowmobile, all-terrain vehicle, watercraft, etc.: Vehicles on a utility trailer are considered one RV.

Personal RV: Passenger auto with antique or collector license plates, specialized off-road and racing vehicle not used for day-to-day transportation. A vehicle on a utility trailer is considered one RV.

Size restrictions

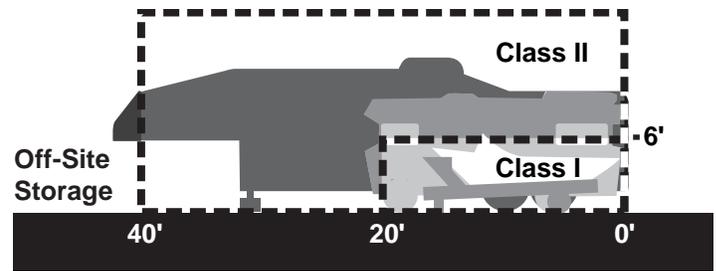
The ordinance divides RVs into two different categories. Regulations for small RVs are less restrictive than those for large ones. The height of a RV is measured from the parking surface to the highest point on the RV.

- **Class I:** The small RV less than 20 feet long and less than six feet high. Extensions under four square feet as viewed from the side, but not more than 10 feet high, are permitted.

- **Class II:** The large RV 20 feet or longer, or six feet or higher. Class II includes all personal RVs.

Off-site storage

In single-family residential zones (R-1, R-1A, and RS-1), which include 99 percent of the single-family homes in Bloomington, there is a maximum RV length of 40 feet.



Larger vehicles may be parked in other zoning districts where RV parking and storage has been approved by the City Council.

Number allowed on residential lot

- No limit on Class I RVs stored inside a building.
- No limit on Class II personal RVs stored inside a building.
- A total limit of one:
 - a) Class II personal RV outside a building, and
 - b) Any other Class II RV, whether in or out of a building.
- Outside of a building, you may have either:
 - a) One Class II RV, OR
 - b) Two Class I RVs, OR
 - c) One Class I RV and one Class II RV.

Note: Certain vehicles known as “Type II Vehicles” (defined in *Section 19.45 of the Bloomington City Code*) are counted as Class II (non-personal) RVs for the purposes of these limits.

Parking surface

All RVs must be parked or stored on hard surfaced driveways, or on a surface free from weeds or other vegetative growth. This generally means crushed rock with a weed barrier fabric. When the parking area is separate from the driveway, the approach between the driveway and the parking area does not need to be paved.

When a surface other than blacktop or concrete is used, all loose material must remain within the parking area, and not be deposited on adjacent lots, sidewalks or public rights-of-way.

Screening

RVs have to be screened from the neighbors and public streets. A fence or live plantings must be provided when the RV is visible from adjacent and abutting properties. Except where screening would limit legal access to a street, screening must be provided between RVs and public streets.

Plant screen at time of planting



At full maturity

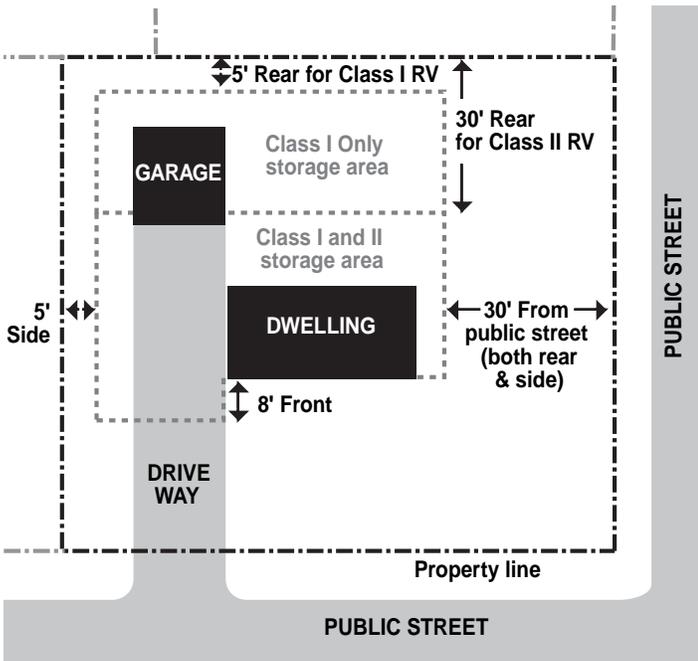


If a fence is used, it must screen the maximum amount of the vehicle possible while meeting other requirements of the *Bloomington City Code*, such as the six foot maximum height for a fence.

