

AGENDA
CITY PLAN COMMISSION

October 6, 2014 – 6:00 PM
Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

(A Quorum of the City Council May Attend This Meeting)

Discussion and possible action on the following:

1. Report of the September 2, 2014 Plan Commission meeting.
2. Request from Richard and Barbara Suchon for the purpose of annexing their property located at **4943 State Highway 66 (County Parcel ID 020-24-0822-04.14)** from the Town of Hull to the City of Stevens Point.
3. Establishing a permanent zoning classification of "R-2" Single Family Residence District or "R-3" Single and Two Family Residence District for **4943 State Highway 66 (County Parcel ID 020-24-0822-04.14) (Suchon annexation request)**.
4. Amending **Section 23.02(2)(c)** of the Revised Municipal Code of the City of Stevens Point to eliminate the minimum lot area and density requirements for residential developments that do not have any residential units located on the first floor.
5. Request from Al Tessmann, representing the property owner, for a conditional use permit to increase the occupancy from 14 to 24 at **1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07)**.
6. Request from Logan Erickson, representing Sentry Insurance, for a conditional use permit for an off-premise sign for PJ's – Sentry World Restaurant (601 North Michigan Avenue) to be located **at the northwest corner of the intersection of Division Street and Northpoint Drive (Parcel ID 2408-20-4300-03)**.
7. Request from Brian and Kristen Quimby for a conditional use permit for the purposes of constructing a covered porch using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements at **2025 Boyington Avenue (Parcel ID 2408-32-1032-02)**.
8. Request from the City of Stevens Point to acquire the property at **172 West Clark Street (Parcel ID 2408-31-1014-02)** from Rose Acceptance Inc. for use as parkland.
9. Creating a recreational/accessory vehicle storage ordinance.
10. Director's update (informational purposes only).
11. 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 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

PUBLISH: October 3, 2014 and October 10, 2014

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Common Council of the City of Stevens Point, Portage County, Wisconsin, will hold a Public Hearing on Monday, October 20, 2014 at 7:00 PM in the Council Chambers of the County-City Building, 1516 Church Street, Stevens Point, Wisconsin, to hear the following:

1. Amending the Zoning Ordinance of the Revised Municipal Code of the City of Stevens Point to classify the following territory as "R-2" Single Family Residence District or "R-3" Single and Two Family Residence District:

Part of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of Section 22, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, described as follows:

Commencing at the East $\frac{1}{4}$ corner of Section 22, Township 24 North, Range 8 East; thence N $01^{\circ}08'25''$ W along the East line of the Southeast $\frac{1}{4}$ of the Northeast $\frac{1}{4}$ of said Section 22, 999.95 feet; thence S $37^{\circ}46'00''$ W, 385.83 feet to the point of beginning (POB) of the parcel to be described; thence S $37^{\circ}46'00''$ W, 100.11 feet; thence N $49^{\circ}36'06''$ W, 551.57 feet to the Southerly line of S.T.H. "66"; thence N $40^{\circ}23'54''$ E along said Southerly line of S.T.H. "66", 100.00 feet; thence S $49^{\circ}36'06''$ E, 546.97 feet to the point of beginning.

Above described annexation boundary contains 54,927 square feet or 1.261 acres.

2. Amending Section 23.02(2)(c) of the Revised Municipal Code of the City of Stevens Point to eliminate the minimum lot area and density requirements for residential developments that do not have any residential units located on the first floor.

3. Request from Al Tessmann, representing the property owner, for a conditional use permit to increase the occupancy from 14 to 24 at 1205 Second Street (2408-32-2015-06) and 1209 Second Street (2408-32-2015-07). These properties being zoned "B-3" Single Central Business District and described as:

1205 Second St. - S 23' OF N 63' OF LOTS 1&2; THE E 4' OF N 40' LOT 2 & W 12' OF N 63' OF LOT 3 BLK 4 S E & O ADD EXC ANY PART THEREOF DES 453/1034 SOLD TO CITY FOR MALL 666768, City of Stevens Point, Portage County, Wisconsin.

1209 Second St. - S33' OF N 96' OF LOTS 1 & 2 & W 3' OF S 33' OF N 96' OF LOT 3 BLK 4 SE & O ADD 353/314, City of Stevens Point, Portage County, Wisconsin.

4. Request from Logan Erickson, representing Sentry Insurance, for a conditional use permit for an off-premise sign for PJ's – Sentry World Restaurant (601 North Michigan Avenue) to be located at the northwest corner of the intersection of Division Street and Northpoint Drive (Parcel ID 2408-20-4300-03). This property being zoned "B-4" Commercial District and described as LOT 4 CSM #5277-19-87 BNG LOT 2 CSM #1197-4-255 BNG PRT SW SE S20 T24 R8 21.455A 264/297, City of Stevens Point, Portage County, Wisconsin.
5. Request from Brian and Kristen Quimby for a conditional use permit for the purposes of constructing a covered porch using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements at 2025 Boyington Avenue (Parcel ID 2408-32-1032-02). This property being zoned "R-3" Single and Two-Family Residence District and described as

W1/2 OF LOT 3 & E 1/2 OF LOT 4 BLK 12 BOYINGTON & ATWELL ADD BNG PRT SE NE S32 T24 R8
702223, City of Stevens Point, Portage County, Wisconsin.

Maps further defining the above area(s) may be obtained from the City of Stevens Point Department of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling 715-346-1567, during normal business hours.

All interested parties are invited to attend.

BY ORDER OF THE COMMON COUNCIL
OF THE CITY OF STEVENS POINT, WISCONSIN

John Moe, City Clerk

REPORT OF CITY PLAN COMMISSION
September 2, 2014 – 6:00 PM
Lincoln Center – 1519 Water Street

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

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Comptroller Treasure Corey Ladick, Alderperson Mary Stroik, Alderperson Mike Phillips, Nate Enwald, Brandi Makuski, Ralph Shuda, John Kedrowski, Bob Fisch, Sarah Wallace, Barb Jacob, Megan McGoldink, Reid Rocheleau, Rich Sommer, Cathy Dugan, and Paul Enenbach.

INDEX:

1. Report of the August 4, 2014 Plan Commission meeting.
2. Request from the City of Stevens Point to rezone 14 residential properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to R-3 Single and Two-Family Residential District: 1724 Dixon Street (Parcel ID: 2408-32-4041-10), 1716 Dixon Street (Parcel ID: 2408-32-4041-09), 2140 Church Street (Parcel ID: 2408-32-4026-20), 2163 Strongs Avenue (Parcel ID: 2408-32-4026-10), 2164 Strongs Avenue (Parcel ID: 2408-32-4025-17), 2172 Strongs Avenue (Parcel ID: 2408-32-4025-16), 2179 Strongs Avenue (Parcel ID: 2408-32-4026-11), 2183 Strongs Avenue (Parcel ID: 2408-32-4026-12), 1118-20 Park Street (Parcel ID: 2408-32-4025-12), 1025 Park Street (Parcel ID: 2408-32-4021-03), 1017 Park Street (Parcel ID: 2408-32-4021-04), 1009 Park Street (Parcel ID: 2408-32-4021-05), 1001 Park Street (Parcel ID: 2408-32-4021-06), 2316 Elk Street (Parcel ID: 2408-32-4021-12).
3. Request from the City of Stevens Point to rezone 40 commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-3 Central Business District: 2133 Division (Parcel ID: 2408-32-4041-16), 2140 Division Street (Parcel ID: 2408-32-4027-09), unaddressed parcel on Church Street (Parcel ID: 2408-32-4026-19), 2212 Division Street (Parcel ID: 2408-32-4026-18), 2216 Division Street (Parcel ID: 2408-32-4026-17), 2220 Division Street (Parcel ID: 2408-32-4026-16), 2224 Division Street (Parcel ID: 2408-32-4026-15), 1232 Park Street (Parcel ID: 2408-32-4026-14), 1200-16 Park Street (Parcel ID: 2408-32-4026-13), 2201 Division Street (Parcel ID: 2408-32-4040-21), 1724 Madison (Parcel ID: 2408-32-4040-20), 2182 Strongs Avenue (Parcel ID: 2408-32-4025-15), 2186 Strongs Avenue (Parcel ID: 2408-32-4025-14), 2190 Strongs Avenue (Parcel ID: 2408-32-4025-13), unaddressed parcel on Division Street (Parcel ID: 2408-32-4028-01), unaddressed parcel on Division Street (Parcel ID: 2408-32-4035-05), unaddressed parcel on Division Street (Parcel ID: 2408-32-4035-06), 2313 Division Street (Parcel ID: 2408-32-4035-21), 2317 Division Street (Parcel ID: 2408-32-4035-22), 1700 Monroe Street (Parcel ID: 2408-32-4035-10), 2324 Church Street (Parcel ID: 2408-32-4035-23), 2301 Church Street (Parcel ID: 2408-32-4035-20), unaddressed parcel on Madison Street (Parcel ID: 2408-32-4035-03), unaddressed parcel on Wyatt Avenue (Parcel ID: 2408-32-4035-19), 2308 Wyatt Avenue (Parcel ID: 2408-32-4035-18), 2321 Church Street (Parcel ID: 2408-32-4035-14), 2325 Church Street (Parcel ID: 2408-32-4035-15), 1716-24 Monroe Street (Parcel ID: 2408-32-4035-16), 2325 Wyatt Avenue (Parcel ID: 2408-32-4036-09), unaddressed parcel on Monroe Street (Parcel ID: 2408-32-4034-01), unaddressed parcel on Monroe Street (Parcel ID: 2408-32-4033-05), unaddressed parcel on Monroe Street (Parcel ID: 2408-32-4033-08), 2340 Church Street (Parcel ID: 2408-32-4034-02), unaddressed parcel on Wayne Street (Parcel ID: 2408-32-4034-04), 1625 Depot Street (Parcel ID: 2408-32-4019-02), 2408-12 Division Street (Parcel ID: 2408-32-4020-09), unaddressed parcel on Depot Street (Parcel ID: 2408-32-4020-02), unaddressed parcel on Strongs Avenue (Parcel ID: 2408-32-4020-07), 2300 Strongs / 1109 Park Street (Parcel ID: 2408-32-4020-01), 1033 Park Street (Parcel ID: 2408-32-4021-13).

4. Extending and/or amending the options to purchase land in East Park Commerce Center.
5. Draft ordinance to regulate recreational/accessory vehicle parking and storage within residential zoning districts. **This item is for discussion purposes only.**
6. Amending Section 25.03, Uniform Sign Ordinance definition "Vision Obstruction" to match the clearview requirement language within the Zoning Ordinance (Section 23.01(14)(b)(3)).
7. Report of the August 13, 2014 Plan Commission - Comprehensive Plan meeting.
8. Comprehensive plan update / revision process.
9. Public participation plan for the comprehensive plan update/revision.
10. Adjourn.

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1. Report of the August 4, 2014 Plan Commission meeting.

Motion by Alderperson Moore to approve the report of the August 4, 2014 meeting; seconded by Commissioner Curless.

Motion carried 7-0.

2. Request from the City of Stevens Point to rezone 14 residential properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to R-3 Single and Two-Family Residential District: **see index on page 1 for specific parcels.**

Director Ostrowski explained the next two items go together and public meetings have been held for the property owners who are involved. Fourteen residential properties and 40 Commercial properties exist. Staff is recommending rezoning the commercial properties to B-3 Central Business which would be similar to the downtown area. The rezoning would have limited setbacks on commercial properties, and less stringent parking requirements. Rezoning is occurring due to the non-conforming status of several properties, resembling characteristics of the downtown. Also, there are 14 residential properties that are currently zoned B-4 Commercial that staff is recommending to be rezoned to R-3 Single and Two Family, which would allow them to expand, and rebuild if the zoning requirements are met. The rezoning would be consistent with the current Comprehensive Plan Future Land Use Map.

Mayor Halverson stated agenda items 2 and 3 will be combined if there is no objection. No objections were heard.

John Kedrowski, 1740 Madison Street, asked what would be the final zoning for 1724 Madison, what would be the uses of that zoning, and what are setbacks. Director Ostrowski answered the final zoning for that property would be B-3 Central Business, the uses could be retail or offices, and no setbacks would exist. Mr. Kedrowski then expressed his opposition to any zoning that would have zero setbacks, as he lives in the area and is nervous of new construction with no street setbacks and for the lack of parking requirements.

Cathy Dugan, 615 Sommers Street, agrees with Mr. Kedrowski's concerns and feels there should be a buffer surrounding the residential parcels.

Reid Rocheleau, 408 Cedar Street, stated he owns property on the south side and has concerns for the high density of street parking that may result and the pushing of pedestrian traffic into the streets. He is opposed to the rezoning.

Barb Jacob, 1616 Depot Street, is supportive of the rezoning of the commercial properties, but feels the commercial properties that abut residential should have a buffer area. Also, she feels the properties surrounded by Park, Water, Elk, and Depot streets should remain commercial and the houses could be sold for a commercial use.

Commissioner Hoppe asked how many properties would be grandfathered, to which Director Ostrowski answered every business in the area would be grandfathered to the current zoning code.

Mayor Halverson pointed out that numerous properties are non-conforming, but changing the zoning makes more properties conforming and allows for financing and more property investment. It is very unlikely that development would utilize residential properties in that triangle for commercial use. Providing a buffer for residential properties can be accomplished by rezoning several to Central Business Transitional (B-2) for those parcels that directly abut residential. Furthermore, that type of district would be more restrictive as to what the allowed uses would be.

Commissioner Hoppe questioned the options of requiring screening for commercial properties abutting residential. Mayor Halverson pointed out screening requirements would apply for any new construction or change in use.

Commissioner Haines stated that if we are going to make this area conform to our current land use plan, there are a couple of properties that should remain residential, such as 1724 Madison Street, or be rezoned to Central Business Transitional District. Director Ostrowski confirmed there is an option for approximately five properties that would warrant that type of zoning. Mayor Halverson added that the Central Business Transitional for those would be fairly good compromise. Director Ostrowski added the Central Business Transitional District does have a required 10 foot setback to residential properties.

Motion by Alderperson Moore to table the rezoning request of 14 residential properties within the vicinity of Church Street, Strongs Avenue, Park Street, and Depot Street from B-4 Commercial District to R-3 Single and Two-Family Residential District until October where a new map would be submitted of commercial properties proposed to be rezoned to Central Business Transitional District (B-2); seconded by Commissioner Patton. Motion carried 7-0.

3. Request from the City of Stevens Point to rezone 40 commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-3 Central Business District: *see index on page 1 for specific parcels.*

Motion by Alderperson Moore to table the rezoning request of the 40 commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-3 Central Business District until October where a new map would be submitted of commercial properties proposed to be rezoned to Central Business Transitional District (B-2); seconded by Commissioner Patton. Motion carried 7-0.

4. Extending and/or amending the options to purchase land in East Park Commerce Center.

Director Ostrowski explained in September of 2012 the City started the Wisconsin Certified Sites Program, which required single ownership for the East Park Commerce Center; therefore, options were executed on all parcels. At that time two year options were executed that will be expiring at the end of September, 2014.

These options need to be renewed in order to maintain certification. The new options would be for a five year period and allow the purchase of the land needed for the rail siding track. The Soik option would have an opt-out clause after a six month notice. All options would be at the same purchase price.

Motion by Commissioner Patton to approve extending and amending the options to purchase land in East Park Commerce Center; seconded by Commissioner Cooper. Motion carried 7-0.

5. Draft ordinance to regulate recreational/accessory vehicle parking and storage within residential zoning districts. ***This item is for discussion purposes only.***

Director Ostrowski explained that this ordinance is modeled after one from Bloomington, Minnesota that was previously presented. Photos have been provided of good and bad examples of accessory vehicle storage in residential neighborhoods.

Commissioner Haines pointed out that the draft ordinance is extremely detailed and if passed, would be difficult to enforce. Mayor Halverson and Commissioner Hoppe agreed.

Mayor Halverson pointed out that there are negative situations that do exist, but if this ordinance is adopted, it would be extremely difficult to enforce. Mayor Halverson recommended pursuing regulations for parking within the front yard setback only.

Commissioner Haines pointed out she specifically likes section 1(c) and 1(d)(3) of the draft ordinance with regards to sleeping, living-in the RV, and parking RV's.

Director Ostrowski stated he tried to draft the ordinance as comprehensive as possible to show all aspects of enforcement, however indicated the resulting difficulty to administer. He said that staff is not in favor of the ordinance as presented.

Aldersperson Moore said with smaller lots, there may not be any other location to put a recreational vehicle except in the front yard.

Commissioner Curless felt that the parking of recreational vehicles should be equal to the front yard setback and not in front of any part of the house. Furthermore, any motor home should be treated the same as a home addition and should meet the setbacks of any home addition.

Mayor Halverson pointed out aside from visitors or family use in the yard, there would not be long term residents and occupation of the motor home allowed. If limits on occupying recreational vehicles are not regulated, then he does agree with the setbacks to be equal to the principal structure setbacks.

Commissioner Haines asked if there was any other mechanism to deal with recreational vehicles, to which Mayor Halverson stated it falls under the general maintenance and occupancy code.

