

REPORT OF JOINT CITY PLAN COMMISSION & BOARD OF PARK COMMISSIONERS

November 3, 2014 – 6:00 PM

Lincoln Center – 1519 Water Street

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

Excused: Commissioner Tony Patton

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Beveridge, Comptroller/Treasurer Corey Ladick, Parks Director Schrader, Alderperson Doxtator, Alderperson Walther, Alderperson O'Meara, Alderperson Wiza, Alderperson M. Stroik, Alderperson Trzebiatowski, Alderperson R. Stroik, Alderperson Phillips, Dan Wheeler, Barb Jacob, Leonard Szymkowiak, Susan Lasecki, Mark Krutza, Gregg Warren, Monica Neuberger, Jennifer Barlett, Randy Kijewski, Cole Racine, Rick Brunten, Wayne Semmerling Jr, John Leek, Sydney Swan, Jake Maierherz, Erin Schotte, Elizabeth Vind, Joan Curless, Sari Lesk, Ray Shuda, Bryan Worzell, and Cathy Dugan.

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3. Request from JNB Signs Inc., representing Toppers Pizza, for a sign variance to construct a cabinet sign on an existing sign pole within the five foot setback at **249 Division Street (Parcel ID 2408-29-4002-05)**.
4. Request from Tom Deppiesse, representing Indulgence Wine Bar, for a conditional use permit to operate a wine bar with an extended premise at **1201-25 Main Street / 1305-19 Strongs Avenue (Parcel ID 2408-32-2027-06)**.
5. Request from Donald Keck, representing the Stevens Point Area School District, for a conditional use permit to construct an accessory structure to house salt at **1900-2000 Polk Street / 3400 Water Street (2308-04-3010-02)**.
6. 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), and 2316 Elk Street (Parcel ID: 2408-32-4021-12).
7. Request from the City of Stevens Point to rezone six commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-2 Central Business Transition District: 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), 1033 Park Street (Parcel ID: 2408-32-4021-13), 2325 Wyatt Avenue (Parcel ID: 2408-32-4036-09), and 1724 Madison (Parcel ID: 2408-32-4040-20).

8. Request from the City of Stevens Point to rezone 34 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), 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), 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), and 2300 Strongs / 1109 Park Street (Parcel ID: 2408-32-4020-01).
9. Director's update.
10. Adjourn.

1. Report of the October 6, 2014 Plan Commission meeting.

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

2. Request from Kevin Quevillon, representing the Boys and Girls Club of Portage County, for a conditional use permit to operate a youth center at **2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05)**. *Joint City Plan Commission and Board of Park Commissioners Item.*

Director Schrader explained that in February of 2013 the Board of Parks Commissioners approved the Boys and Girls Club (the Club) to construct an addition on the recreation center, and then in January of 2014 the lease agreement was amended.

Jeff Bahling, Rettler Corporation, explained the area sits between the existing parks and recreation building and the old Mid-State Technical College building. The main entrance to the club would be on the east side. There will be a new one-way loop in front of the building for drop off and a possible overhang. For this to occur, a portion of the parking lot will be reconfigured and striped which will add more handicap accessible parking and short term parking along with green space. The plans include maintaining as much of the outdoor storage for the parks department with an access point just north of that for the club's kitchen needs and deliveries. The dumpster will be enclosed and attached to the parks department's storage area. On the north side there is an outdoor plaza space for the children between the proposed expansion and the old Mid-State Technical College building. On the west side there will be an entrance walk from Michigan Avenue, and some

landscaping. They also offered an idea for some multi-use hard surface on the southwest side of the building. Lastly, the stormwater will be worked out with the city as well as the final landscaping plan.

**Commissioner Hoppe arrived at 6:10 pm.**

Mayor Halverson commended the design of the building on how well it feeds on the architectural elements of existing building and maintains the historical aspect of the building.

Board of Park Commissioners approved the final design of the Boys and Girls Club addition.

**Motion by Mayor Halverson to approve the conditional use permit to operate a youth center at 2442 Sims Avenue/1000 Minnesota (Parcel ID 2408-33-2001-05) with the following conditions:**

- All improvements shall obtain pertinent building permits prior to construction.
- An additional exit will need to be established from the gym.
- Exterior colors and materials shall complement the existing building exterior.
- One bicycle rack accommodating 6 bicycles shall be installed.
- A landscape plan shall be submitted and approved by staff.
- If separate refuse container(s) are pursued by individual tenants on the property, they shall be fully screened with fencing and/or landscaping to be approved by Community Development Department staff.
- Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.