If live plantings are used, they must screen a minimum of fifty percent of the length and fifty percent of the height of the RV at the time of planting. Plants must screen the entire length and height of the vehicle at full maturity.

To waive screening requirements

Screening requirements may be waived by the City with the written consent of the owner(s) of the property adjacent to the location of the recreational vehicle. When a waiver is requested along public streets, City staff shall determine if screening is required.



Storage or parking location

Class I RVs – the small RV

- **In front yards:** Only in driveways, provided that the RV does not extend more than eight feet in front of your house.
- **In side and rear yards:** When the side or rear yard is not adjacent to a public street, the RV may be parked or stored five feet from the lot line. When the side or rear yard is adjacent to a public street, the minimum setback is 30 feet.

Note: The property line is not the same as the curb. On most residential streets, the property line is about 12 feet behind the curb.

Class II RVs – the large RV

- **In front yards:** Same as Class I vehicles.
- **In side and rear yards:** The minimum rear yard setback is 30 feet.

Corner lots

Corner lots, as well as lots with streets on both the front and rear property lines, are special situations and are treated similar to front yards. The setback for both Class I and Class II vehicles in these yards is a **minimum** of thirty feet. Screening from the public street is required.

Since visibility at intersections is a special concern, no RV or its screening will be allowed which reduces traffic safety.

Common questions

Do I need my neighbor's consent to park a RV on my lot?

If the RV is parked or stored in compliance with the ordinance, the consent of your neighbors is not necessary.

Why can't I park my RV where I want to?

Fire, police and emergency personnel need access to all sides of buildings. In addition, a RV's storage location may be an annoyance to your neighbor.

What if I can't park to meet requirements?

If a recreational vehicle owner cannot park or store the vehicle in compliance with the regulations, the Ordinance establishes a procedure for securing special approval, called a *Temporary Conditional Use Permit*. The Ordinance provides procedures for requesting such permits. As an alternative, RVs can be stored on commercial properties which rent spaces for RV storage.

What is involved in applying for an administrative conditional use permit?

Administrative conditional use permits are for the simplest, most non-controversial situations. Hearings are held by a Hearing Examiner (usually a member of the City staff), who may grant final approval without review by the City Council.

To apply for an administrative conditional use permit, the property owner must submit:

- **Written consent** from property owners which:
 - (1) Abut the proposed recreational vehicle storage location, or
 - (2) Are within 100 feet of the proposed storage location.
 The City staff will identify the property owners which must approve the application.
- **A lot survey or plan** identifying the location of the recreational vehicle and all other buildings, driveways and parking areas on the property.
- **An application form** and **\$110 fee**.
- **A letter** which describes the RV(s), the storage location, the proposed screening and the impact on neighboring properties.

The City will notify all property owners within 200 feet of the proposed hearing.

The hearings are generally held during the day. If the Hearing Examiner finds that the neighboring properties and the public are not adversely affected, a *Temporary Conditional Use Permit* may be approved for a period of up to three years. The Hearing Examiner may attach conditions requiring additional screening or other actions mitigating the impact of the RV.

What if I can't get all my neighbors to consent?

You still may apply for a *Temporary Conditional Use Permit*. The only difference is that the hearing would be held by the Planning Commission instead of a Hearing Examiner. The application fee and submission requirements are identical.

What are some situations where *Temporary Conditional Use Permits* would be needed?

- Exceeding the number of RVs allowed. See *page 1*.
- Storing an RV in a driveway more than eight feet in front of the house.
- Storing a Class II RV closer than 30 feet to a rear lot line or closer than five feet to a side lot line.

Note: There is no conditional use permit for a RV over 40 feet long.