Aldersperson Phillips stated there are many vacant lots in the city, which are storing recreational vehicles for persons other than the property owners and that needs to be addressed. He does agree that accessory vehicles should be stored behind the front of a house.

Cathy Dugan, 615 Sommers Street, is glad the city is in pursuit of this type of ordinance and listed several examples of good and bad accessory vehicle storage.

Reid Rocheleau pointed out that he thought the 10 foot side yard setback was put in place for access for fire equipment and personnel to access homes during fires.

Mayor Halverson stated when a lot is vacant and adjacent to the property owner, you essentially have a large residential lot and would have a much larger front yard and area to park the accessory vehicles.

Commissioner Curless asked if a time allowance is given for the construction of a home for an owner who constructs a garage on a vacant lot, to which Director Ostrowski clarified you can combine parcels, or build a house within a year of constructing the garage on a vacant parcel.

Staff will make the requested changes to ordinance and bring it back to the commission for the next meeting.

6. Amending Section 25.03, Uniform Sign Ordinance definition "Vision Obstruction" to match the clearview requirement language within the Zoning Ordinance (Section 23.01(14)(b)(3)).

Director Ostrowski stated this amendment is to provide consistency between the zoning ordinance and sign code regarding vision obstruction requirements.

Motion by Alderperson Moore to approve the amendment to Section 25.03, Uniform Sign Ordinance definition "Vision Obstruction" to match the clearview requirement language within the Zoning Ordinance (Section 23.01(14)(b)(3)); seconded by Mayor Halverson. Motion carried 7-0.

7. Report of the August 13, 2014 Plan Commission - Comprehensive Plan meeting.

Motion by Commissioner Patton to approve the report of the August 13, 2014 Plan Commission – Comprehensive Plan meeting, with attendance corrected, seconded by Commissioner Curless. Motion carried 7-0.

8. Comprehensive plan update / revision process.

Director Ostrowski stated at the comprehensive plan meeting, this process was presented, and is now before the commission for approval. No changes have been made. Also, before the Commission for approval is the Public Participation Plan.

Motion by Mayor Halverson to approve the Comprehensive Plan Process; seconded by Commissioner Curless.

Commissioner Cooper stated he would like to focus on town hall, open house style meetings for citizen input. Mayor Halverson stated the intent is to delve into neighborhoods, giving citizens the opportunity to provide input directly relating to their neighborhood. Commissioner Haines agreed. Director Ostrowski stated a variety of techniques will be used depending on which neighborhood area is being addressed. Commissioner Haines added a public hearing is not public participation. Mayor Halverson pointed out that a public hearing is the minimum requirement, but the city will be engaging in very different methods of having public participation.

Cathy Dugan, 615 Sommers Street, asked if there was a plan as to how often the community would be involved in meetings, to which Director Ostrowski stated each part will be different and scheduled at different times of the day to get the most involvement.

Motion carried 7-0.

9. Public participation plan for the comprehensive plan update/revision.

Motion by Mayor Halverson to approve the Comprehensive Plan Public Participation Plan; seconded by Commissioner Curless. Motion carried 7-0.

10. Adjourn.

Meeting Adjourned at 6:58 pm.

Plan Staff

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

City of Stevens Point – Department of Community Development

To: Plan Commission

From: Plan Staff

CC:

Date: 10/6/2014

Re:

1. Request from Richard and Barbara Suchon for the purpose of annexing their homestead property, approximately 1.27 acres, addressed as **4943 State Highway 66 (County Parcel ID 020-24-0822-04.14)** from the Town of Hull to the City of Stevens Point.
2. Establishing a permanent zoning classification of "R-2" Single Family Residence District for **4943 State Highway 66 (County Parcel ID 020-24-0822-04.14) (Suchon annexation request)**.

Richard and Barbara Suchon, property owners of 4943 State Highway 66, are requesting to annex their property into the City of Stevens Point from the Town of Hull, and establish a permanent "R-2" Single Family Residence District zoning classification. Currently, they reside at the residence in a single family home. The applicant has pursued annexation primarily to connect to City sewer and water.

In regards to annexation, there are basically six types:

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

With this request, we are dealing with annexation by unanimous approval as the applicant is the sole owner of the property.

State Statute 66.0217(2) Direct annexation by unanimous approval. *Except as provided in this subsection and sub. (14), and subject to ss. 66.0301 (6) (d) and 66.0307 (7), if a petition for direct annexation signed by all of the electors residing in the territory and the owners of all of the real property in the territory is filed with the city or village clerk, and with the town clerk of the town or towns in which the territory is located, together with a scale map and a legal description of the property to be annexed, an annexation ordinance for the annexation of the territory may be*

enacted by a two-thirds vote of the elected members of the governing body of the city or village without compliance with the notice requirements of sub. (4). In an annexation under this subsection, subject to sub. (6), the person filing the petition with the city or village clerk and the town clerk shall, within 5 days of the filing, mail a copy of the scale map and a legal description of the territory to be annexed to the department and the governing body shall review the advice of the department, if any, before enacting the annexation ordinance. No territory may be annexed by a city or village under this subsection unless the territory to be annexed is contiguous to the annexing city or village.

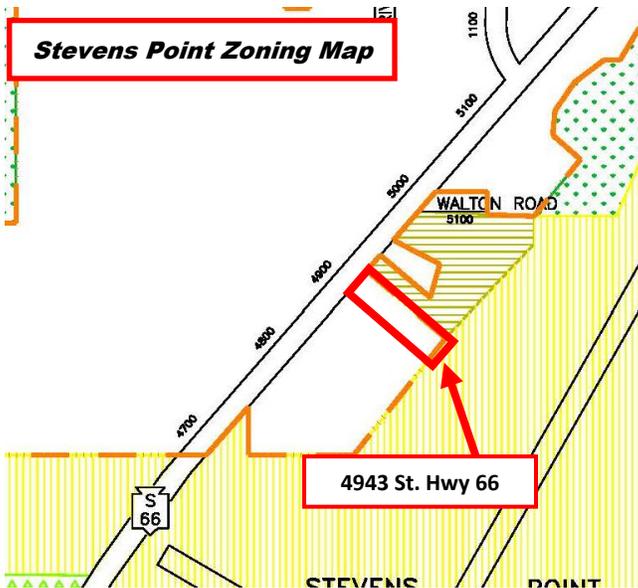
The steps outlined above regarding the petition, along with the proper notice have been made by the applicant.

Map of Proposed Annexed Territory



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

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



CONSERVANCY	R2 SINGLE FAMILY	R5 MULTI-FAMILY II	Residential	Downtown District	Park
LP LOW DENSITY	R3 TWO FAMILY	S1 NEIGHBORHOOD BUSINESS	Multi-family (3+ units)	Business Park District	Not Developable / Restrictive Ownership
R1 SUBURBAN	R4 MULTI-FAMILY I	C2 CENTRAL BUSINESS TRANSITION	Mobile Home Park	Institutional / Government	Vacant
I1 LIGHT INDUSTRIAL	C3 CENTRAL BUSINESS	CO COMMERCIAL	Commercial / Office	UWSP	Road Right-of-Way
I2 HEAVY INDUSTRIAL	HC HIGHWAY COMMERCIAL	Office / Multi-Family	Industry	Water Bodies	
U UNIVERSITY					

The property in question is directly adjacent to the City. The future land use map does not identify the property as it is outside of the city limits; however, the extraterritorial land use map within the comprehensive plan indicates the property to develop as residential which includes one and two family. Therefore, a zoning classification of either "R-2" or "R-3" would be consistent with the comprehensive plan. The applicant is requesting "R-2" zoning; however staff would also consider a zoning classification of "R-3" Single and Two Family Residence district, as it is slightly more intense and fitting for the property along a main highway. It is important to note that both "R-2" and "R-3" zoning about the property. Furthermore, a zoning classification of "R-3" allows for a single family use. Again, the property may be best suited for two-family residential due to the close proximity to the airport and the highway. Lastly, the annexation will assist in creating a more direct City boundary along State Highway 66. Therefore, staff would recommend a zoning classification of "R-2" or "R-3."



Portage County Tax Application

ASSESSMENT

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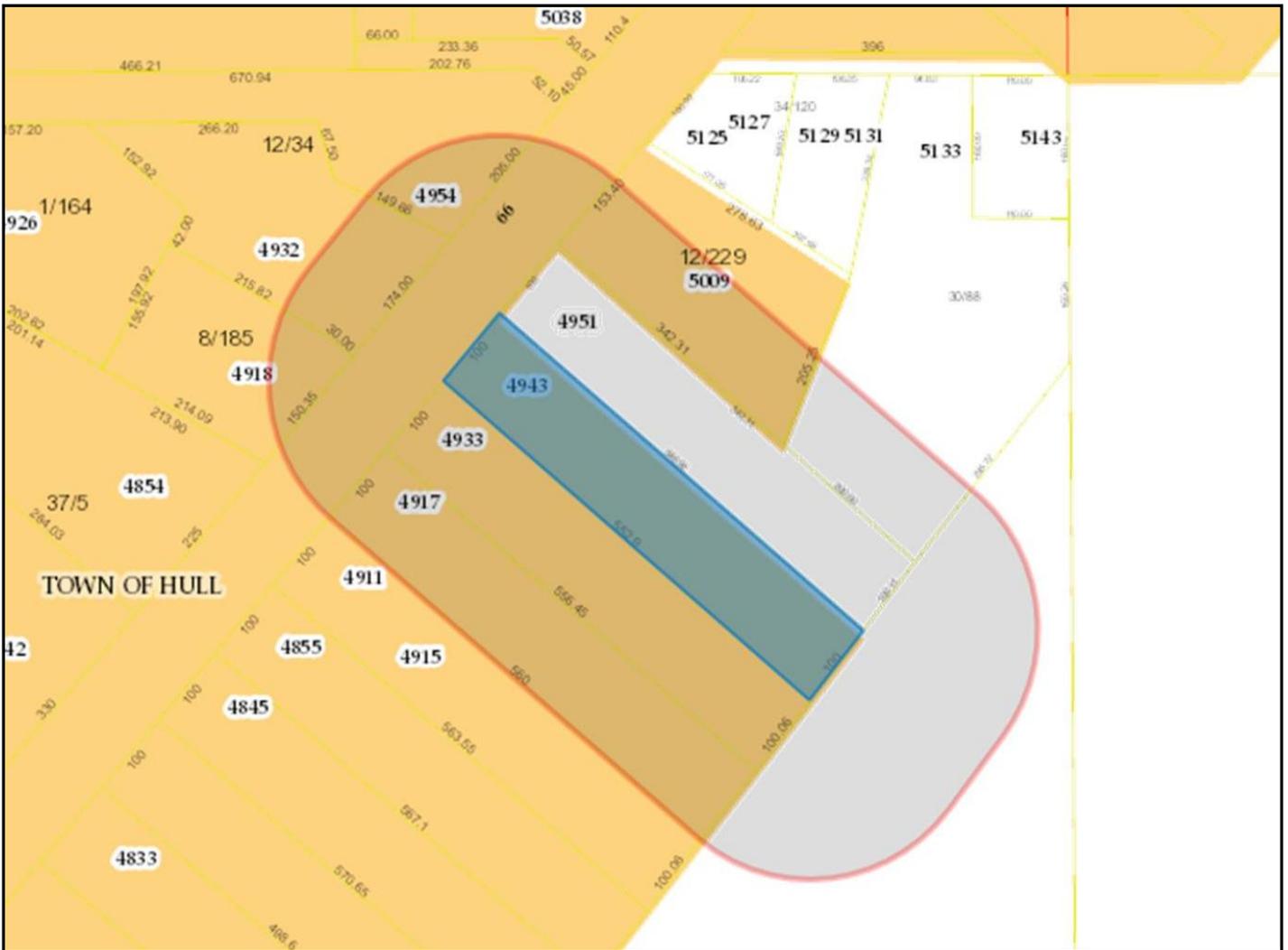
[Tax Info](#)

Parcel Number:	020-24-0822-04.14	Address:	4943 STATE HIGHWAY 66
Municipality:	TOWN OF HULL		STEVENS POINT WI , 544820000
Current Owner:	SUCHON-KLEIN, RITA F		
Note Field:			

Property Address:	4943 STATE HIGHWAY 66	Legal Descriptions
	STEVENS POINT, WI 54482	PT SENE:COM SE/L
		HY 66 314.5'N OF SW/C,870'
		NE ALG HY TO POB,SE AT RA
		TO HY552.9;NE100',NW TO
		SE/L,SW ALG HY 100'TO POB
		1.27A 234/313;697776

	Acres	Land	Improvements	School District:	STEVENS POINT AREA
RESIDENTIAL	1.27	21,300	103,100	Vctnl District:	MID-STATE
				Total Acres:	1.27
				Total Land:	21,300
				Total Improve:	103,100
				Exempt Info	

4943 State Highway 66 Exhibit Map (200 Feet Boundary) – Annexation & Zoning Designation Request



Tax Key	Name	Mailing Address	City, State	Zip	Property Address
020240822-04.07	KAREN M STANCZYK	4954 STATE HIGHWAY 66	STEVENS POINT WI	54482	4954 ST HWY 66
281240822100515	BRADY J BUSHMAN	5133 Walton Rd	Stevens Point WI	54482	5133 WALTON RD
020240822-04.02A	BRADY A KLUCK	4932 STATE HIGHWAY 66	STEVENS POINT WI	54482	4932 ST HWY 66
020240822-04.01	NEAL J & SANDRA J MASLOWSKI	5009 STATE HIGHWAY 66	STEVENS POINT WI	54482	5009 ST HWY 66
281240822100503	SCHULIST J ET AL C/O BENEDICT&G SCHULIST	4951 State Highway 66	Stevens Point WI	54482	4951 ST HWY 66
020240822-04.02	JEROME BORSKI	4918 STATE HIGHWAY 66	STEVENS POINT WI	54482	4918 ST HWY 66
020240822-04.14	SUCHON-KLEIN RF	4943 STATE HIGHWAY 66	STEVENS POINT WI	54482	4943 ST HWY 66
281240822452203	STEVENS POINT MUNICIPAL AIRPORT	1515 Strings Ave	Stevens Point WI	54481	
020240822-04.09	PIERCE PATRICK H	4933 STATE HIGHWAY 66	STEVENS POINT WI	54482	4933 ST HWY 66
020240822-04.08	DOMRES TODD P	4917 STATE HIGHWAY 66	STEVENS POINT WI	54482	4917 ST HWY 66
020240822-04.10	KURSZEWski JARED	4911 STATE HIGHWAY 66	STEVENS POINT WI	54482	4911 ST HWY 66



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 ANNEXATION
(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted	9/19/14	Fee Required	\$ 260.00	Fee Paid	260.00
Associated Applications if Any	Rezoning			Assigned Case Manager	Kyle Kearns		
Pre-Application Conference Date		Annexation Request Type	Unanimous <input type="checkbox"/> One-Half Approval <input type="checkbox"/> By Referendum <input type="checkbox"/>				

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	Richard J. + Barbara J. Szychowicz	Contact Name	
Address	4943 State Hwy 66	Address	
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	
Telephone	715-344-6864	Telephone	
Fax		Fax	
Email		Email	

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
020-24-0822-04.14		
Legal Description of Subject Property		
See attachment		
Designated Future Land Use Category		Current Use of Property
undefined		Single Family Residential
Explain the land use and the development proposed for the annexation property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
Single Family.		

Is the proposed annexation consistent with the Comprehensive Plan? Please reference the Comprehensive Plan's Future Land Use Map and the Extraterritorial Land Use Map. (Use additional pages if necessary)

Yes, as residential, see extraterritorial map.

Is a permanent zoning classification being requested for the annexation territory? If yes, please state the proposed zoning classification and provide reasoning. (Use additional pages if necessary)

R-2 Single Family.

Current Zoning Surrounding Subject Property (City or County zoning)

North:	R-3 Two & Single Family	South:	R-2 Single Family
East:	R-2 Single Family	West:	R-2 Single Family

Current Land Use Surrounding Subject Property

North:	North residential	South:	South residential / Airport
East:	Airport	West:	Residential

EXHIBITS

Owner Information Sheet	<input checked="" type="checkbox"/>	Additional Exhibits If Any:
Letter to District Alderperson	<input checked="" type="checkbox"/>	
Site Map or Certified Survey Map (outlining annexation property and surrounding jurisdictions)	<input checked="" type="checkbox"/>	
Signed Petition (signed by electors and property owners within the annexation area)	<input checked="" 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
Barbara J. Luckow	9-19-14		

Petition of Electors and Property Owners
for Direct Annexation

We the undersigned, constituting all of the resident electors and the owners of all of the land in area in the following territory of the Town of Hull Portage County, Wisconsin, adjoining the City of Stevens Point, petition the Honorable Mayor and Common Council of said City to annex the territory described below as shown on the scale map to the City of Stevens Point, Portage County, Wisconsin.

We, the undersigned, elect that this annexation shall take effect to the full extent consistent with outstanding priorities of other annexations, incorporation or consolidation proceeding, if any.

