

AGENDA
CITY PLAN COMMISSION

Monday, October 5, 2015 – 6:00 PM

Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

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

1. Roll call.

Discussion and possible action on the following:

2. Minutes of the September 8, 2015 Plan Commission meeting.
3. **Public Hearing** – Request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).
4. Action on the above. **This item will be discussed jointly with the Parks Commission.**
5. Request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05).
6. Request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School.
7. Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03).
Note the Public Hearing for this item occurred at last month's Plan Commission meeting (9/8/2015).
8. Request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse.
9. Director's Update.
10. Adjourn.

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

Any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715)346-1569 or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

PUBLISH: September 18, 2015 and September 25, 2015

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Plan Commission of the City of Stevens Point, Portage County, Wisconsin, will hold a Public Hearing on October 5, 2015 at 6:00 PM in the multi-purpose room of the Lincoln Center, 1519 Water Street, Stevens Point, Wisconsin, to hear the following:

1. Request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05). This property is zoned "C" Conservancy, and described as THAT PRT OF NENE S31 T24 R8 & NWNW S32 T24 R8 LYG ELY WIS RIVER, N OF MAIN ST WLY OF CROSBY AV, EXC PRTSOLD CENTRAL CO 185/136 (INCL PRT BLKS 1 & 19 S E & O) RR ROW 179/546 - 273/409 452/554, 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 8, 2015 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Wiza, Commissioner Anna Haines, Commissioner Bob Brush, Commissioner Garry Curless, and Commissioner Dave Cooper.

EXCUSED: Alderperson Mary Kneebone and Commissioner Daniel Hoppe

ALSO PRESENT: Community Development Director Michael Ostrowski, City Attorney Andrew Beveridge, Comptroller/Treasurer Corey Ladick, Parks and Rec. Director Schrader, Alderperson Phillips, Alderperson Morrow, Alderperson Oberstadt, Nate Enwald, John Holdridge, Reid Rocheleau, Don Keck, Barb Jacob, Brian Bartoszek, Kelly Zagrzebski, Connie Check, John Prais, Al Walkush, Gary Hintz, Sandy Filtz, Chad Spreda, Melissa Spreda, Travis Haines, Jeff Kraemer, Rick Rettler, Chase Rettler, Adelle Spaay, Kevin Spaay, Mark Erwin, Bobbie Erwin, Jim Willner, Mary Willner, Jeff Budelier, Rick King, Peter Schau, Trevor Roark, Judy Young, David Pederson, Jaime Klasinski, Jay Johnson, Dian Jahn, and Ward Wolff.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the August 3, 2015 Plan Commission meeting.
3. Request from Sandra Filtz for shared parking at 5208 Heffron Court (Parcel ID 2308-02-2000-27).
4. **Public Hearing** – Request from Gary Hintz, representing Bucks and Bulls Archery, for a conditional use permit to operate an indoor archery range at 3296 Church Street (Parcel ID 2308-04-3008-16).
5. Action on the above.
6. **Public Hearing** – Request from Chad and Melissa Spreda for a conditional use permit to utilize the Traditional Neighborhood Overlay District setback standards to construct a new attached garage at 648 Walker Street (Parcel ID 2408-29-3006-01).
7. Action on the above.
8. **Public Hearing** – Request from Ryan J. Baeten, representing Natural Resource Technology Inc., on behalf of Wisconsin Public Service, for a conditional use permit to perform environmental cleanup activities including dredging in the Wisconsin River and at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).
9. Action on the above.

10. Request from Kraemer Construction for a conceptual project review of a multiple use development at 532 Division Street (Parcel ID's 2408-29-4010-24 and 2408-29-4010-25) and 508-20 Vincent Street (Parcel ID 2408-29-4013-39).
 11. **Public Hearing** – Request from Peter Schau, representing Central States Tower III, LLC., for a conditional use permit to construct a wireless communication tower at 5225 Joerns Drive (Parcel ID 2308-02-2000-22).
 12. Action on the above.
 13. **Public Hearing** - Request from Jay Johnson, representing Washington School, for a conditional use permit to construct parking within and outside the right-of-way on Prais Street, south of Washington School, 3500 Prais Street (Parcel ID 2408-28-4018-02) and partially on 3241 Prais Street (Parcel ID 2408-33-1001-16).
 14. Action on above.
 15. **Public Hearing** – Request from Don Keck, representing the Stevens Point School District, for a conditional use permit amendment to install exterior heating, ventilation, and air conditioning equipment at 1201 Northpoint Drive (Parcel ID 2408-29-2100-21).
 16. Action on above.
 17. **Public Hearing** – Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03).
 18. Action on above.
 19. **Public Hearing** – Request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to add Skyward Drive; a variable width private street from its intersection with E.M. Copps drive to approximately 500 feet north thereof (see attached exhibits).
 20. Action on above.
 21. Adopt the Portage County Bicycle and Pedestrian Plan.
 22. Request from the City of Stevens Point to exercise its repurchase option due to failure to build by the property owner at 4908 Whitetail Drive (Parcel 2408-15-4004-27).
 23. Director's Update.
 24. Adjourn.
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1. Roll call.