Michael Ostrowski, Director
Community Development
City of Stevens Point
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Stevens Point, WI 54481

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Memo

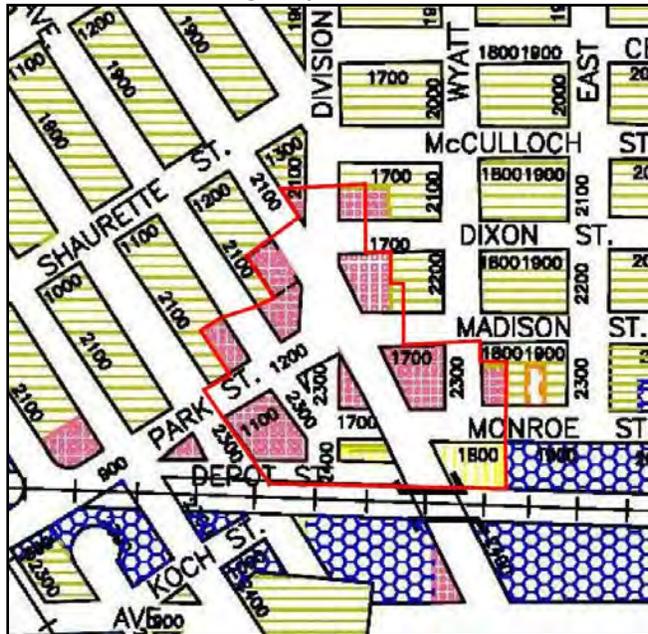
To: Plan Commission
From: Plan Staff
CC:
Date: 7/1/2014
Subject: Rezoning of commercial properties within the vicinity of the intersection of Church Street, Division Street, Madison Street, and Park Street to B-3 Central Business District. **This item is for discussion purposes only.**

A few months ago staff introduced creating an overlay district or to completely rezone the properties identified on the right, as they were similar in nature to current downtown properties (B-3 Central Business District).

The Plan Commission directed staff to look at rezoning the properties. Below you will find a comparison of the B-4 (current zoning) and B-3 (potential zoning) zoning districts.



Stevens Point Zoning Map



CONSERVANCY	SINGLE FAMILY	MULTI-FAMILY II
LOW DENSITY	TWO FAMILY	NEIGHBORHOOD BUSINESS
SUBURBAN	MULTI-FAMILY I	CENTRAL BUSINESS TRANSITION
CENTRAL BUSINESS	LIGHT INDUSTRIAL	
COMMERCIAL	HEAVY INDUSTRIAL	
HIGHWAY COMMERCIAL	UNIVERSITY	

Property Address	Zoning	Use
2133 Division St	B-4	Gas Station
2201 Division St	B-4	Office
0 Church St	B-4	Parking
2212 Division St	B-4	Retail
1724 Madison St	B-4	Storage Garage
2216 Division St	B-4	Retail/Mixed
2220 Division St	B-4	Retail/Mixed
2224 Division St	B-4	Retail/Mixed
1232 Park St	B-4	Bar/Rest.
1200 Park St	B-4	Bar/Rest.
2182 Strongs Ave	B-4	Retail
0 Wyatt Ave & Madison Ave	B-4	Parking
0 Madison St	B-4	Parking
2301 Church St	B-4	Bar/Rest.
0 Division St	B-4	Right-of-way
2186 Strongs Ave	B-4	Retail
0 Division St	B-4	Parking
2190 Strongs Ave	B-4	Retail (Firearms)
2308 Wyatt Ave	B-4	Dental Office
0 Division St	B-4	Right-of-way
2313 Division St	B-4	Bar/Rest.
2325 Wyatt Ave	B-4	Single-Family
1716 Monroe St	B-4	Single-Family
2325 Church St	B-4	Car Repair
2321 Church St	B-4	Car Repair
2317 Division St	B-4	Bar/Rest.
2300 Strongs Ave	B-4	Bowling
1700 Monroe St	B-4	Multi-Family
2324 Church St	B-4	Parking
0 Strongs Ave	B-4	Parking
0 Depot St	B-4	Parking
2408 Division St	B-4	Bar/Rest.
0 Monroe St	R-2	Park
0 Monroe St	R-2	Park
0 Monroe St	R-2	Park
2340 Church St	R-3	Park/Memorial
1625 Depot St	M-2	Mixed / Office
2140 Division St	B-4	Restaurant

Upon review, there are several different types of uses within this area. The surrounding zoning primarily consists of "R-3" Single and Two-Family Residence District. Manufacturing exists to the south near the railroad tracks.