The current population of the area to be annexed is 2

Signature of Petitioner	Date of Signing	Address
<u>Barbara J. Lueker</u>	<u>9-19-14</u>	<u>4943 State Hwy 66 Stevens Point, WI 54482</u>
<u>Rick Meyer 555 Jackson</u>	<u>9-19-14</u>	<u>4943 State Hwy 66 Stevens Point, WI 54482</u>

Legal Description of Land Petitioned for Annexation

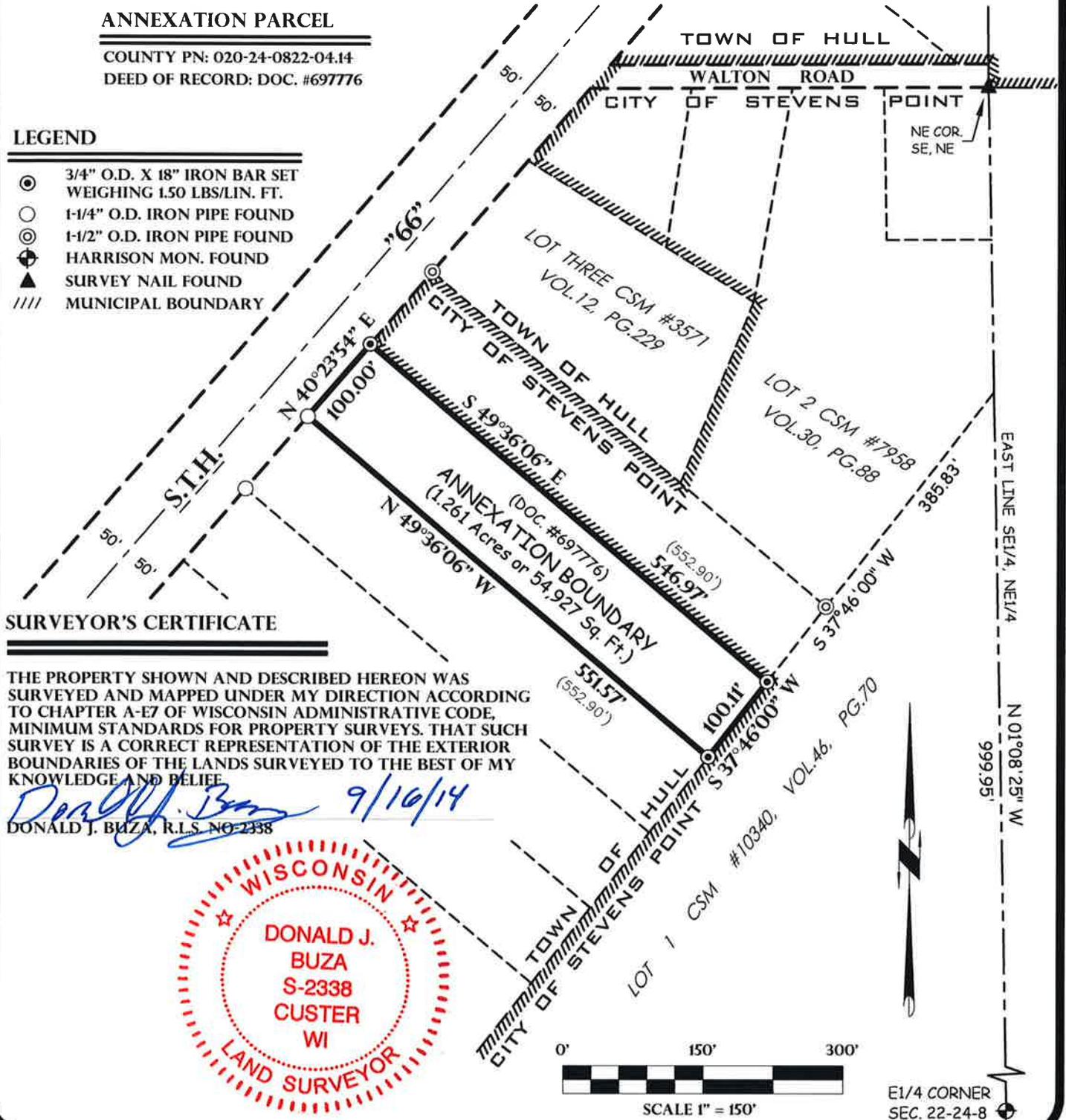
ANNEXATION SURVEY

OF PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 22,
TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

ANNEXATION PARCEL
 COUNTY PN: 020-24-0822-04.14
 DEED OF RECORD: DOC. #697776

LEGEND

- ⊙ 3/4" O.D. X 18" IRON BAR SET WEIGHING 1.50 LBS/LIN. FT.
- 1-1/4" O.D. IRON PIPE FOUND
- ⊙ 1-1/2" O.D. IRON PIPE FOUND
- ⊕ HARRISON MON. FOUND
- ▲ SURVEY NAIL FOUND
- //// MUNICIPAL BOUNDARY



SURVEYOR'S CERTIFICATE

THE PROPERTY SHOWN AND DESCRIBED HEREON WAS SURVEYED AND MAPPED UNDER MY DIRECTION ACCORDING TO CHAPTER A-E7 OF WISCONSIN ADMINISTRATIVE CODE, MINIMUM STANDARDS FOR PROPERTY SURVEYS. THAT SUCH SURVEY IS A CORRECT REPRESENTATION OF THE EXTERIOR BOUNDARIES OF THE LANDS SURVEYED TO THE BEST OF MY KNOWLEDGE AND BELIEF.

Donald J. Buza 9/16/14
 DONALD J. BUZA, R.L.S. NO-2338



Land Surveying
 Engineering
Donald J. Buza, PLS #2338
 5709 Windy Drive, Suite D
 Stevens Point, WI 54482
 715.344.9999(PH) 715.344.9922(FX)

THIS INSTRUMENT WAS DRAFTED BY DONALD BUZA
 AND DRAWN BY DONALD BUZA

FIELD BOOK B-30 PAGE 15-16
 JOB # 14.771

SHEET 1 OF 2 SHEETS



Point of Beginning

Re: Annexation Boundary

Legal Description

Part of the Southeast ¼ of the Northeast ¼ of Section 22, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, described as follows:

Commencing at the East ¼ corner of Section 22, Township 24 North, Range 8 East; thence N 01°08'25"W along the East line of the Southeast ¼ of the Northeast ¼ of said Section 22, 999.95 feet; thence S 37°46'00"W, 385.83 feet to the point of beginning (POB) of the parcel to be described; thence S 37°46'00"W, 100.11 feet; thence N 49°36'06"W, 551.57 feet to the Southerly line of S.T.H. "66"; thence N 40°23'54"E along said Southerly line of S.T.H. "66", 100.00 feet; thence S 49°36'06"E, 546.97 feet to the point of beginning.

Above described annexation boundary contains 54,927 sq. ft. or 1.261 acres.

Dated this 16th day of September, 2014.

Donald J. Buza, RLS





City of Stevens Point
Community Development Department

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(715) 346-1498
communitydevelopment@stevenspoint.com
<http://stevenspoint.com>

APPLICATION FOR A ZONING MAP AMENDMENT - REZONING

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	<i>Annexation</i>	Date Submitted	<i>9/19/14</i>	Fee Required	<i>260.00</i>	Fee Paid	<i>260.00</i>
Associated Applications if Any	<i>Annexation</i>			Assigned Case Manager	<i>Kyle Kearns</i>		
Pre-Application Conference Date							

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	<i>Richard J. & Barbara J. Seiden</i>	Contact Name	
Address	<i>4943 St. Hwy 66</i>	Address	
City, State, Zip	<i>Stevens Point WI 54482</i>	City, State, Zip	
Telephone	<i>715-344-6969</i>	Telephone	
Fax		Fax	
Email		Email	

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
<i>020-24-0822-04.14</i>		
Legal Description of Subject Property		
<i>See Attachment</i>		
Area of Subject Property (Acres/Sq Ft)		Area of Requested Rezoning (Acres/Sq Ft)
<i>1.27 Acres</i>		<i>1.27 Acres</i>
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
<i>Residential</i>	<i>Residential</i>	<i>Residential</i>
Current Zone District		Proposed Zone District
		<i>R-2 Residential Single Family</i>

Reason for the zone change request			
<p>Pre to annexation & for use as single family residential. (City sewer & water.)</p>			
Land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)			
<p>Single Family Residential existing on property</p>			
Current Zoning Surrounding Subject Property			
North:	R-3 Two & Single Family	South:	R-2 Single Family
East:	R-2 Single Family	West:	R-2 Single Family.
Current Land Use Surrounding Subject Property			
North:	Residential	South:	Residential / Airport
East:	Airport	West:	Residential
Is the proposed zoning map amendment consistent with the Comprehensive Plan? If so how?			
<p>Yes, as residential, see extrajurisdictional map</p>			

EXHIBITS

Owner Information Sheet	<input checked="" type="checkbox"/>	Additional Exhibits If Any:
Letter to District Alderperson	<input checked="" type="checkbox"/>	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input checked="" 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
Barbara J. Luchon	9-19-14		



Memo

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: 10/1/2014
 Re: Amending **Section 23.02(2)(c)** of the Revised Municipal Code of the City of Stevens Point to eliminate the minimum lot area and density requirements for residential developments that do not have any residential units located on the first floor.

Any multi-family development within the City of Stevens Point must obtain a conditional use permit. Furthermore, lot area and density requirements must be met. While lot area and density requirements provide benefits, they may be difficult to meet in certain areas and in certain situations. For example, buildings in the downtown district that historically have had commercial on the first floor with storage or underutilized space on the second floor may have difficulty meeting the requirements because the lot sizes in the downtown district are so small. Furthermore, much, if not all of the lot is taken up by buildings. Staff would recommend eliminating the minimum lot area and density requirements for residential developments that do not have any residential units located on the first floor. This will allow the conversion of unused space to dwelling units. Please keep in mind that multiple family units will still require a conditional use permit and the Plan Commission and Common Council will have the ability to set limits if needed and units will still need to meet the square footage requirements in our occupancy and building codes.

Example: Section 23.02(2)(c)(4) Minimum Performance Standards for the "B-3" District

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 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.	0	35 ft. - 85 ft. If fire prevention system approved by fire dept.	0	0	0	Per 23.01(14)	0
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.							

The following item will pertain to this item.

Administrative Staff Report

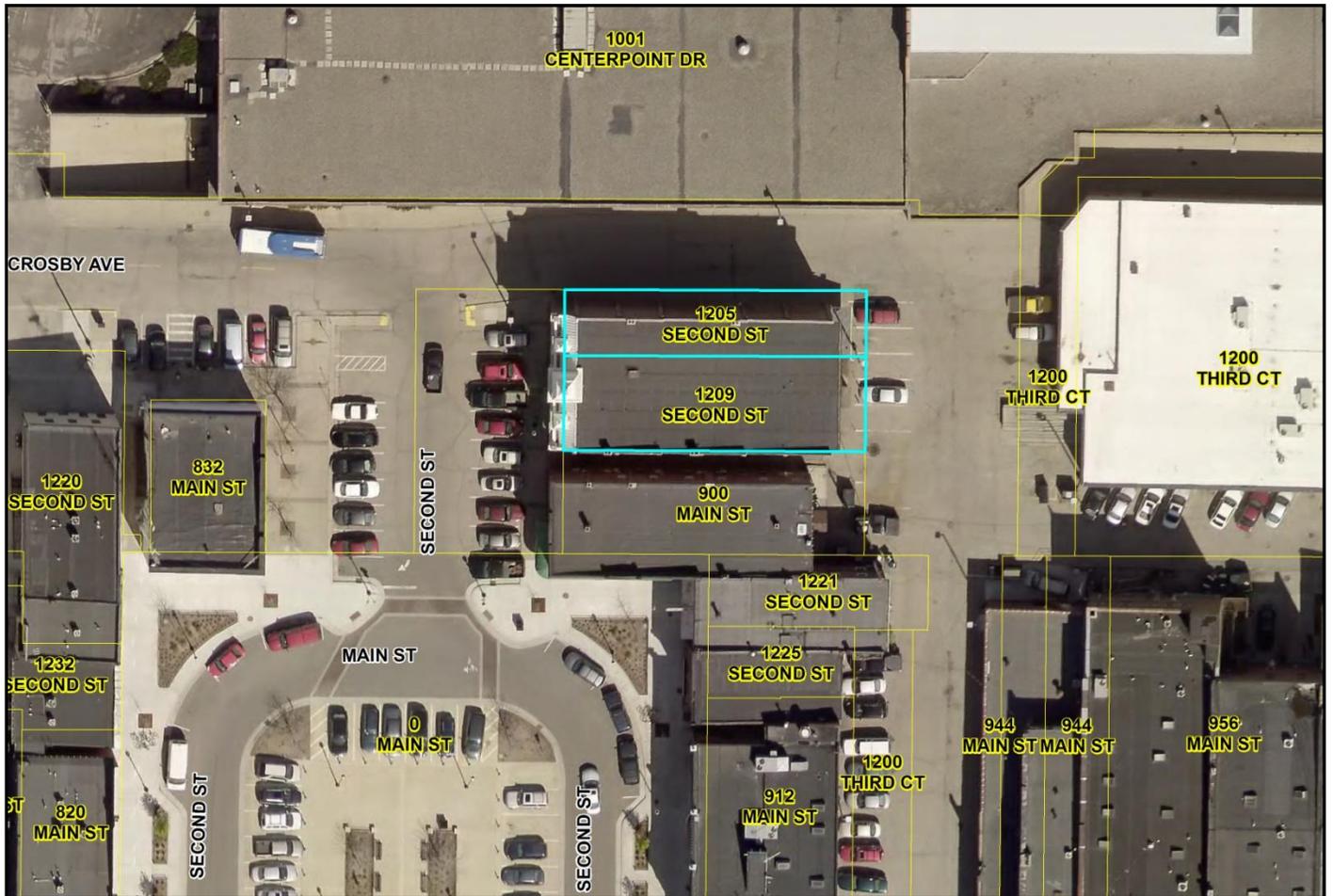


Al Tessmann
Multi-Family Conditional Use Request
1205-1209 Second Street
October 6, 2014

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

<p>Applicant(s):</p> <ul style="list-style-type: none"> Al Tessmann <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"> 2408-32-2015-06 2408-32-2015-07 <p>Zone(s):</p> <ul style="list-style-type: none"> "B-3" Central Business District <p>Master Plan:</p> <ul style="list-style-type: none"> Downtown District <p>Council District:</p> <ul style="list-style-type: none"> District 1 – Doxtator <p>Lot Information: 2408-32-2015-07</p> <ul style="list-style-type: none"> Actual Frontage: 23 feet Effective Depth: 103 feet Square Footage: 2,369.0 Acreage: 0.054 <p>2408-32-2015-07</p> <ul style="list-style-type: none"> Actual Frontage: 33 feet Effective Depth: 103 feet Square Footage: 3,399 Acreage: 0.078 <p>Current Use:</p> <ul style="list-style-type: none"> Vacant, residential, and retail <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 23.01(14), 23.01(16), and 23.02(2)(c) 	<p>Request</p> <p>Request from Al Tessmann, representing the property owner, for a conditional use permit to increase the occupancy from 14 to 24 at 1205 Second Street (Parcel ID 2408-32-2015-06) and 1209 Second Street (Parcel ID 2408-32-2015-07).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Property Data Exhibit Map Application Site Plans Renderings <p>Findings of Fact</p> <ul style="list-style-type: none"> The property is zoned "B-3" Central Business District. The request is to construct five loft/studio apartments on the second floor. Multiple family uses require a conditional use permit. <p>Staff Recommendation</p> <p>Approve the increase in occupancy subject to Plan Commission and staff comments, including the following condition(s):</p> <ul style="list-style-type: none"> The applicant must secure a multi-family license prior to occupying the units. The first floor unit must be eliminated. The maximum number of units would be 12, with 24 occupants. All plans shall adequately show square footages of bedrooms and living areas. If refuse storage is increased, the applicant shall screen the containers. All building codes shall be met prior to issuance of occupancy license. Exterior improvements must be reviewed and approved by the Historic Preservation / Design Review Commission (windows, trim, etc).
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Vicinity Map



Background



Mr. Tessmann is requesting a conditional use permit for the purposes of constructing second floor apartments at the property identified above. The building in question currently has two addresses and two parcels that split the building. The request incorporates the northern most parcel (left in photo), 1205 Second Street, which is currently vacant. Apartments exist on the southern parcel (right in photo); licensing for the following: 7 units and 14 occupants. Retail and/or office space also exists on the first floor. The applicant is proposing to increase units and occupancy to fully utilize the second floor with the following:

Details:

- 5 loft/studio units
- 10 occupants (2 per unit)

It is important to note that a first floor existing space is currently being utilized for residential purposes for a single occupant. Our zoning ordinance does not prohibit a residential use on the first floor,

however, in order to meet the lot area and density requirements, the first floor unit must be eliminated.

Also, 12 new windows and openings are proposed for a majority of the second floor along the north facade. The Historic Preservation Commission would have to approve any exterior improvements.

Note: Parking requirements no longer exist for residential properties within the "B-3" Central Business District. Tenants have the ability to secure municipal permits, if needed.

Section 23.01(14)(d)(5)

5) Designated Downtown

No Parking is required in a designated downtown area. Where parking is provided, it must meet the dimensional standards of this Zoning Code.