**seconded by Alderperson Moore.**

Commissioner Haines asked why this area was zoned R-2 Single Family Residence District and why it is not proposed for a rezoning. Director Ostrowski answered stating civic uses are allowed in this district via a conditional use permit. Furthermore, we do not have an institutional zoning district.

Cathy Dugan, 615 Sommers Street, stated the design is good for present day use, but feels we are giving away the land and feels the loss of green space and trees is an issue.

Hans Walther, alderperson for the district for which the project is proposed, stated he has not heard any positive or negative comments about this project.

Commissioner Haines asked if one bike rack would be enough, to which Director Ostrowski stated one is the minimum requirement, and they can install more if needed.

**Motion carried 6-0.**

Board of Park Commissioners adjourned at 6:20 pm.

3. Request from JNB Signs Inc., representing Toppers Pizza, for a sign variance to construct a cabinet sign on an existing sign pole within the five foot setback at **249 Division Street (Parcel ID 2408-29-4002-05)**.

Director Ostrowski explained JNB Signs Inc., representing Toppers Pizza, is requesting a sign variance to install a new freestanding sign, utilizing the existing sign pole and base. The existing freestanding sign exists within the five foot setback required by the sign ordinance. After review, practical difficulties exist due to the

uniqueness of the site pertaining to lot size and location, drive aisles and driveways, along with parking. Therefore staff would recommend approving the sign variance.

**Motion by Commissioner Cooper to approve the sign variance for Toppers Pizza, to construct a cabinet sign on an existing sign pole within the five foot setback at 249 Division Street (Parcel ID 2408-29-4002-05) with the following conditions:**

- The sign graphics shall not exceed 100 square feet.
- The sign height shall not exceed 20 feet.
- All electrical wiring shall be hidden from view.
- Applicable building permits shall be obtained.
- If such sign ever has to be removed or relocated due to the widening or improvement of the roadway area, or similar type activity, all costs to remove, relocate, and/or replace shall be borne by the owner of the property.

**seconded by Commissioner Haines. Motion carried 6-0.**

4. Request from Tom Deppiesse, representing Indulgence Wine Bar, for a conditional use permit to operate a wine bar with an extended premise at **1201-25 Main Street / 1305-19 Strongs Avenue (Parcel ID 2408-32-2027-06)**.

Director Ostrowski explained this is similar to the owner's last conditional use permit request to operate a wine bar in 2013 however, also within this request is to approve the extension of premise for exterior seating.

**Motion by Commissioner Haines to approve the conditional use permit to operate a wine bar with an extended premise at 1201-25 Main Street/1305-19 Strongs Avenue (Parcel ID 2408-32-2027-06) with the following conditions:**

- The extended premise outdoor area shall not exceed four tables and four chairs at each table.
- The outdoor premise shall not impede on to the sidewalk creating less than five foot wide pedestrian area.
- Temporary fencing, to be approved by the historic preservation chairperson and designated agent, shall exist to define the licensed premise area. An entrance to the enclosed area shall exist closest to the primary door of the establishment and shall be permitted to remain open. The extended premise area (sidewalk café) furniture and fencing shall be removed from the sidewalk and stored inside when the extended premise area is not in use.
- The extended outdoor premise shall exist only on Main Street along the building face, as Strongs Avenue has a smaller sidewalk width.
- The applicant shall require that the area surrounding the premises be kept clean and orderly. All cups, bottles, cans, garbage, rubbish, cigarettes, etc. shall be properly disposed of at the end of the day, and not left on the property or public right-of-way.
- Serving within the extended premise area shall cease on or before 11:00 P.M.
- Any new reuse containers established from the proposed use shall be screened from view.
- The historic preservation commission shall approve any proposed exterior renovation or rehabilitation activities, including signage.
- The business must operate in a manner that music or activities heard from outside the building does not unreasonably disturb the peace and enjoyment of the surrounding properties.
- The licensee shall maintain order and peace in the extended premise area.