B-3 and B-4 Comparison Table

Standard	B-3 Central Business	B-4 General Commercial
Parking	Exempt	Based on use & Sec. 23.01(14)
Front (Street) Yard Setback	0	25 ft. with exceptions
Side Yard Setback	0	5 ft.
Rear Yard Setback	0	10 ft. + 3 ft. for each story > 2
Minimum Lot Size	0 for permitted business	7,000 for business/other uses
Building Height	35 ft. – 85 ft. if fire prevention	35 ft. – 125 ft. if fire prevention
Lot Width	0, 20 for permitted businesses	60 ft., 80 ft. for corner lots
Uses – Permitted		<ul style="list-style-type: none"> Permitted uses in "B-3" district

		<ul style="list-style-type: none"> • Repair shops • Greenhouses and nurseries • Gas station • Mobile home sales • Drive-in restaurants • Farm implement and trailer sales and repair, excluding rebuilding, salvage, and wrecking • Fruit and vegetable market • Pet shops • Animal hospital and veterinary clinics • Commercial or institutional recreational game fields, swimming pools, skating, golf driving ranges, miniature golf, go-cart tracks, or similar open air recreational uses and facilities • Building, plumbing, electrical and general contracting offices and sales outlets • Dry cleaning and Laundromats • Accessory uses • Filling of property
<p>Uses – Conditional</p>	<ul style="list-style-type: none"> • Conditional Uses in "B-2" District • Gas and service stations • Ice and/or coal dealers • Experimental testing or research laboratories • Wholesale and distributing and warehousing establishments • Repair shops • Auditoriums, arenas, icedromes and similar facilities • Shopping centers • Hotel and motel facilities including other directly related facilities • Accessory uses • Industrial pipelines 	<ul style="list-style-type: none"> • Conditional uses in "B-3" District • Sign companies including fabrication and repair of all types of signs • Military reserve and National Guard armories and training grounds • Transfer, storage, moving, freight and parcel delivery operations • Bakeries over 1500 sq. ft. • Indoor skating and archery ranges • Indoor shooting clubs • Accessory uses • Building, electrical and general contractor storage. Storage buildings must be

	<ul style="list-style-type: none"> • Taverns and night clubs • Electronic amusement parlors 	<p>less than or equal to 2,000 sq. ft.; all vehicles, trucks, trailers or equipment shall be stored inside the storage building; a storage building must be used in conjunction with a building, electrical, plumbing or general contractor's office and/or sales outlet.</p> <ul style="list-style-type: none"> • Sheet Metal Shop • Car Washes • Taverns; nightclubs • Street setback canopies only - 10' street setback, maximum height not be illuminated and be visible from the street or the neighboring property. Canopies are defined as a roof-like structure supported by columns (solid walls are not allowed). No space above the canopy may be occupied and no area under the canopy approved as a conditional use may be used for storage.
Miscellaneous		

When reviewing the two zoning districts above, differences can be identified such as minimum lot sizes, parking requirements, setbacks, and uses. Staff has reviewed each of the major differences and concluded the following.

Minimum Lot Size

Findings: Several properties currently zoned B-4, do not meet the minimum lot size requirements and therefore are grandfathered. Those properties often become difficult to redevelop or add onto because of their unique size and shape. The B-3 zoning district has no minimum lot size for businesses, however, does for residential. Several properties would come into conformance if a B-3 rezoning occurs, which would allow some properties to expand or redevelop.

Parking Requirements

Findings: Parking stall requirements are currently based off of land use. Furthermore, parking lot setbacks, landscaping, and additional parking requirements are based off of zoning districts. However, the B-3 zoning district is exempt from parking standards. Historically, the B-3 district has been exempt because the downtown (B-3 zoning) is very dense, and as such, the city has supplied several parking lots. The area in question and depicted on the map above has similar characteristics of the downtown. Additionally, several city parking lots exist within the vicinity to accommodate business.