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 building currently exists, with a commercial space available on the first floor, and seven apartment units on the second floor. The vacant portion of the second floor will be renovated into five apartment units, accommodating a total of 10 occupants. Each unit will be a loft/studio design, as ceilings heights can accommodate a loft area. Living space and dining/kitchen will exist on the second floor in each unit with bathrooms on either the loft area or second floor. The loft will act as the bedroom area for all five units.

Findings: The increased occupancy should not be detrimental to, or endanger, the public health, safety, or general welfare as the property currently has second floor apartment units and several neighboring properties utilize apartments on the second floor. Furthermore, the request mirrors the goals and objectives within the comprehensive plan to increase density within downtown.

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

Analysis: The apartment units will be located on the second floor, which is common throughout the downtown.

Findings: The units should be complementary to the existing units and any commercial use at the site, and within the immediate vicinity.

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;

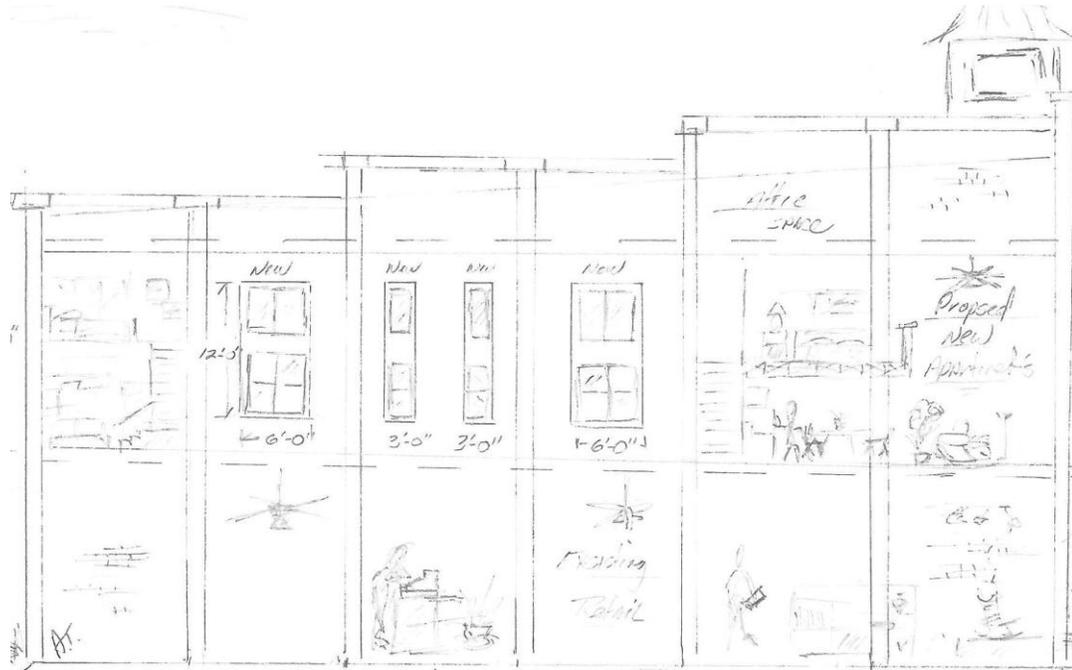
Analysis: The respective area is an established area of the City.

Findings: The proposed use 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: Project plans do include exterior renovation of the facade. New double hung and awning type windows (12) are proposed along the north façade to accommodate the units and loft areas. Existing windows may be

replaced or renovated, along with entry doors. Any façade work must be approved by the Historic Preservation / Design Review Commission.



Findings: The architectural appeal is not changing significantly. Furthermore, the proposed building improvements should add aesthetics to the building and should not be in variance with other structures throughout the neighborhood, as several other neighboring properties have second floor apartments. Windows of a similar historic style will significantly increase the aesthetics of the north façade which has no windows or building elements. Any exterior improvements will require review by the Historic Preservation / Design Review Commission. Other exterior and interior project elements will be reviewed as necessary by other applicable committees and/or commissions.

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: No parking is required within the "B-3" Central Business District.

Findings: N/A

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 Central Business District. The intent of this district is 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.

Findings: The proposed use is a supporting use within this 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. Any exterior improvements shall meet the zoning requirements for the district. Plan Commission shall set the lot area and density requirements for all non-exclusive multi-family developments. Building code requirements regarding occupancy within defined living quarters have been met to allow for two occupants per apartment unit.

Findings: In order to meet the lot area and density requirements, the first floor unit must be eliminated.

- 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.**

Analysis: The proposal is to construct five, loft/studio style apartment units on the second floor. Furthermore, an existing residential unit exists on the first floor, which has not been included within the existing occupancy license. The current license includes seven second floor units with 14 occupants.

Findings: This proposal should not result in an over-concentration of high density living facilities, as the property is within the dense downtown. In fact, having additional units with fewer occupants, as opposed to few units with more occupants may be better suited for this area. However, if the prior ordinance amendment is approved, the owner would need to eliminate the unit on the first floor in order to construct the units on the second floor, otherwise the lot area and density requirement would not be met.

- 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: Several stalls are located in front of the building and behind the building to accommodate customers and/or tenants.

Findings: There is no parking required for the property and/or uses, as it falls within the downtown district.

- 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, and adequate utilities exist at the site.

Findings: This standard is met.

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

- a. Mechanical equipment including refuse storage shall be screened from neighboring properties.**

Analysis: Refuse storage is stored behind the building.

Findings: If refuse storage is increased, the owner shall screen the refuse containers.

- b. Lighting shall be located to minimize intrusion onto the neighboring properties.**

Analysis: Lighting will likely not change.

Findings: Lighting changes should not impact the adjacent properties. This standard is met.

- c. Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

Analysis: The use will be a multi-family type use.

Findings: The use should not cause significant noise levels.

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

Based on the findings above, staff would recommend approving the request to increase occupancy for both the proposed five units. This can only occur if the prior ordinance amendment is approved. In addition, in order to meet the prior ordinance amendment, the first floor unit must be eliminated. The building would then have 12 units and 24 occupants.

PHOTOS



West Facade



North Facade



North Facade



North Façade (Faded Signage)



East Facade



South Facade

Name and Address		Parcel #	Alt Parcel #	Land Use
James E & P Laabs 1026 Second St N Stevens Point, WI 54481		240832201507	240832201507	Store, Retail / Apt(s)
		Property Address		Neighborhood
		1209 Second St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		Metes And Bounds		B3-CENTRAL BUSINESS

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type

SITE DATA

PERMITS

Actual Frontage	33.0	Date	Number	Amount	Purpose	Note
Effective Frontage	33.0	8/27/1997	27071	\$400	066 Plumbing	hwh
Effective Depth	103.0					
Square Footage	3,399.0					
Acreage	0.078					

2014 ASSESSED VALUE

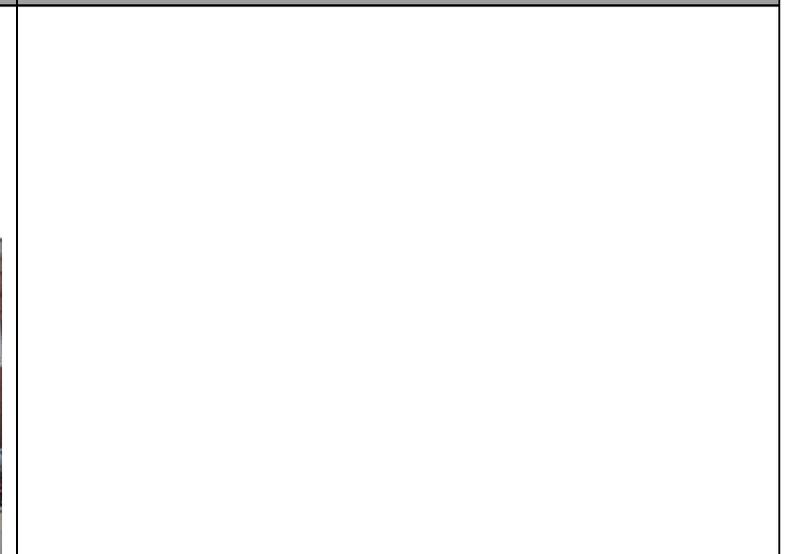
Class	Land	Improvements	Total
(2) - B-Commercial	\$22,400	\$112,900	\$135,300
Total	\$22,400	\$112,900	\$135,300

LEGAL DESCRIPTION

S33' OF N 96' OF LOTS 1 & 2 & W 3' OF S 33' OF N 96' OF LOT 3 BLK 4 SE & O ADD 353/314

PROPERTY IMAGE

PROPERTY SKETCH



Name and Address		Parcel #	Alt Parcel #	Land Use
James E & P Laabs 1026 Second St N Stevens Point, WI 54481		240832201507	240832201507	Store, Retail / Apt(s)
		Property Address		Neighborhood
		1209 Second St		Cntrl Bus & 2nd St area(Comm)
		Subdivision		Zoning
Display Note		Metes And Bounds		B3-CENTRAL BUSINESS

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (C avg)	1892	2,208	Masonry - Avg	15
1	2	Apts (C avg)	1892	2,208	Masonry - Avg	15

Total Area		4,416
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BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
1	1	Store, Retail - Unfin Bsmnt	2,208	1	1	Enclosed Frame Porch(es)	35

DETACHED IMPROVEMENTS

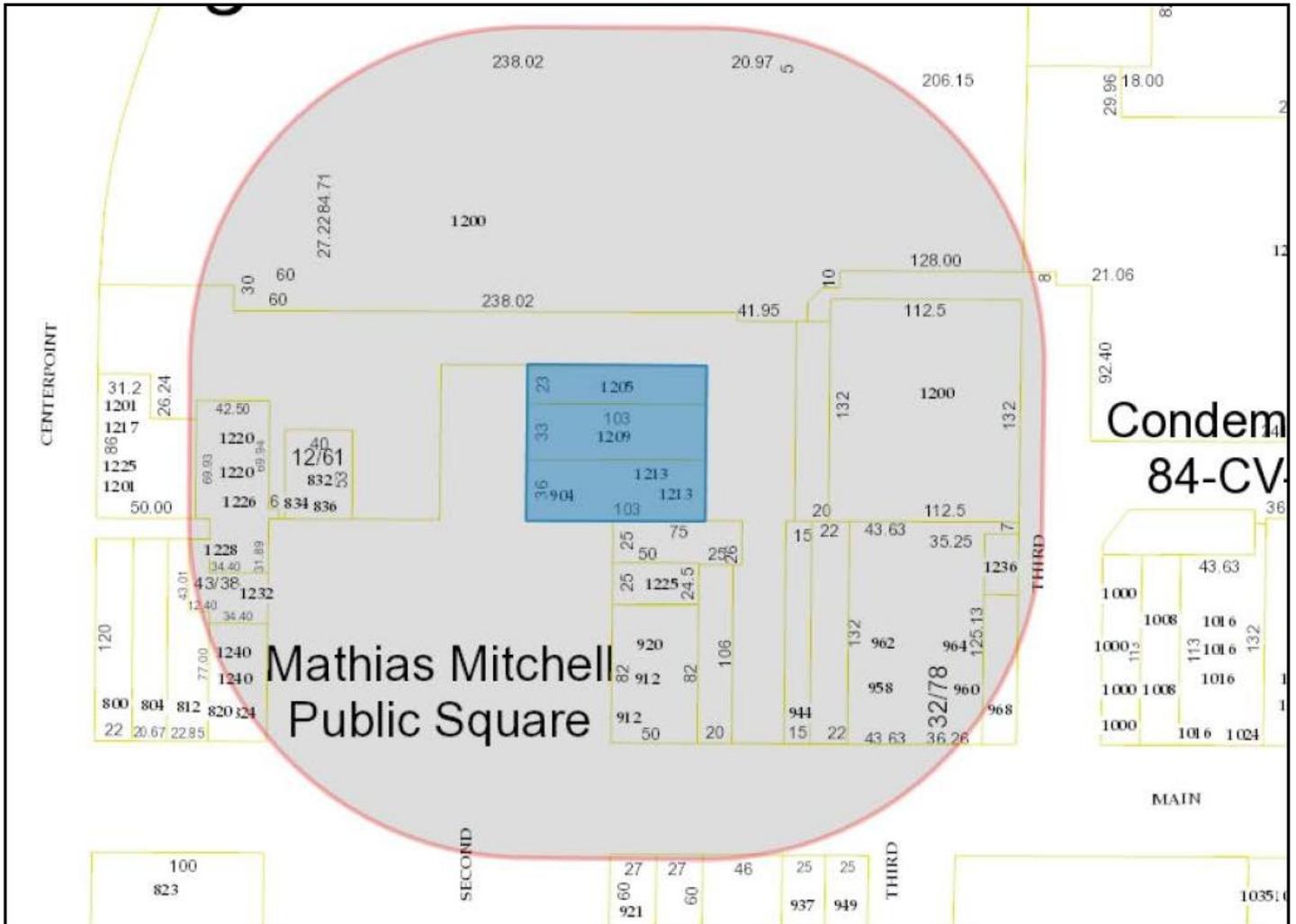
Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age	49
		Year Built	1892
		Eff. Year	1965
		One Bedroom	7
		Two Bedroom	
		Three Bedroom	
		Total Units	7
		Stories	2.00
		Business Name	Store w/ 7 apts above

Conditional Use Permit – Increase Occupancy – 1205 Second Street / 1209 Second Street – Exhibit Map (200 Feet Boundary)



Tax Key	Name	Mailing Address	City, State	Zip	Property Address
281240832202964	MID-STATE TECH COLLEGE DISTRICT	933 MICHIGAN AVE	STEVENS POINT WI	54481	1001 Centerpoint Dr
281240832201522	GANNETT MIDWEST PUBLISHING INC	7950 Jones Branch Drive	McLean VA	22107	1200 Third Ct
281240832201524	GANNETT MIDWEST PUBLISHING INC	7950 Jones Branch Drive	McLean VA	22107	1200 Third Ct
281240832201506	JAMES E & PATRICIA LAABS	1026 Second St N	Stevens Point WI	54481	1205 Second St
281240832201603	BAKERY POINT II LLC	1301 Dubai Ave	Stevens Point WI	54481	1201 Water St
281240832201609	SCHERTZ FAHRNER LLC	1265 Main St Ste 104	Stevens Point WI	54481	1220 Second St
281240832201507	JAMES E & PATRICIA LAABS	1026 Second St N	Stevens Point WI	54481	1209 Second St
281240832201618	JAY SCHRANK & BRIAN PAGE SPECIALIZED DEV	PO Box 541	Stevens Point WI	54481	832 Main St
281240832201508	PETER J & LINDA LEDER	2001 Green Tree Rd	Junction City WI	54443	900 Main St
281240832201509	MICHAEL J & CAROL BRILL	501 Walker Street	Stevens Point WI	54481	1221 Second St
281240832201515	ROBERT L & CARRIE L BUTT	1434 PLOVER HEIGHTS RD	STEVENS POINT WI	54481	944 Main St
281240832201516	ROBERT L & CARRIE L BUTT	1434 PLOVER HEIGHTS RD	STEVENS POINT WI	54481	944 Main St

281240832201528	SCHERTZ PROPERTIES LLC	1265 Main St Ste 104	Stevens Point WI	54481	956 Main St
281240832201527	SCIARRONE FG & MILANO ROSEMARY TRUST	2517 PRAIS ST	STEVENS POINT WI	54481	1236 Third St
281240832201606	SCHERTZ FAHRNER LLC	1265 Main St Ste 104	Stevens Point WI	54481	812 Main St
281240832201608	SCHERTZ FAHRNER LLC	1265 Main St Ste 104	Stevens Point WI	54481	1232 Second St
281240832201510	BARS NONE INC	P O BOX 586	Stevens Point WI	54481	1225 Second St
281240832201523	GANNETT MIDWEST PUBLISHING INC	7950 Jones Branch Drive	McLean VA	22107	1200 Third Ct
281240832201526	SCIARRONE F & G MILANO R C SURV TRST	2517 Prais St	Stevens Point WI	54481	968 Main St
281240832201529	TROY HOJNACKI & DANIEL RETZKI	P O Box 586	Stevens Point WI	54481	912 Main St
281240832201607	SCHERTZ FAHRNER LLC	1265 Main St Ste 104	Stevens Point WI	54481	820 Main St
281240832201805	T A KESSENICH LLC	256 W NELSON ST	Deerfield WI	535319314	913 Main St
281240832201804	SUSAN M SIMKOWSKI	4012 HUNTER WAY	FORT SMITH AR	72903	921 Main St
281240832201803	KURSZEWSKI ENTERPRISES LLC	2410 Chestnut St	Wisconsin Rapids WI	54494	927 Main St
281240832202962					
281240832202966	COMMUNITY DEV AUTHORITY OF STEVENS PT	1515 STRONGS AVE	STEVENS POINT WI	54481	