- **This conditional use permit shall expire June 30, 2016, upon which staff shall have the authority to review on a biannual basis and extend the permit for consecutive two year periods as long as all conditions are met.**
- **Any licensed premise established, operate, or maintained in violation of any of the provisions or requirements of this conditional use permit shall be grounds for suspension or revocation of this conditional use permit and/or declared to be unlawful and a public nuisance. The City may, in addition to or in lieu of, any other remedies set forth in the Chapter 12 of the Stevens Point Municipal Code, commence any action to enjoin, remove, or abate such nuisance in the manner provided by law and shall take such other steps and apply to such court or courts as may have jurisdiction to grant such relief as will abate or remove such public nuisances, and strain and enjoin any person(s) from establishing, operating, or maintaining said conditional use contrary to the provisions of this conditional use permit.**

**seconded by Commissioner Curless.**

Aldersperson Moore reminded the applicant that the outdoor furniture must remain out of the five foot sidewalk area as indicated in the conditions above.

**Motion carried 6-0.**

5. Request from Donald Keck, representing the Stevens Point Area School District, for a conditional use permit to construct an accessory structure to house salt at **1900-2000 Polk Street / 3400 Water Street (2308-04-3010-02).**

Director Ostrowski explained the request is to construct a 30 ft. x 25ft. storage shed for salt. The property is zoned R-2 Single Family which requires a conditional use permit for schools or any amendments to their site plan. The location of the shed is fairly centralized, and screened on the large property, therefore, staff recommends approval.

**Motion by Aldersperson Moore to approve the conditional use permit to construct an accessory structure to house salt at 1900-2000 Polk Street / 3400 Water Street (Parcel ID 2308-04-3010-02) with the following conditions:**

- **All improvements shall obtain pertinent building permits prior to construction.**
- **A drainage plan and any additional applicable plans, such as a hazard mitigation plan, shall be submitted and reviewed by the water department.**
- **Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.**

**seconded by Commissioner Cooper. Motion carried 6-0.**

6. 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), and 2316 Elk Street (Parcel ID: 2408-32-4021-12).

Director Ostrowski stated the next three agenda items pertain to the southside rezoning go together and have been brought before the Commission in previous months. The first item is a rezoning of 14 properties from B-4 Commercial District to a residential district, R-3 Single and Two Family Residence District; the next would be rezoning six commercial properties zoned B-4 to B-2 Central Business Transition District; and the final rezoning item is for 34 properties zoned B-4 Commercial District to B-3 Central Business District. Multiple public meetings were held with the owners within this area. Letters were also sent to property owners who would be rezoned to the Central Business Transition District, notifying them of that change recommended at a previous commission meeting.

Mayor Halverson asked the commission if there was no objection the three agenda items would be discussed together. There was no objection from the commission.

Mayor Halverson stated he liked the transitional modifications for the properties that directly abut residential properties, and feels this is a very good compromise between the Central Business District and the Single and Two Family District.

Cathy Dugan, 615 Sommers Street, asked for clarification of setback requirements. Mayor Halverson stated the Central Business District has a zero foot setback, and the Central Business Transitional District setback is 10 feet.

Aldersperson Randy Stroik asked if all the property owners were notified, to which Mayor Halverson confirmed.

Cole Racine, 2140 Division Street, asked if his business would be rezoned the B-2 or B-3, to which Director Ostrowski stated B-3 Central Business District.

**Motion by Commissioner Curless to approve the rezoning 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: 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), and 2316 Elk Street (Parcel ID: 2408-32-4021-12); seconded by Commissioner Haines. Motion carried 6-0.**

7. Request from the City of Stevens Point to rezone six commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-2 Central Business Transition District: 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), 1033 Park Street (Parcel ID: 2408-32-4021-13), 2325 Wyatt Avenue (Parcel ID: 2408-32-4036-09), and 1724 Madison (Parcel ID: 2408-32-4040-20).

**Motion by Aldersperson Moore to rezone six commercial properties within the vicinity of Church Street, Strongs Avenue, Park Street and Depot Street from B-4 Commercial District to B-2 Central Business Transition District: 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), 1033 Park Street (Parcel ID: 2408-32-4021-13), 2325 Wyatt Avenue (Parcel ID: 2408-32-4036-09), and 1724 Madison (Parcel ID: 2408-32-4040-20); seconded by Commissioner Curless. Motion carried 6-0.**

8. Request from the City of Stevens Point to rezone 34 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

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**Motion by Commissioner Hoppe to rezone 34 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), 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), 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), and 2300 Strongs / 1109 Park Street (Parcel ID: 2408-32-4020-01); seconded by Commissioner Copper. Motion carried 6-0.**

9. Director's update.

Director Ostrowski stated the 5th District neighborhood comprehensive plan update meeting is scheduled for November 6, 2014 and will be held at Mid-State Technical College.

10. Adjourn.

**Meeting Adjourned at 6:27 pm.**