Setbacks

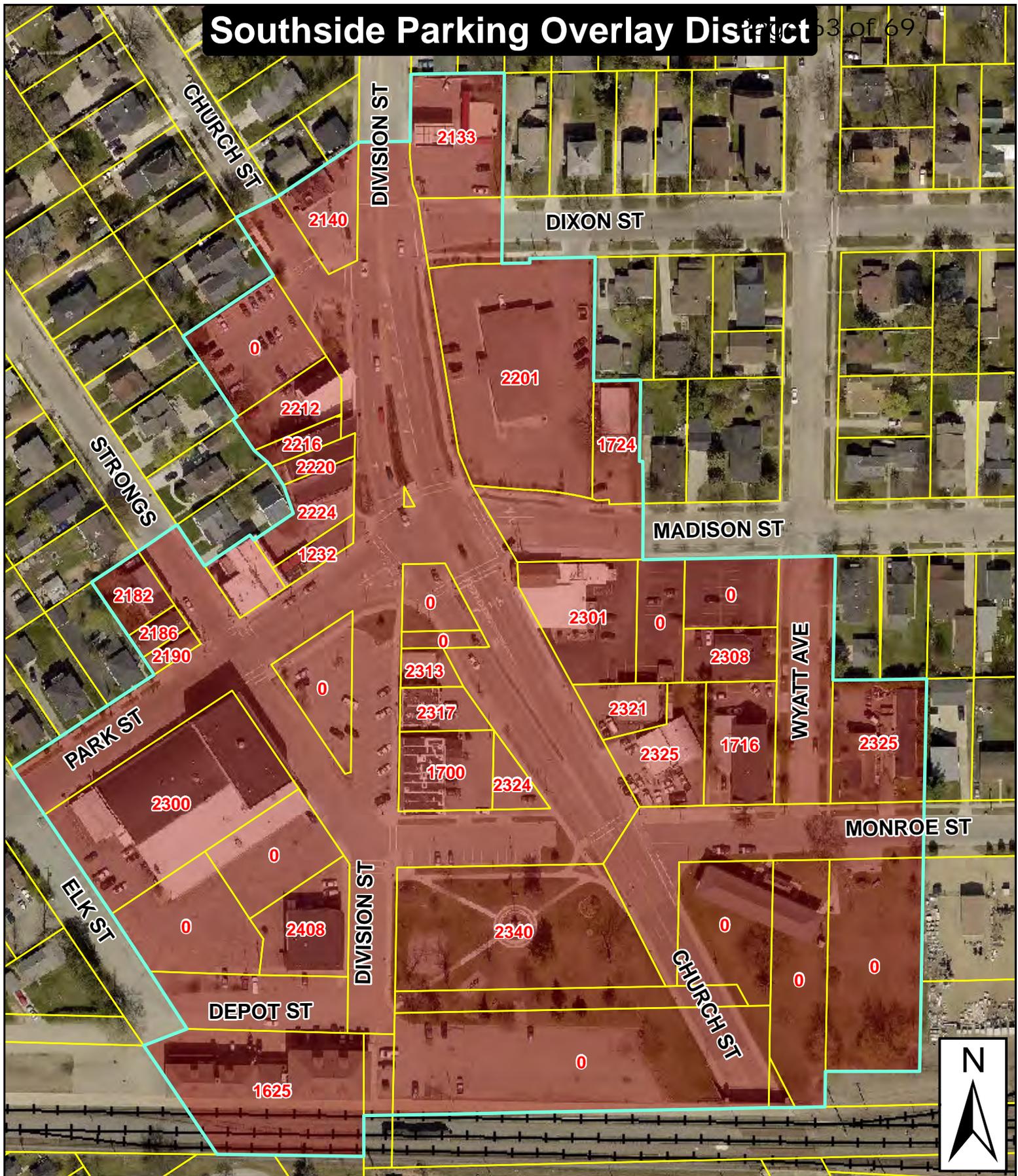
Findings: Over half of the buildings on developed properties do not meet all the setback requirements within the B-4 district, and/or in R-2, R-3, or M-2. Setbacks within the B-3 district are zero feet, and would assist in bringing several properties into conformance, but also allow other properties to build to the lot-line.

Uses

Findings: Several uses that are permitted within the B-4 district would become conditional uses within the B-3 district. Also, there are very few uses currently allowed as permitted or conditional uses in the B-4 district that would be prohibited within the B-3 district. It is important to note that any existing use would be grandfathered in and would not need to obtain a conditional use permit. If expansion or development of existing uses is proposed in the future, a conditional use permit for the expansion may be required.

If this is an option that the city would like to pursue, the next step would be to get input from the property owners within the area in question.