City of Stevens Point
Community Development Department

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

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

R# 1-58448
\$250⁰⁰
9-12-14

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted	9-12-14	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 type="checkbox"/>)	
Applicant Name	AL TESSMANN	Contact Name	
Address	195 BLACK FOREST DR	Address	
City, State, Zip	PLEOVER WI 54467	City, State, Zip	
Telephone	715 498 5470	Telephone	
Fax		Fax	
Email	tessmannconstruction@gmail.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	JIM LAABS	Owner's Name	
Address	1026 SECOND ST N	Address	
City, State, Zip	STEVENS POINT WI 54481	City, State, Zip	
Telephone	(715) 684-9462	Telephone	
Fax		Fax	
Email	JimLaabs1@gmail.com	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
Legal Description of Subject Property		
Designated Future Land Use Category		Current Use of Property
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>Add 10 additional occupants,</p>		

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

- it is right down town
- Public Transportation is right there
- Shopko, Restaurant, shop's & more
- There are other apartments near by
- Farmers Market • PARK • Bike paths
- parking can be approved thru Police Department by permit
- midstate is next door
- DWSP is in biking distance

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

N/A

Current Zoning Surrounding Subject Property

North:		South:	
East:		West:	

Current Land Use Surrounding Subject Property

North:		South:	
East:		West:	

EXHIBITS

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

CERTIFICATION AND SIGNATURE

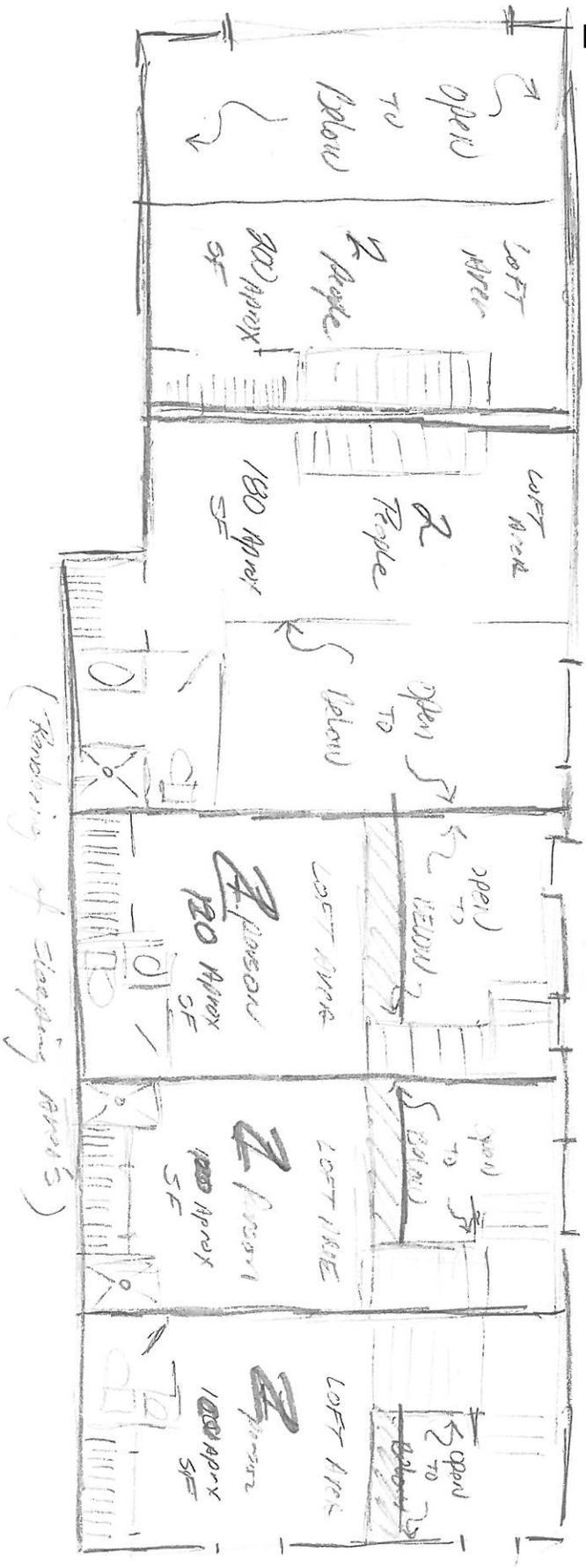
By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete 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
	9-12-14		9/12/14

Front

To Plan Commission

For 1205 Second ST
STEVENS POINT WI USA.



* Requesting

A total of 10 additional occupants,

10 seats

January 21/08

Detail A is New openings w/ composite of ext. trim / OH & elements / Temporal glass no repairs

Detail B is Existing Frame's w/ ext to be repaired, OH & slides composite ext. trim OH & slides

Detail C is New Frame's (traded) w/ OH & slides composite ext. trim OH & slides



New Proposed Apartments

Detail B

Detail A

Detail C

Detail B

Detail B

1205

1200

Mid State Complex

COSBY ST

Mid State Complex

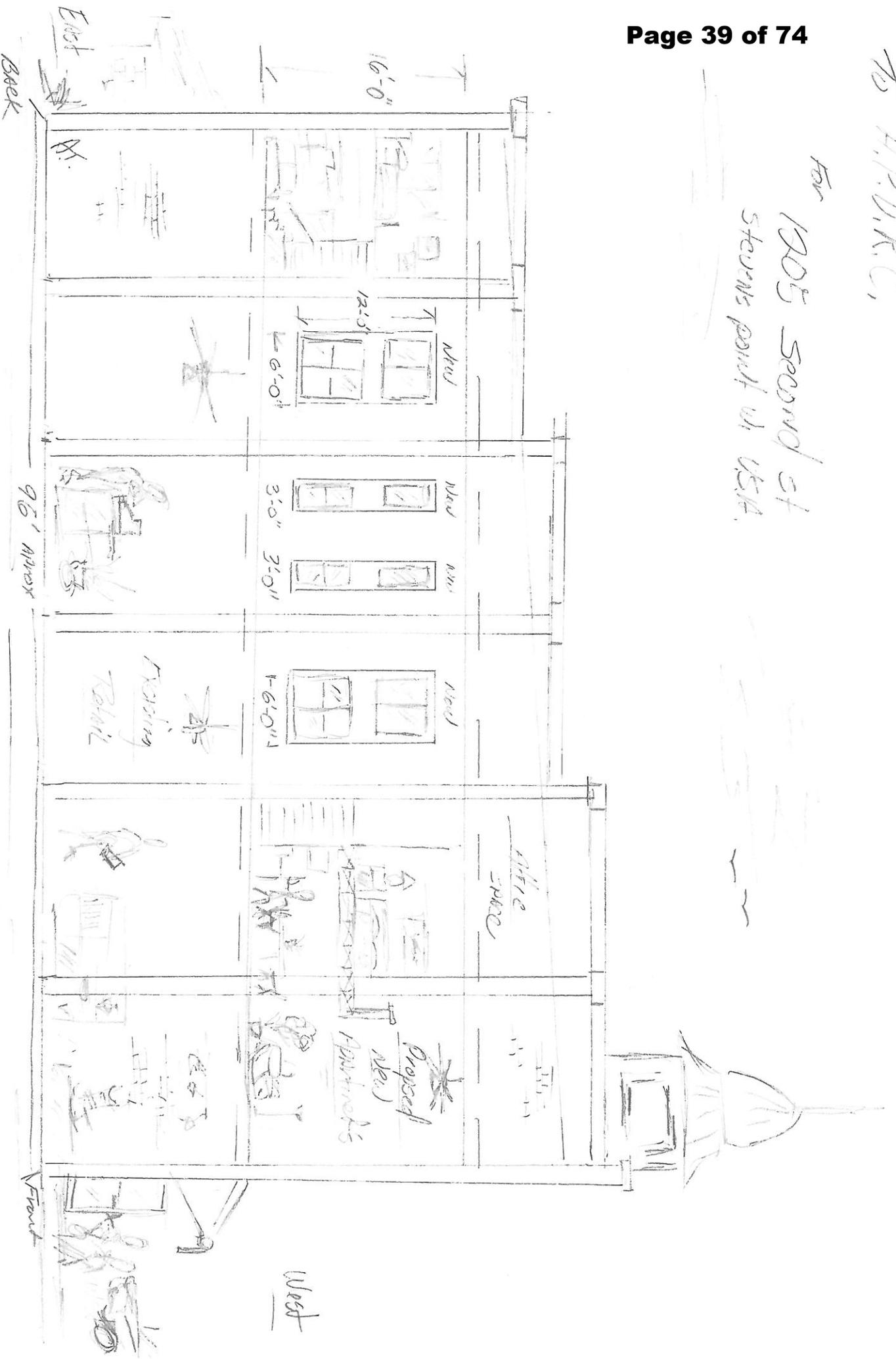
Wind Rendering (MSOAK)

TO W.P.O.R.C. FOR

1205 2nd ST STPT W- 1205

To A.P.O.R.C.,

For 1905 Second St
Stevens point WI, USA.

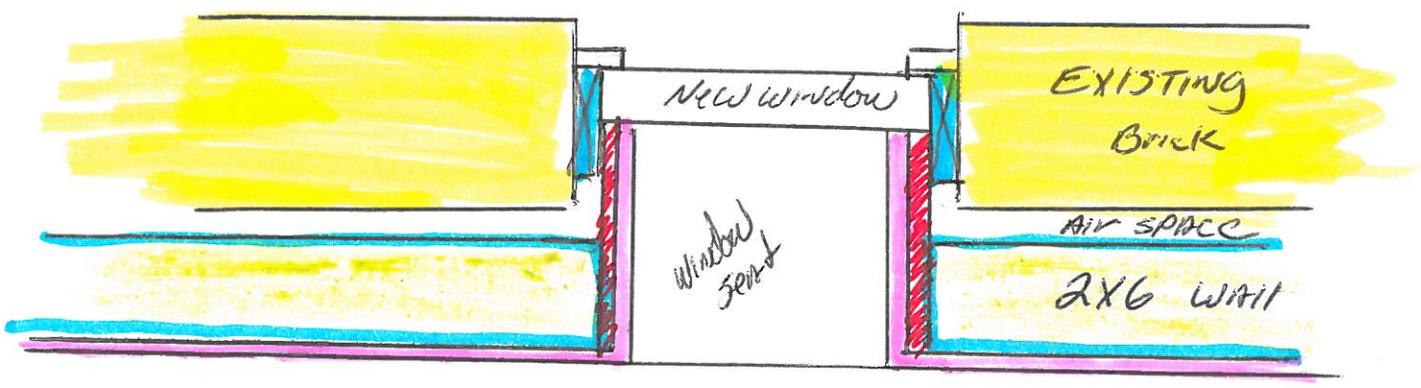


AD Scale

95' Alley

North side

Drawing #107



Note

- Window sill material to be determined
- Air space size to be determined on how out of level existing brick wall is,

OSB SHEATHING	Fiberglass
BRICK	BRICK
FRAMING	FRAMING (TREATED)
INSULATION	INSULATION
DRYWALL	DRYWALL

Administrative Staff Report

**Sentry Insurance – Off-Premise Sign
Northwest Corner of Division St. & Northpoint Dr.
October 6, 2014**



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> • Sentry Insurance <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"> • 2408-20-4300-03 <p>Zone(s):</p> <p>"B-4" Commercial District</p> <p>Master Plan:</p> <ul style="list-style-type: none"> • Commercial / Office/ Multi-family <p>Council District:</p> <ul style="list-style-type: none"> • District 11 – Moore <p>Lot Information:</p> <p>3333 Main St. – Dudas Enterprises, LLC</p> <ul style="list-style-type: none"> • Frontage (feet): 1,262.0 • Depth (feet): 741.0 • Square Footage: 935,142.0 • Acreage: 21.468 <p>Current Use:</p> <ul style="list-style-type: none"> • Vacant <p>Applicable Regulations:</p> <ul style="list-style-type: none"> • Chapter 23 (23.02), & Chapter 25 	<p>Request</p> <p>Request from Logan Erickson, representing Sentry Insurance, for a conditional use permit for an off-premise sign for PJ's – Sentry World Restaurant (601 North Michigan Avenue) to be located at the northwest corner of the intersection of Division Street and Northpoint Drive (Parcel ID 2408-20-4300-03).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> • Property Data • Exhibit Map • Application • Rendering <p>Findings of Fact</p> <ul style="list-style-type: none"> • Off-premise advertising signs are a conditional use within the "B-4" Commercial District. • Sign dimensions and locations will meet the appropriate sign requirements outlined in our sign code. <p>Staff Recommendation</p> <p>Given that Sentry owns the property, and that Sentry has a campus style layout for their facilities, which is a unique situation, staff would recommend approval of adding the requested sign to the existing structure.</p>
--	---

Vicinity Map



Background



Logan Erickson, representing Sentry Insurance, is requesting an off-premise sign for the property at the northwest corner of the intersection of Northpoint Drive and Division Street. The property is owned by Sentry insurance and currently has a freestanding sign identifying Sentry offices and Sentryworld. The request is for the addition of a restaurant sign to the existing Sentryworld freestanding sign, as "PJ's" is a new restaurant within Sentryworld (see photo). Sign details are provided below:

Sign Details

Size: Diameter = 54 inches (area = 16 sq. feet)

Illumination: Ground lighting

Graphics: "PJ's Sentry World"

Conditional Use Standards of Review

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

Analysis: The sign will be constructed on an existing sign pole situated on large 21 acre site. No residential property lies within the immediate vicinity of the sign.

Findings: The property is vacant and has much vegetation. Furthermore, it is located in an area that is not heavily populated with signage, therefore the proposed sign should not be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.

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

Analysis: The zoning of the property is "B-4" Commercial, and the no use currently exists on the site. The 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. Sentry's offices are located directly across the Street, east of the proposed signage.

Findings: The sign should not be injurious to the uses already permitted, as it directs motorists merging from Interstate 39 to Division Street.

- 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 proposed sign is to be erected on Sentry Insurance property, and on an existing structure.

Findings: The new sign should not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

- 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 sign is 16 square feet in area and will be mounted to an existing sign. No structures are directly adjacent to the sign.

Findings: This standard is met

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

N/A

- 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;**

N/A

- 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.**

N/A

- 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: Off-premise signage is regulated by the conditional use standards. Two off-premise signs currently exist on the property.

Findings: Off premise signage is allowed via the conditional use process.

- 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.

N/A

- 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.

N/A

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

- a. Mechanical equipment including refuse storage shall be screened from neighboring properties.

N/A

- b. Lighting shall be located to minimize intrusion onto the neighboring properties.

Analysis: The proposed sign will utilize existing ground lighting that may be modified slightly to illuminate the sign. Neighboring properties are hundreds of feet away.

Findings: This standard is met.

- c. Sources of noise shall be located in a manner that minimizes impact to neighboring properties.

Analysis: The sign is not intended to create any noise.

Findings: This standard is met.

- 14) Principal - Applications for exclusive multifamily residential uses. Landscaping shall be provided or existing landscape elements shall be preserved to maintain a sense of residential character, define boundaries, and to enhance the sense of enclosure and privacy.