Southside Parking Overlay District



0 50 100 Feet

City of Stevens Point
Community Development Department

- Railroad
- Parcel Lines
- Overlay District

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

All other permitted uses	5,000 sq. Ft.							
Cond. Use	As set by the Plan Commission and City Council.							

c) "B-3" Central Business District (CBD)

- 1) Intent. This district is established to provide a single contiguous district encompassing the central business district or downtown area which will encourage primarily retail uses and a variety of supporting uses. This district is intended to help implement the community's specialized development goals and planning principles, for the CBD, particularly the development and maintenance of the downtown area as a specialized pedestrian-oriented shopping and community center.
- 2) Permitted Uses.
 - a) Permitted uses in the "B-2" District
 - b) Motor vehicle, marine, sales and repair but not, salvage, wrecking, storage or junking operations.
 - c) Household equipment sales and service
 - d) Department stores and discount variety stores
 - e) Retail stores
 - f) Movie theaters
 - g) Financial, business, professional and medical institutions
 - h) Banks, savings and loans, brokerage institutions, insurance companies, credit unions
 - i) Coin shops, bookstores, arts and crafts
 - j) Laundry and dry cleaning
 - k) Bus depot, taxi stands and taxi cab operations
 - l) Restaurants, beer and liquor stores
 - m) Indoor commercial recreational enterprises, excluding facilities such as, arenas, ice domes and similar facilities
 - n) Commercial and public parking lots and ramps
 - o) Private clubs, lodges, charitable and non-profit organizations
 - p) Furniture, carpet, appliance and auto supplier stores
 - q) Blueprinting and photostating establishments
 - r) Printing, publishing, engraving and bookbinding
 - s) Photo studios
 - t) Military recruiting services
 - u) Used car lot
 - v) Bicycle sales and service

- w) Plumbing, heating, electrical, lighting, and paint sales and service
- x) Post Office
- y) Cemetery monument sales
- z) Travel Bureaus
- aa) Sales of hardware, building, lawn and garden supplies excluding lumber yards
- bb) Preparation and sale of stone for cemetery monuments
- cc) Farmer's markets, bazaars, open space markets in the public square only

- dd) Cosmetology and barber colleges
- ee) Accessory uses
- ff) Filling of property
- 3) Conditional Uses.
 - a) Conditional Uses in "B-2" District
 - b) Gas and service stations
 - c) Ice and/or coal dealers
 - d) Experimental testing or research laboratories
 - e) Wholesale and distributing and warehousing establishments
 - f) Repair shops
 - g) Auditoriums, arenas, icedromes and similar facilities
 - h) Shopping centers
 - i) Hotel and motel facilities including other directly related facilities
 - j) Accessory uses
 - k) Industrial pipelines
 - l) Taverns and night clubs
 - m) Electronic amusement parlors

4) Minimum Performance Standards for the "B-3" District

“B-3” CENTRAL BUSINESS DISTRICT (CBD):

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	SIDE YARD	STREET SETBACK	REAR YARD	PARKING	AREA OF STRUCTURE
Permitted Uses	2650 sq.ft. Lot area per ground floor unit plus additional 50 sq.ft. Per bedroom 870 sq.ft. Lot area	0	35 ft. - 85 ft. If fire prevention system approved by fire dept.	0	0	0	Per 23.01(14)	0

	per above ground floor unit plus an additional 50 sq.ft. Per bedroom 770 sq.ft. Lot area per unit above 2nd floor having a balcony plus an additional 50 sq.ft. Per bedroom Dwellings shall have a minimum lot area of 8,000 sq.ft.							
Permitted businesses	0	20 ft.		0	0	0	0	0
All other permitted uses								
Conditional Uses	As set by the Plan Commission and City Council.							

d) "B-4" Commercial District

- 1) Intent. This district is established to provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City's Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access.
- 2) Permitted Uses. General Business or Commercial uses such as:
 - a) Permitted uses in "B-3" district
 - b) Repair shops
 - c) Greenhouses and nurseries
 - d) Gas station

- e) Mobile home sales
- f) Drive-in restaurants
- g) Farm implement and trailer sales and repair, excluding rebuilding, salvage, and wrecking
- h) Fruit and vegetable market
- i) Pet shops
- j) Animal hospital and veterinary clinics
- k) Commercial or institutional recreational game fields, swimming pools, skating, golf driving ranges, miniature golf, go-cart tracks, or similar open air recreational uses and facilities
- l) Building, plumbing, electrical and general contracting offices and sales outlets
- m) Dry cleaning and Laundromats
- n) Accessory uses
- o) Filling of property