N/A

Name and Address		Parcel #	Alt Parcel #	Land Use
Sentry Insurance 1800 North Point Dr Stevens Point, WI 54481		240820430003	240820430003	Vacant Land - Commercial
		Property Address		Neighborhood
		Division St N & North Point Dr		Sentry Insurance (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type

SITE DATA

PERMITS

Actual Frontage	1,262.0	Date	Number	Amount	Purpose	Note
Effective Frontage	1,262.0					
Effective Depth	741.0					
Square Footage	935,142.0					
Acreage	21.468					

2014 ASSESSED VALUE

Class	Land	Improvements	Total
(2) - B-Commercial	\$444,900	\$0	\$444,900
Total	\$444,900	\$0	\$444,900

LEGAL DESCRIPTION

LOT 4 CSM #5277-19-87 BNG LOT 2 CSM #1197-4-255 BNG PRT SW SE S20 T24 R8 21.455A 264/297

PROPERTY IMAGE

PROPERTY SKETCH

NO IMAGE ON FILE	
------------------	--

Name and Address		Parcel #	Alt Parcel #	Land Use
Sentry Insurance 1800 North Point Dr Stevens Point, WI 54481		240820430003	240820430003	Vacant Land - Commercial
		Property Address		Neighborhood
		Division St N & North Point Dr		Sentry Insurance (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

BUILDING SUPERSTRUCTURE DATA

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt

Total Area		0
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BASEMENT DATA

COMPONENTS

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area

DETACHED IMPROVEMENTS

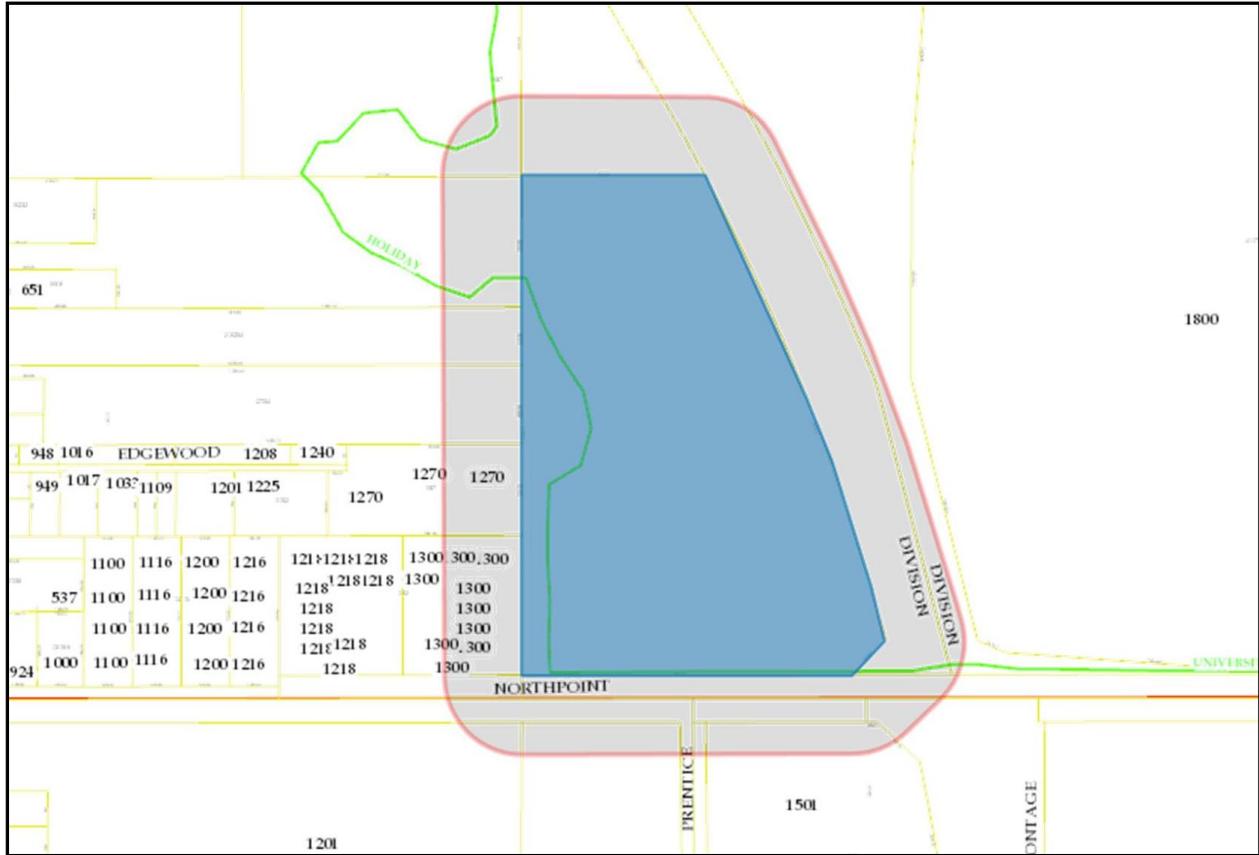
Structure	Year Built	Square Feet	Grade	Condition

SITE IMPROVEMENTS

STRUCTURE DATA

Site Improvement	Units	Age
		Year Built
		Eff. Year
		One Bedroom
		Two Bedroom
		Three Bedroom
		Total Units
		Stories
		Business Name

Conditional Use Permit – Off-Premise Sign – Northwest corner of Division Street and Northpoint Drive (Parcel ID 2408-20-4300-03 – Exhibit Map (200 Feet Boundary))



Tax Key	Name	Mailing Address	City, State	Zip	Property Address
020240820-A	PORTAGE CO			0	
281240820440001	STATE OF WISCONSIN		Stevens Point WI	54481	0 DIVISION ST
281240820310008	SENTRY INSURANCE	1800 North Point Dr	Stevens Point WI	54481	0 SECOND ST
281240820420001	SENTRY INSURANCE	1800 North Point Dr	Stevens Point WI	54481	0 DIVISION ST
281240820430003	SENTRY INSURANCE	1800 North Point Dr	Stevens Point WI	54481	0 DIVISION ST
281240820340001	SENTRY INSURANCE	1800 North Point Dr	Stevens Point WI	54481	0 SECOND ST
281240820340053	KLASINSKI INVESTMENTS LLC	5427 Oakwood Ave	Stevens Point WI	54482	0 SECOND ST
281240820340054	KEVIN E GRASAMKEE	1725 Portage St	Stevens Point WI	54481	0 SECOND ST
281240820340021	BURKE NORTHPOINT	622 N Water St Ste 200	Milwaukee WI	53202	1200 NORTH POINT DR
281240820340020	EVERGREEN APARTMENTS LLC	5470 S Tuckaway Ln	Greenfield WI	53221	1300 NORTH POINT DR
281240820490000	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 NORTH POINT DR
281240820390008	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 NORTH POINT DR
281240829190009	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 NORTH POINT DR
281240829220000	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 NORTH POINT DR
281240829120014	JOHN PARKER DEV C/O SENTRY INSURANCE	1800 North Point Dr	Stevens Point WI	54481	0 NORTH POINT DR
281240829139002	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 PRENTICE ST N
281240829120008	STEVENS POINT AREA PUBLIC SCHOOL DISTRICT	1900 Polk St	Stevens Point WI	54481	0 NORTH POINT DR
281240829210021	STEVENS POINT AREA PUBLIC SCHOOL DISTRICT	1900 Polk St	Stevens Point WI	54481	0 NORTH POINT DR



City of Stevens Point
Community Development Department

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

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

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 type="checkbox"/>)	
Applicant Name	Sentry Insurance	Contact Name	Logan Erickson
Address	1800 North Point Drive	Address	1800 North Point Drive
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	Stevens Point, WI 54481
Telephone	715-346-6000	Telephone	715-346-6248
Fax		Fax	
Email	logan.erickson@sentry.com	Email	logan.erickson@sentry.com

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
Division & North Point, NE corner- district 11		
Legal Description of Subject Property		
Lot 4 of CSM #5277 19/87 being LOT 2 of CSM #1197 4/255 being part of the SW SE S20 T24 R8 21.455 A 264/297		
Designated Future Land Use Category		Current Use of Property
Commercial High Intensity		Commercial Signage
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)		
<ul style="list-style-type: none"> - Adding a new sign to existing SentryWorld sign - 54" dia. - double sided, to read "PJ's" - Exterior illumination with existing lighting - October 2014 installation 		

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

This sign and restaurant reflects the community's local character. It will help to interpret what the area has to offer, retaining locals and attracting visitors.

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

N/A

Current Zoning Surrounding Subject Property

North:	commercial	South:	commercial
East:	commercial	West:	commercial

Current Land Use Surrounding Subject Property

North:	commercial	South:	commercial
East:	commercial	West:	commercial

EXHIBITS

	<input type="checkbox"/>	Additional Exhibits If Any:
Owner Information Sheet	<input type="checkbox"/>	
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
	9/17/14		

Logan Erickson
Sentry Insurance
1800 North Point Drive
Stevens Point, WI 54481

Jerry Moore
Eleventh District Alderperson
City of Stevens Point
317 Division St.
Steven Point, WI 54481

Dear Jerry Moore,

I am writing this letter in regards to a new sign we would like to add to one of our existing signs on Division Street. With our newly renovated golf course, sports complex, and restaurant, we have some new identities. The new name for our SentryWorld restaurant is "PJ's". As we begin to market this location, we would like to put a sign on Division, mounted below our current SentryWorld sign, to help direct customers. I have a visual attached. We would like the sign to be double-sided and 54" in diameter. We are planning to keep our current exterior lighting to illuminate the sign.

Please review as we would like to submit this for the plan commission meeting on October 6th.

Thank you

Sincerely,

Logan Erickson
Facility Planner
715-346-6248



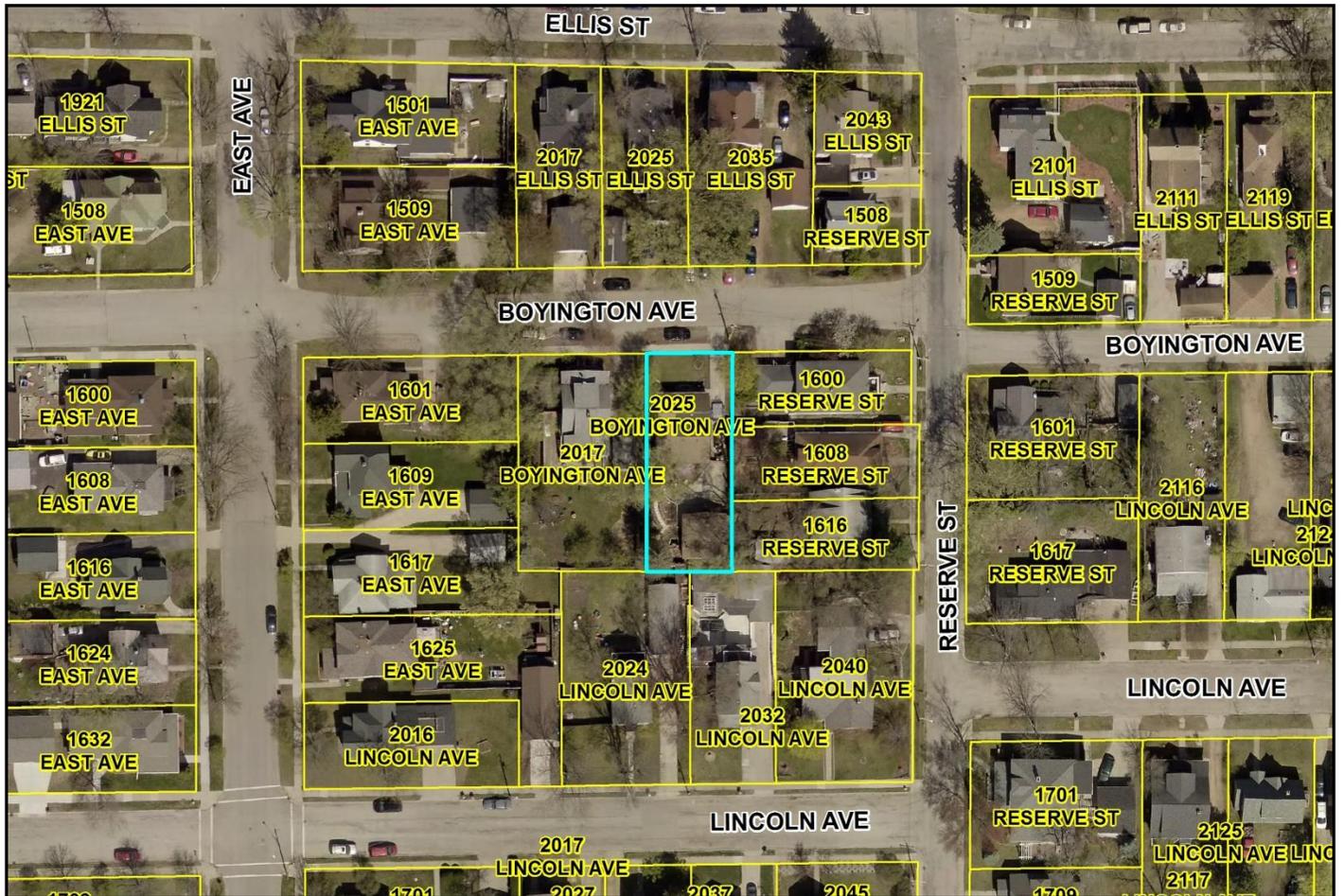
Administrative Staff Report
Traditional Neighborhood District
Conditional Use – Mr. & Mrs. Quimby
2025 Boyington Avenue
October 6, 2014



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> • 2025 Boyington Avenue <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"> • 2408-32-1032-02 <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: 50 feet • Effective Frontage: 50 feet • Effective Depth: 125 feet • Square Footage: 6,250 • Acreage: 0.143 <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 Brian and Kristen Quimby for a conditional use permit for the purposes of constructing a covered porch using the "R-TND" Traditional Neighborhood Development Overlay District minimum setback requirements at 2025 Boyington Avenue (Parcel ID 2408-32-1032-02).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> • Property Data • Exhibit Map • Application • Renderings/ Photos <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 covered porch using a front yard setback of 19 feet from the northern (street) property line. The minimum setback in the TND Overlay District is 12 feet. <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 materials of the new covered porch shall be compatible to the greatest extent possible with the materials on the home. • All other applicable ordinance requirements shall be met. • Staff shall have the right to make minor modifications to the plans.
--	---

Vicinity Map



Background



Mr. and Mrs. Quimby are requesting to use the Traditional Neighborhood District (TND) street yard setbacks to construct a peaked front porch overhang. Currently, the home utilizes a small uncovered front porch. Furthermore, they have indicated that the overhang will assist in provided safe entry to the home, free from ice and debris. Below are details regarding the proposed improvement:

- Proposed Covered Porch:
- Dimensions: Length 13 feet X Width 6 feet
- Roof Overhang: 26 inches
- Setback: 19 feet

The home currently is set back 25 feet from the property line which meets the required setback within the "R-3" Single and Two-Family Residence District. However, the covered porch will encroach into the required setback by six feet; therefore a conditional use permit is required, utilizing the Traditional Neighborhood District (TND) setbacks. The Traditional Neighborhood District allows up to a 12 foot front yard setback, however the applicant is requesting a 19 foot setback.

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.

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.

- 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 setbacks providing limited space for porches. However, there are many homes throughout the neighborhood that do have attached porches (see photos below).

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: There is to be no change in the ingress/egress.

Findings: This standard is met.

- 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 setback 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 Boyington Avenue. There is another parcel before the intersection of Boyington Avenue and Reserve Street providing adequate space. 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

After review, staff would recommend approving the request to construct a covered porch using the TND setbacks at the property identified above.

Photos



Name and Address		Parcel #	Alt Parcel #	Land Use
Brian S & Kristen M Quimby 2025 Boyington Ave Stevens Point, WI 54481		240832103202	240832103202	Residential
		Property Address		Neighborhood
		2025 Boyington Ave		291 Strng Ellis & O Boy & Atwell
		Subdivision		Zoning
Display Note		Boyington & Atwells Addn		R3-TWO FAMILY

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Brian S & Kristen M Quimby	4/16/2007	\$121,500	Warranty Deed	702223		Land & Build.
Michael J Jr & Kelly M Giese	2/11/1997	\$58,354	Warranty Deed	690	1125	Land & Build.
John B Callicott	1/1/1972	\$17,700	Warranty Deed	311	260	Land & Build.

SITE DATA

PERMITS

Actual Frontage	50.0	Date	Number	Amount	Purpose	Note
Effective Frontage	50.0	8/8/2001	30107	\$400	066 Plumbing	Exterior Sewer & Water
Effective Depth	125.0	11/6/2000	29610	\$0	075 Relocate Structure	Move House On To Lot
Square Footage	6,250.0					
Acreage	0.143					

2014 ASSESSED VALUE

Class	Land	Improvements	Total
(1) - A-Residential	\$11,200	\$93,000	\$104,200
Total	\$11,200	\$93,000	\$104,200

LEGAL DESCRIPTION

W1/2 OF LOT 3 & E 1/2 OF LOT 4 BLK 12 BOYINGTON & ATWELL ADD BNG PRT SE NE S32 T24 R8 702223

DWELLING DATA (1 of 1)

Style	04 Cape Cod	Basement	Full	Exposed	No
Ext. Wall	Alum / Vinyl / Steel	Heating	Air Conditioning		
Story Height	1.5	Age	54	Fuel Type	Gas
Year Built	1949	Eff. Year	1960	System Type	Warm Air
Class	(1) - A-Residential	Total Rooms	7	Bedrooms	3
Int. Cond. Relative to Ext.	Interior Same As Exterior	Family Rooms			
Physical Condition	Average	Full Baths	1	Half Baths	1
Kitchen Rating	Average	Bath Rating	Average		

FEATURES

ATTACHMENTS

Description	Units	Description	Area
		Wood Deck	65
		Wood Deck	198
		Concrete / Masonry Patio	110

Name and Address		Parcel #	Alt Parcel #	Land Use
Brian S & Kristen M Quimby 2025 Boyington Ave Stevens Point, WI 54481		240832103202	240832103202	Residential
		Property Address		Neighborhood
		2025 Boyington Ave		291 Strng Ellis &O Boy &Atwell
		Subdivision		Zoning
Display Note		Boyington & Atwells Addn		R3-TWO FAMILY

LIVING AREA

Description	Gross Area	Calculated Area
Basement	1,140.0	
Finished Basement Living Area	0.0	0.0
First Story	1,140.0	1,140.0
Second Story	0.0	0.0
Additional Story	0.0	0.0
Attic / Finished	720.0	360.0
Half Story / Finished	0.0	0.0
Attic / Unfinished	0.0	
Half Story / Unfinished	0.0	
Room / Unfinished	0.0	
Total Living Area		1,500.0