3) Conditional Uses

- a) Conditional uses in "B-3" District
- b) Sign companies including fabrication and repair of all types of signs
- c) Military reserve and National Guard armories and training grounds
- d) Transfer, storage, moving, freight and parcel delivery operations
- e) Bakeries over 1500 sq. ft.
- f) Indoor skating and archery ranges
- g) Indoor shooting clubs
- h) Accessory uses
- i) Building, electrical and general contractor storage. Storage buildings must be less than or equal to 2,000 sq. ft.; all vehicles, trucks, trailers or equipment shall be stored inside the storage building; a storage building must be used in conjunction with a building, electrical, plumbing or general contractor's office and/or sales outlet.
- j) Sheet Metal Shop
- k) Car Washes
- l) Taverns; nightclubs

- m) Street setback canopies only - 10' street setback, maximum height not be illuminated and be visible from the street or the neighboring property. Canopies are defined as a roof-like structure supported by columns (solid walls are not allowed). No space above the canopy may be occupied and no area under the canopy approved as a conditional use may be used for storage.

4) Minimum Performance Standards for the "B-4" District:

USE	LOT AREA AND DENSITY	LOT WIDTH	HEIGHT OF STRUCTURE	SIDE YARD	STREET SETBACK	REAR YARD	PARKING	AREA OF STRUCTURE
Permitted Uses	<p>2650 sq.ft. Lot area per ground floor unit plus additional 50 sq.ft. Per bedroom.</p> <p>870 sq.ft. Lot area per above ground floor unit plus an additional 50 sq.ft. Per bedroom</p> <p>770 sq. Ft. lot area per unit above 2nd floor having a balcony plus an additional 50 sq.ft. Per bedroom.</p> <p>Dwellings shall have a minimum lot area of 8,000 sq.ft.</p>	60 ft.. - 80 ft. For corner lots	35 ft. - 125 ft. if fire prevention system approved by Fire Dept.	0 5 ft. If any side yard is provided and 5 ft. if abuts residence district	25 ft. In cases where a property is bounded by 3 or more public rights-of-way, the Common Council through the conditional use process, may reduce the street setback of one of the frontages but may not reduce the setback to less than 10 ft. In cases where an interior lot is abutted by two public right-of-ways, and is opposite of a property zoned Multiple Family District (R-4 or R-5), Business District (B-1, B-2, B-3, B-4, or B-5), or Industrial District (M-1 or M-2) the Common Council through the conditional use process, may reduce the street setback of one of the frontages opposite of those zoning districts, but may not reduce the setback to less than 10 ft.	10 ft. Plus additional 3 ft. For each story or fraction above 2 stories	Per 23.01(14)	0
All other permitted uses	7,000 sq.ft. Lot area							
Conditional	As set by the							

Uses	Plan Commission and City Council							
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e) "B-5" Highway Commercial District

- 1) Intent. This district is established to provide for larger retail, commercial, office, and service uses which depend upon access to major highways. This district is primarily intended to accommodate regional commercial uses requiring larger land areas than the "B-4" Commercial District and which depend upon region-wide usage and region-wide access. It is the intent of this district to provide for open space, to prevent congestion, to protect the highway corridor, to protect the safety of the users of the adjacent highway and the users of the commercial sites of this district, to protect property values, and to create a convenient and safe commercial area.
- 2) Permitted Uses. General Business or Commercial uses such as:
 - a) Permitted uses in the "B-4" District
 - b) Repair shops
 - c) Drive-in restaurants
 - d) Greenhouses and nurseries
 - e) mobile home sales
 - f) animal hospitals
- 3) Conditional Uses.
 - a) Conditional uses in "B-4" District not including reduced setback for canopies.
 - b) Department Stores
 - c) Shopping Centers
 - d) transfer, storage, moving, freight and parcel delivery operations
 - e) Car Washes
 - f) Taverns; nightclubs
- 4) Minimum performance Standards for the "B-5" District

STANDARDS

minimum lot size	35,000 sq. ft.
minimum lot width	125 ft.
building street yard setback	40 ft. setback from Hwy. 10 E. 25 ft. setback from all other streets
parking lot street yard	30 ft. setback from Hwy. 10 E.