DETACHED IMPROVEMENTS

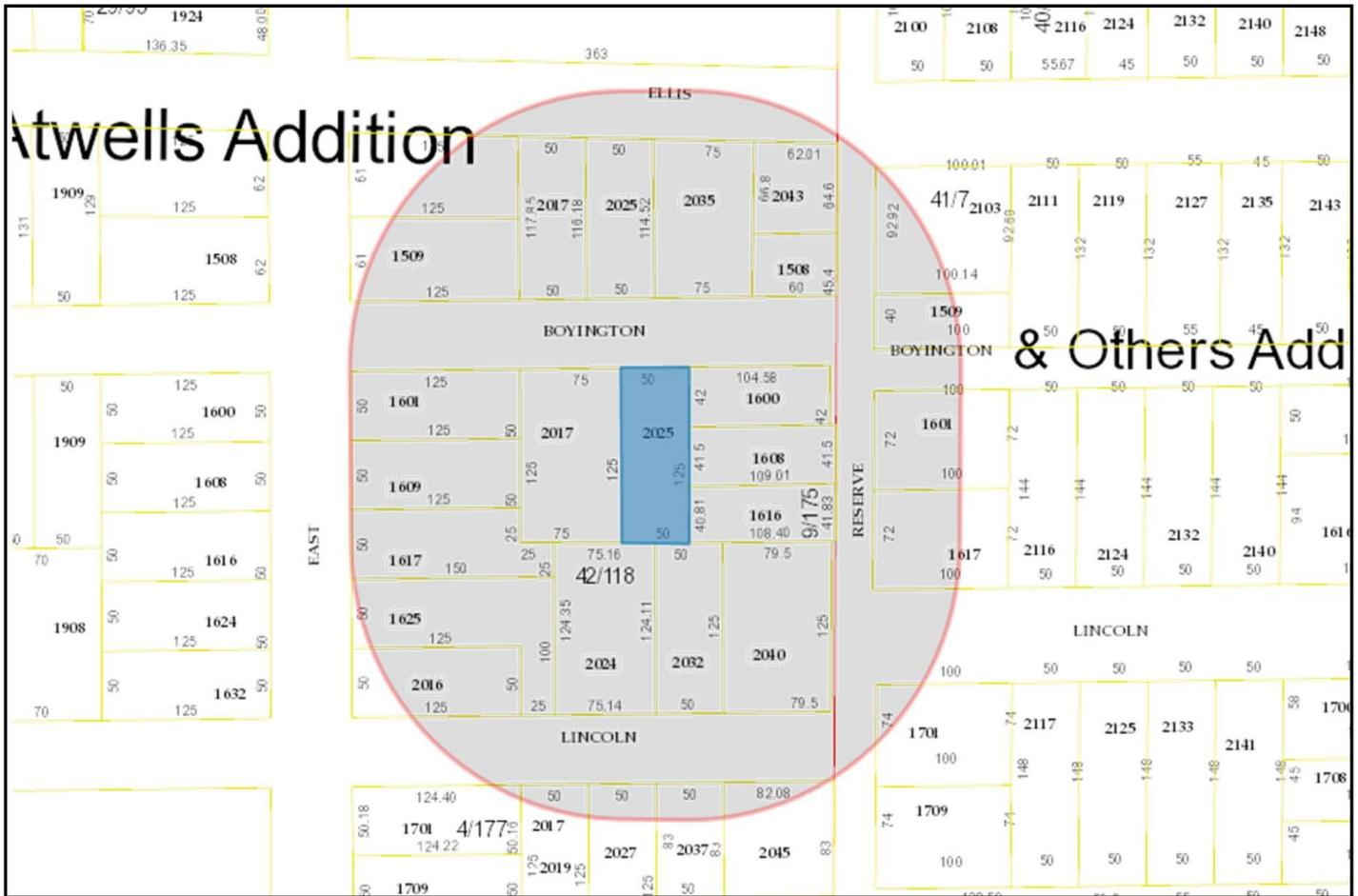
Description	Year Built	Square Feet	Grade	Condition
Garage - Detached Frame/ Block	1960	576.0	C	Average

PROPERTY IMAGE

PROPERTY SKETCH



Conditional Use Permit – TND Setback – 2025 Boyington Ave. – Exhibit Map (200 Feet Boundary)



Tax Key	Name	Mailing Address	City, State	Zip	Property Address
281240832103305	RICHARD C & MAEV E CROWTHER	1501 East Ave	Stevens Point WI	54481	1501 East Ave.
281240832103304	TONI T & KENA MSUCKSDORF	2017 Ellis Street	Stevens Point WI	54481	2017 Ellis St.
281240832103303	2025 ELLIS ST TRS C/O KARL HALSEY	PO Box 651	Stevens Point WI	54481	2025 Ellis St.
281240832103302	MARK S & SUSAN A BECKER	4724 Marsh Dr	Plover WI	54467	2035 Ellis St.
281240832103301	JULIA A LYNCH	1232 LINDBERGH AVE	Stevens Point WI	54481	2043 Ellis St.
281240833200718	TABITHA BETH PRUTZ	2103 A Ellis St	Stevens Point WI	54481	2101 Ellis St.
281240832103306	DAVID L & C LIGMAN	1509 East Avenue	Stevens Point WI	54481	1509 East Ave.
281240832103307	BETTY L HATCHER	1508 Reserve Street	Stevens Point WI	54481	1508 Reserve St.
281240833200719	CHERYL J MASLOWSKI	1509 Reserve St	Stevens Point WI	54481	1509 Reserve St.
281240832103201	MICHAEL J JR & KELLY M GIESE	1011 Plover Rd	Plover WI	54467	1600 Reserve St.
281240832103202	BRIAN S & KRISTEN M QUIMBY	2025 Boyington Ave	Stevens Point WI	54481	2025 Boyington Ave.
281240832103203	MICHAEL JR & KELLY M GIESE	1011 Plover Rd	Plover WI	54467	2017 Boyington Ave
281240832103204	MICHAEL & CATHRYN LASZINSKI	5499 Sorenson St	Stevens Point WI	54481	1601 East Ave.
281240833200709	OXLEY MANDY P KOCH AARON J	1601 Reserve St	Stevens Point WI	54481	1601 Reserve St.
281240832103214	RUSSELL F HAINES	1608 Reserve St	Stevens Point WI	54481	1608 Reserve St.
281240832103205	KATHLEEN L MCDONALD	1609 East Ave	Stevens Point WI	54481	1609 East Ave.

281240833200711	GUY D KVATEK	1617 Reserve St	Stevens Point WI	54481	1617 Reserve St.
281240832103213	RONALD W & KATHLEEN J BONESKE	29795 Neal Ave	Lindstrom MN	55045	1616 Reserve St.
281240832103206	SCHULTZ JJ & SE C/O L SCHULTZ	1617 East Ave	Stevens Point WI	54481	1617 East Ave.
281240832103212	DONALD J & RENEE D SILLWAY	2040 Lincoln Ave	Stevens Point WI	54481	2040 Lincoln Ave.
281240832103210	PATRICK A & HEATHER M STEVENS	2024 Lincoln Ave	Stevens Point WI	54481	2024 Lincoln Ave.
281240832103211	BRUCE D & ELIZABETH VAN ASTEN	2032 Lincoln Ave	Stevens Point WI	54481	2032 Lincoln Ave.
281240832103208	PHILLIP & KAREN A REDDIN	1625 East Avenue	Stevens Point WI	54481	1625 East Ave.
281240832103209	JOHN V & LINDA A ZICK	1501 County Road C	Stevens Point WI	54481	2016 Lincoln Ave.
281240833200806	CHESLEY D BRAZEAU & JULIE K HOOGESTEGER	1701 Reserve St	Stevens Point WI	54481	1701 Reserve St.
281240832103116	JOSEPH F SLEMBARSKI	2045 Lincoln Ave	Stevens Point WI	54481	2045 Lincoln Ave.
281240832103103	DEBRA SUE YOHN	2037 Lincoln Ave	Stevens Point WI	54481	2037 Lincoln Ave.
281240832103104	THOMAS D & MARCIA G PARKER	2027 Lincoln Ave	Stevens Point WI	54481	2027 Lincoln Ave.
281240832103105	DIANA M MERCER	2017 Lincoln Ave	Stevens Point WI	54481	2017 Lincoln Ave.
281240832103106	SYLVIA PAVLOSKI	1701 East Ave	Stevens Point WI	54481	1701 East Ave.



City of Stevens Point
Community Development Department

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

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

9/29/14
R#1-58598
250

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required	250.00	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	Brian and Kristen Quimby	Contact Name	Kristen Quimby
Address	2025 Boyington Avenue	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-347-8717	Telephone	
Fax		Fax	
Email	kquimby2008@live.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Brian and Kristen Quimby	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

Legal Description of Subject Property
The west one-half (W 1/2) of Lot Three (3) and the East one-half (E 1/2) of Lot Four (4) in Block Twelve (12) of Boyington and Atwell's First Addition, City of Stevens Point, Portage County, Wisconsin.

Designated Future Land Use Category	Current Use of Property
	Residence

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)

We recently rebuilt the front deck/entryway within the building codes set forth by the city. We would like to request to add a peaked overhang over the front door to cover and protect that area from the elements. This would be perpendicular to the current roof line. In the winter, a dangerous, large bulk of ice build-up accumulates along the entire North roof line/edge. The overhang would... (Please see attached)

continued

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

It will raise the aesthetic value of the neighborhood.

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

It is far enough onto our property where it will not disturb any of our neighbor's views from their property. We see garages and the backyards of the houses across the street from us. The neighbors to the East face Reserve Street and the neighbor's house to the West is far more closer to the street.

Current Zoning Surrounding Subject Property

North:	All Residential	South:	
East:		West:	

Current Land Use Surrounding Subject Property

North:	All Residential	South:	
East:		West:	

EXHIBITS

	<input type="checkbox"/>	Additional Exhibits If Any:
Owner Information Sheet	<input type="checkbox"/>	
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
Kristen Quimby	9-29-14	Kristen Quimby	9-29-14

(continued)

... deter this from happening directly over the area where people walk. I have included pictures of this ice ledge that we fear may injure someone. In order to adequately protect this area from rain, ice and snow, we are requesting the overhang be 12' wide* (with a 26" high peak), and protrude 6' from the front of the house. The overhang would need two pillars for support and roofing material on top. Once completed, which is expected to take two days, it would be 19' from the North (front) property line.

* 13' with overhang on each side.

September 28, 2014

Kristen Quimby
2025 Boyington Avenue
Stevens Point, WI 54481

Michael O'Meara
1515 Strongs Avenue
Stevens Point, WI 54481

Dear Michael:

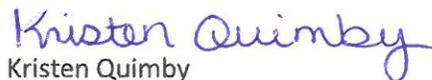
We are requesting a building permit to add an overhang to our front deck/entryway. In the process of doing this, I was told by Jim in the Planning and Zoning department that I needed to file for a Conditional Use Permit. He then provided a packet for doing so, and the packet indicates that I need to send you a letter explaining our request. Since I must do this, I would also like to ask about a waiver on having to pay \$250, on top of \$40 for a building permit, in order to put an overhang above my front door. The reason, I was told, that I can't attach the overhang, is because of new policies stating that a structure over 24" high must be 25' from the property line. My house is 25' without the front deck/steps, so I'm wondering why I couldn't be grandfathered into this, since my prior front deck/steps were only 20' from our property line?

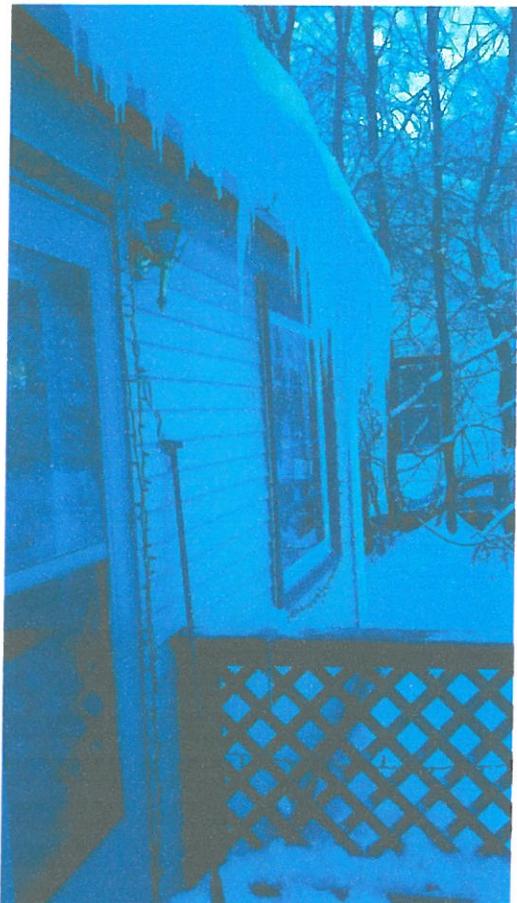
Here is our request. We would like to put up a 13' x 6' overhang with a 26" peak above our front door. This would require two pillars (6x6x14) and roofing material on top. When finished, the structure would be 19 feet from our front property line.

Our reason for doing this is because of a very dangerous ice ledge that forms along our roof line, and above where we walk into and out of the house. We are fearful that this may slide off and injure someone. I have pictures of this, which I submitted with our application. If there is any way we could pay for the building permit and not the \$250 for a Conditional Use permit, we would greatly appreciate it, as this came as a total surprise to us (and unexpected added expense), since our neighbors a few blocks down (towards Division Street) just added the same thing and did not have to pay anything extra. I believe they are in District 5. Our house has been here for 14 years.

Thank you so much for your time.

Sincerely,


Kristen Quimby

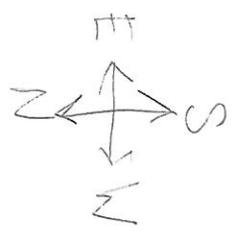
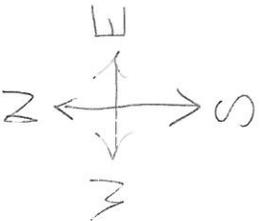
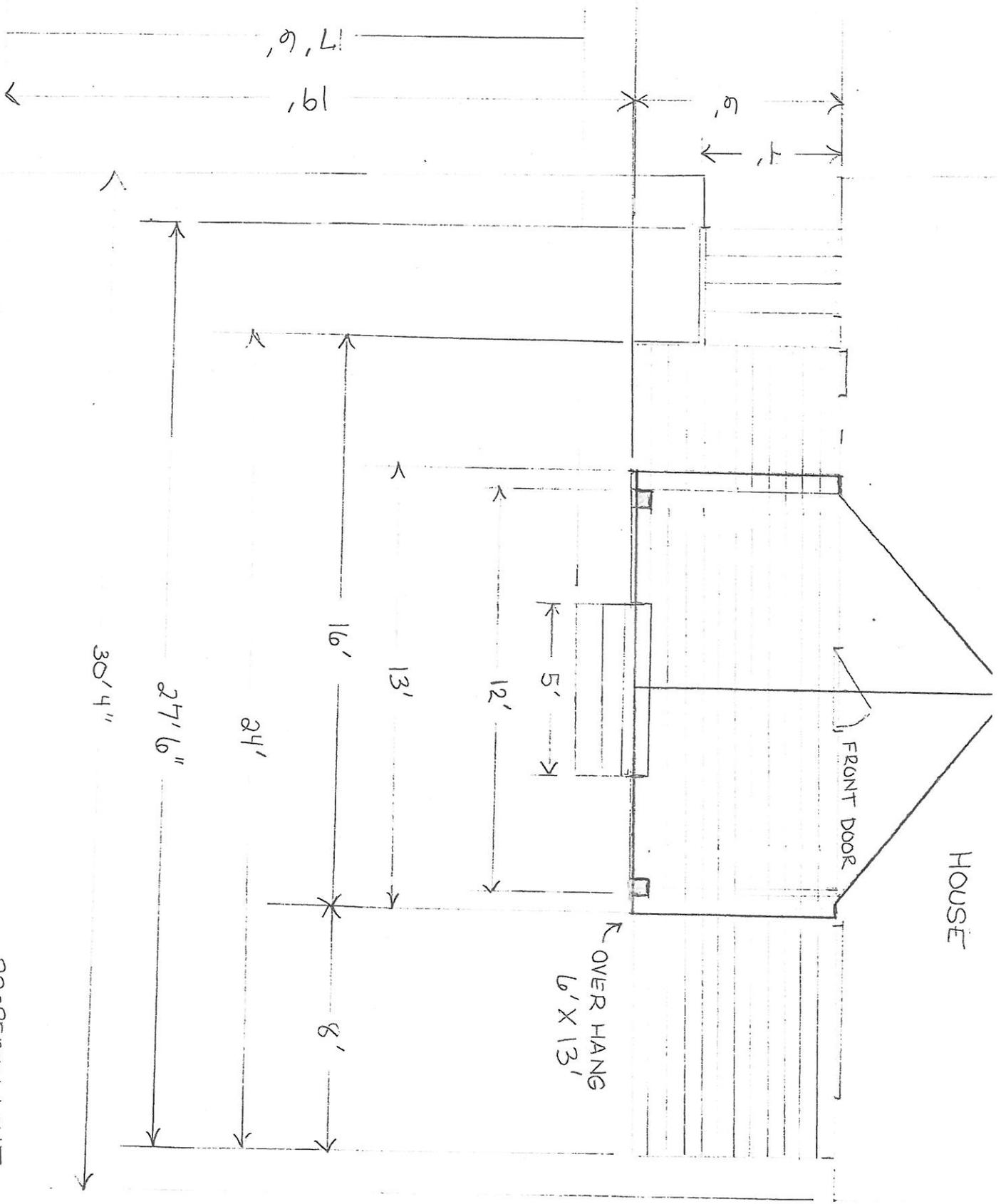


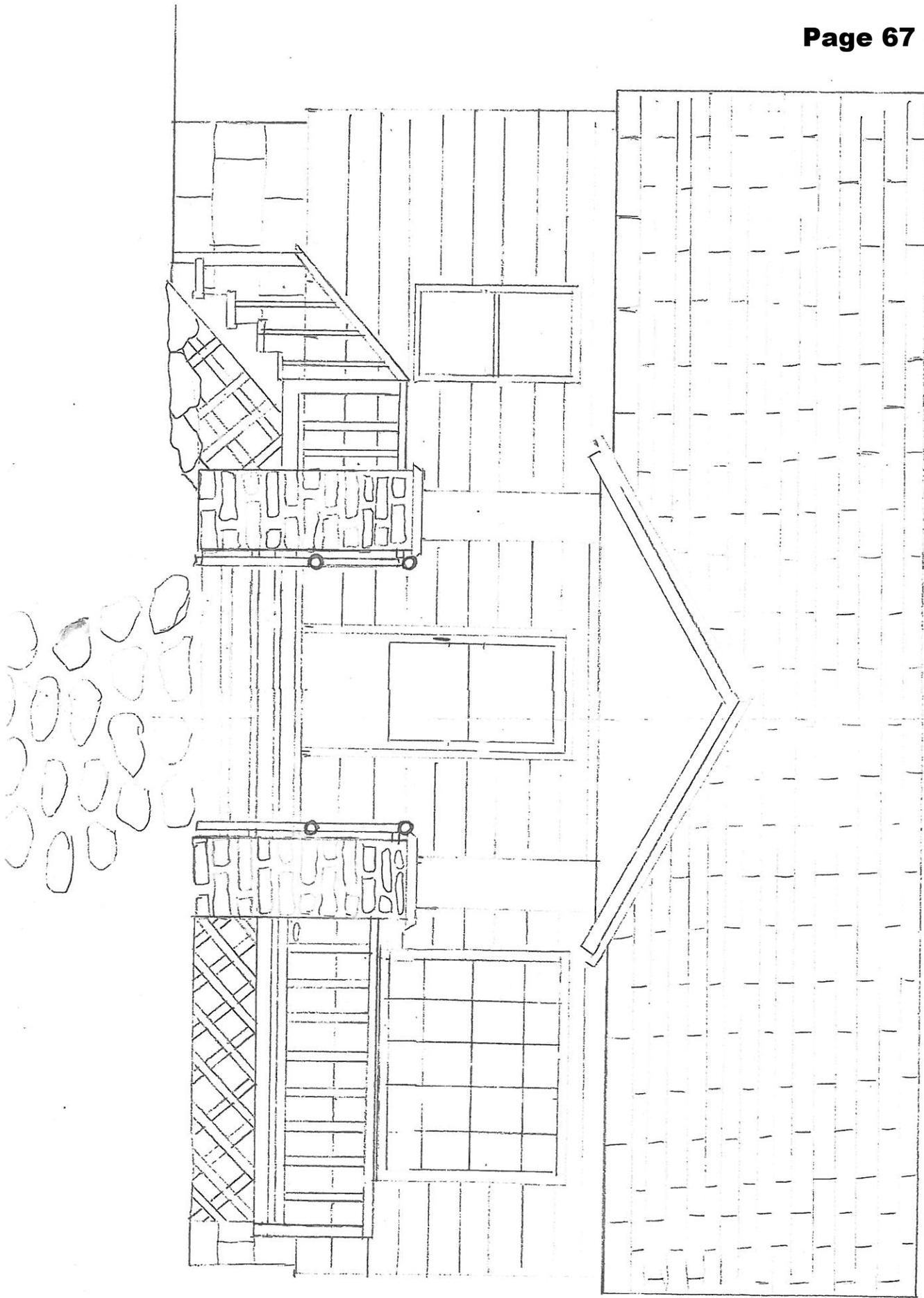
DRIVEWAY

SCALE = 1/4" = 1 FOOT

SIDEWALK

PROPERTY LINE







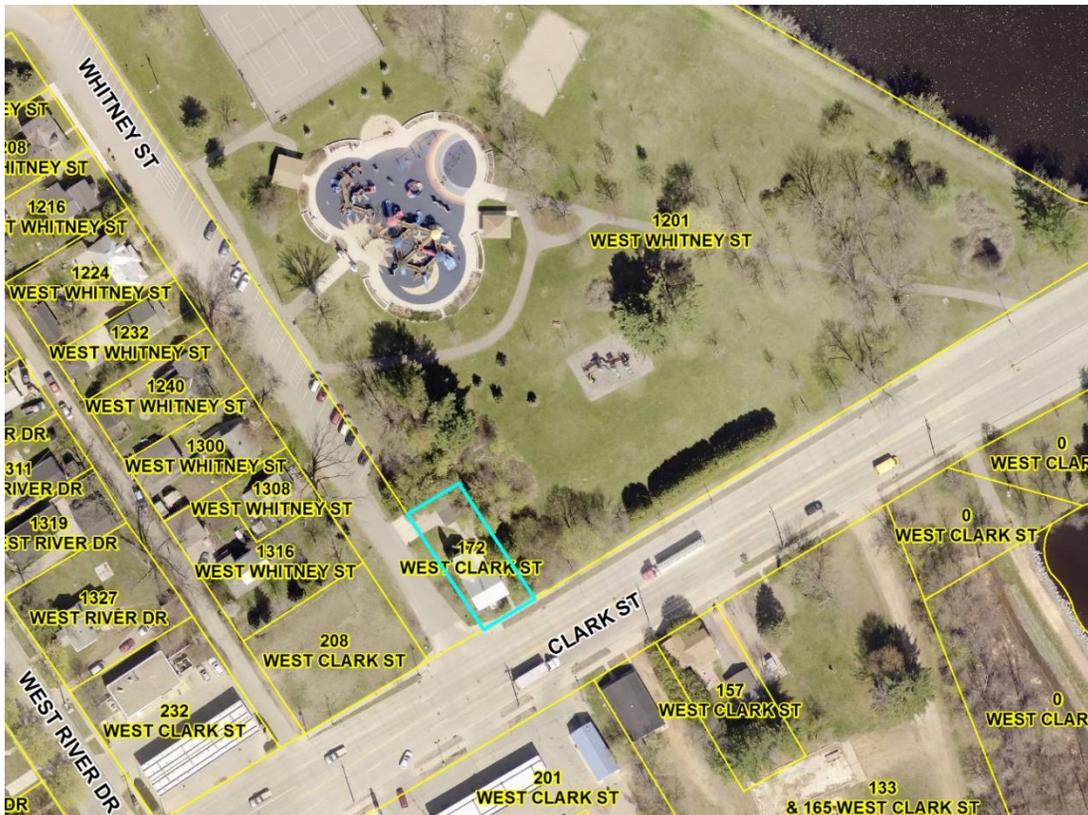
Memo

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: 10/1/2014
Re: Request from the City of Stevens Point to acquire the property at **172 West Clark Street (Parcel ID 2408-31-1014-02)** from Rose Acceptance Inc. for use as parkland.

The City is looking to purchase the above described property to be incorporated into the adjacent park (Mead / KASH). The property has been identified in the City Park Plan and is the last remaining property on the block that is not incorporated into the park. Given that the property is currently for sale, has been identified in the City Park Plan, and that it will complete the block, staff would recommend approval.



Name and Address		Parcel #	Alt Parcel #	Land Use
Rose Acceptance Inc c/o First Natl Bank of America 241 E Saginaw East Lansing, MI 48823		240831101402	240831101402	Residential
		Property Address		Neighborhood
		172 West Clark St		271 Mead Park Area
		Subdivision		Zoning
Display Note		Metes And Bounds		R2-SINGLE

OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Rose Acceptance Inc Laura J Newby Robert J & Laura J Newby	9/17/2014	\$51,500	Other	799554		Land & Build.
	8/5/2014	\$0	Term. Dec. Prop. Int.	798311		Land & Build.
	12/1/1987	\$40,000	Warranty Deed	502	171	Land & Build.

SITE DATA

PERMITS

Actual Frontage	50.0	Date	Number	Amount	Purpose	Note
Effective Frontage	50.0					
Effective Depth	118.0					
Square Footage	5,900.0					
Acreage	0.135					

2014 ASSESSED VALUE

Class	Land	Improvements	Total
(1) - A-Residential	\$7,400	\$66,400	\$73,800
Total	\$7,400	\$66,400	\$73,800

LEGAL DESCRIPTION

PRT OF GOVT LOT 2 DES IN 209/544 BNG A LOT 50' X 125' EXC PRCL SOLD FOR HWY IN 551913 S31 T24 R8 799554

DWELLING DATA (1 of 1)

Style	07 Old Style		Basement	Partial	Exposed	No
Ext. Wall	Alum / Vinyl / Steel		Heating	Basic		
Story Height	1	Age	104	Fuel Type	Gas	
Year Built	1910	Eff. Year	1910	System Type	Warm Air	
Class	(1) - A-Residential		Total Rooms	6	Bedrooms	4
Int. Cond. Relative to Ext.	Interior Same As Exterior		Family Rooms	0		
Physical Condition	Average		Full Baths	1	Half Baths	0
Kitchen Rating	Average		Bath Rating	Average		

FEATURES

ATTACHMENTS

Description	Units	Description	Area
		Enclosed Frame Porch	48
		Enclosed Frame Porch	135

Name and Address		Parcel #	Alt Parcel #	Land Use
Rose Acceptance Inc c/o First Natl Bank of America 241 E Saginaw East Lansing, MI 48823		240831101402	240831101402	Residential
		Property Address		Neighborhood
		172 West Clark St		271 Mead Park Area
		Subdivision		Zoning
Display Note		Metes And Bounds		R2-SINGLE

LIVING AREA

Description	Gross Area	Calculated Area
Basement	676.0	
Finished Basement Living Area	0.0	0.0
First Story	956.0	956.0
Second Story	0.0	0.0
Additional Story	0.0	0.0
Attic / Finished	676.0	338.0
Half Story / Finished	0.0	0.0
Attic / Unfinished	0.0	
Half Story / Unfinished	0.0	
Room / Unfinished	0.0	
Total Living Area		1,294.0

DETACHED IMPROVEMENTS

Description	Year Built	Square Feet	Grade	Condition
Garage - Detached Frame/ Block	1910	728.0	C	Average

PROPERTY IMAGE

PROPERTY SKETCH



Plan Staff

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: 10/1/2014
Subject: Creating a recreational/accessory vehicle storage ordinance for residential zoning districts.

Based on the comments from last month, staff has modified the accessory vehicle ordinance. The new draft is attached below:

1) RECREATIONAL VEHICLES.

a) Purpose. The City Council finds that the use and possession of recreational vehicles are an important factor in the lives of a substantial number of residents of the City. The Council finds that improperly stored recreational vehicles can affect public health and safety, property values, and the reasonable use and enjoyment of neighboring properties. While the ability of recreational vehicle owners to provide security of and access to their vehicles is a reasonable expectation, they have a responsibility to respect the rights of residents, owners, and users of neighboring properties and to avoid interference with the purposes of the zoning district in which they are located. The City Council establishes these regulations as a means to balance the interests of the owners of recreational vehicles, adjacent residents, and the public.

b) Definitions. The following words and terms used in this Section shall have the following meanings unless the context clearly indicates otherwise:

i) Major overhaul or repair - Any maintenance, rebuilding, modification or repair which renders the vehicle inoperable for more than forty-eight (48) hours in any thirty (30) day period, or where any external parts or portions of the vehicle are removed or missing from the vehicle for more than forty-eight (48) hours in any thirty (30) day period.

ii) Recreational Vehicle:

(1) Any self-propelled vehicle and any vehicle propelled, drawn, towed or carried by a self-propelled vehicle, which is designed to be used for temporary living quarters while engaged in recreational or vacation activities.

(2) A non-motorized trailer intended and generally used for transporting recreational vehicles such as boats and snowmobiles, lawn and garden materials, and construction supplies.

(3) A truck with a slide-in camper which is not used primarily for day to day transportation needs.

- (4) Snowmobiles, all-terrain vehicles, tractors, construction type vehicles, water craft, and similar vehicles. Such vehicles which are placed on a utility trailer shall, together with the trailer, be considered a single recreational vehicle.
 - (5) Hobby vehicles, defined as passenger automobiles with antique or collector license plates, specialized off-road and racing vehicles which are not primarily used for day to day transportation needs. Such vehicles which are placed on a utility trailer shall, together with the trailer, be considered a single recreational vehicle.
- c) In all zoning districts:
- (1) Recreational vehicles and equipment shall not be used for living, sleeping or housekeeping while parked or stored. Recreational vehicles shall not be used for storage or for commercial purposes.
 - (2) Except on properties which are valid motor vehicle dealers, recreational vehicles shall have a current license and registration.
 - (3) Recreational vehicles shall be parked or stored on residential properties in such a manner as to minimize visual impact on adjacent residential uses and on public streets.
 - (4) Recreational vehicles shall be in operable condition. No recreational vehicle shall be parked or stored in a location other than a building unless it is in a condition for the safe and effective performance of its intended function. No recreational vehicle which is in a state of visible external disrepair shall be parked or stored outside of a building.
 - (5) No recreational vehicle shall be parked or stored on any public street for a period of more than six hours in any twenty-four hour period, and then only when consistent with any specific parking regulations for that street without the prior approval of the Police Department. No recreational vehicle shall, at any time, be parked or stored on the boulevard portion of a public street right-of-way.
 - (6) Storage location. Recreational Vehicles must not be stored in a manner that:
 - (a) overhangs into any public right-of-way;
 - (b) blocks any sidewalk; or
 - (c) in the determination of the Administrator, creates a safety hazard.
- d) In Single- and Two- Family Residential (RLD, R-1, R-2, and R-3) Districts -
- (1) Location. Recreational vehicles may be parked or stored on a lot or parcel which contains a permitted principal use in a residential zoning district, subject to the following regulations:

- (a) Storage location surfaces. All recreational vehicles shall be parked or stored on hard surfaced driveways, such as Portland cement concrete, plant bituminous surface (i.e. asphalt), stone, brick or concrete pavers that are placed with gaps not exceeding one quarter inch, or another material as approved by the Administrator that is free from weeds or other vegetative growth.
 - (i) Where the area where such vehicle is parked or stored is separate from a driveway, the approach between the driveway and the parking area need not be paved.
 - (ii) When a surface other than that described in **Section 1)d)(1)(a) of this Code** is used for parking or storage of a recreational vehicle, the property owner shall take appropriate measures to assure that all loose material remains within the parking area, and is not deposited on adjacent lots, sidewalks or public rights-of-way.
- (b) Front yard setback. No recreational vehicle shall be parked or stored within the front yard setback, unless located in an approved driveway.
- (c) Side yard setback. All recreational vehicles shall maintain a minimum three foot setback from any side lot line, except when such side lot line is adjacent to a public street. If located adjacent to a public street, the side yard setback shall be fifteen feet.
- (d) Rear yard setback. All recreational vehicles shall maintain a minimum three foot setback from any side lot line, except when such side lot line is adjacent to a public street. If located adjacent to a public street, the side yard setback shall be fifteen feet.

(2) General Regulations.

- (a) Ownership and Guest Parking. All recreational vehicles parked or stored shall be owned or leased by an occupant of the premises where parked or stored. Guests of the occupant of the premises may park on a driveway on the premises (provided the location requirements of **Section 1)g)(1)** are satisfied), for a period not exceeding seven (7) days in any thirty (30) consecutive day period. No nuisances, including noise, light, and odor created by such guest parking are permitted.

e) In Multiple-Family Residential Districts (R-4 and R-5)

- (1) All recreational vehicles parked or stored shall be owned or leased by an occupant of the premises where parked or stored.
- (2) Any such vehicle parked or stored outdoors shall be parked or stored on hard surfaced areas meeting the minimum setback requirements for parking lots.
- (3) Any parking spaces used for parking or storage of recreational vehicles shall be in excess of the minimum number of parking spaces required by this Code.

- (4) No parking or storage of recreational vehicles shall be permitted unless they are screened from adjacent properties or public rights-of-way by a fence, building, or live plantings.

f) In Nonresidential Districts

- (1) Except where the property is approved for motor vehicle sales, or is otherwise allowed as a permitted use or approved as a conditional or interim use, no recreational vehicles shall be parked or stored outdoors for more than 48 hours.
- (2) Any such vehicle parked or stored outdoors shall be parked or stored on hard surfaced areas meeting the minimum setback requirements for parking lots.

g) Compliance.

- (1) Upon the effective date of this ordinance, no recreational vehicle shall be parked or stored within the City which:
 - (a) overhangs into any public right-of-way,
 - (b) blocks any sidewalk,
 - (c) in the determination of the Administrator, creates a safety hazard,
 - (d) does not have a current license and registration,
 - (e) violates any restrictions or regulations for parking and storage on public streets, or
 - (f) is used for living, sleeping, or housekeeping, except on a location expressly approved for that purpose by the City Council.
- (2) All other recreational vehicles existing within the City prior to the effective date of this Ordinance shall be parked or stored in compliance with the requirements of this Ordinance by **June 1, 2015.**

END

Please note, even with this draft, there could create significant unintended consequences. Furthermore, this draft may create situations that need to be discussed further.