Present: Wiza, Haines, Brush, Curless, Cooper

Discussion and possible action on the following:

2. Report of the August 3, 2015 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of the August 3, 2015 Plan Commission meeting; seconded by Commissioner Curless. Motion carried 5-0.

3. Request from Sandra Filtz for shared parking at 5208 Heffron Court (Parcel ID 2308-02-2000-27).

Director Ostrowski explained this property is in the Stevens Point Industrial Park. Ms. Filtz is looking at splitting the property, however, it will create two parcels with a single parking lot. According to our zoning code, we require action by the Plan Commission with confirmation by the City Council in order to approve a shared parking area. Staff would recommend approval.

Motion by Commissioner Curless to approve the request for shared parking at 5208 Heffron Court (Parcel ID 2308-02-2000-27) with the condition that handicap stalls be designated to serve each building and marked and signed appropriately; seconded by Commissioner Haines. Motion carried 5-0.

4. **Public Hearing** – Request from Gary Hintz, representing Bucks and Bulls Archery, for a conditional use permit to operate an indoor archery range at 3296 Church Street (Parcel ID 2308-04-3008-16).

Mayor Wiza declared the public hearing open.

Gary Hintz, 609 Walter Street, stated he has had a conditional use for his business at 3272 Church Street and he is just moving to the 3296 Church Street location with the same floor plan and set up.

Mayor Wiza declared the public hearing closed.

5. Action on the above.

Director Ostrowski explained this is a simple relocation of the business, and staff has no issues with this request.

Motion by Commissioner Haines to approve the request from Gary Hintz, representing Bucks and Bulls Archery, for a conditional use permit to operate an indoor archer range at 3296 Church Street (Parcel ID 2308-04-3008-16) with the following conditions:

1. All building codes shall be met.
2. Outdoor shooting shall be prohibited.

3. The handling of bows shall adhere to all local, state, and federal regulations.
4. A half wall or barrier shall be constructed to fully separate the shooting lanes near the front of the store, preventing patrons entering the facility from impeding the shooting lanes when in operation. An updated site plan shall be submitted and reviewed by the Community Development Department.
5. All exterior doors shall be kept closed so as to fully confine the archery range.
6. All refuse containers shall be screened from view.
7. All shooting within the proposed ranges shall be monitored and supervised at all times by an instructor or staff member.

seconded by Commissioner Curless. Motion carried 5-0.

6. **Public Hearing** – Request from Chad and Melissa Spreda for a conditional use permit to utilize the Traditional Neighborhood Overlay District setback standards to construct a new attached garage at 648 Walker Street (Parcel ID 2408-29-3006-01).

Mayor Wiza declared the public hearing open.

Melissa Spreda, 648 Walker Street, explained they would like to take down the current garage and rebuild a new one in the same place, with a reduced setback.

Commissioner Curless asked if the building being taken down was the garage or the shed, to which Mrs. Spreda stated both, and replaced with a three car garage.

Commissioner Brush asked if any of the trees would be taken down, to which Mrs. Spreda stated none are planned to be removed with this construction.

Mayor Wiza declared the public hearing closed

7. Action on the above.

Motion by Commissioner Brush to approve the request from Chad and Melissa Spreda for a conditional use permit to utilized the Traditional Neighborhood Overlay District setback standards to construct a new attached garage at 648 Walker Street (Parcel ID 2408-29-3006-01) with the following conditions:

1. Ingress/egress from West Street shall be vacated.
2. Driveways shall be no less than nine feet in width and no more than 20 feet in width in the required front yard setback.
3. Driveways shall be no closer than 30 feet from any other driveway and no closer than three feet to any side lot line.
4. Driveways shall be at least five feet from hydrants and utility poles.
5. All necessary building permits shall be obtained for the proposed work.
6. All other applicable ordinance requirements shall be met.

7. Staff shall have the right to make minor modifications to the plans.

seconded by Commissioner Cooper. Motion carried 5-0.

8. **Public Hearing** – Request from Ryan J. Baeten, representing Natural Resource Technology Inc., on behalf of Wisconsin Public Service, for a conditional use permit to perform environmental cleanup activities including dredging in the Wisconsin River and at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

9. Action on the above.

Director Ostrowski explained the request is to dredge the pond and a portion of the river to remove contaminants, and cap the areas. The anticipated start date is October of this year and it should be completed by the end of the year.

Commissioner Curless asked if the DNR would need to give approval, to which Director Ostrowski explained they are working with the EPA, but would have to be compliant to both the DNR and EPA standards.

Motion by Mayor Wiza to approve the request from Ryan J. Baeten, representing Natural Resource Technology Inc., on behalf of Wisconsin Public Service, for a conditional use permit to perform environmental cleanup activities including dredging in the Wisconsin River and at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05) with the condition that a City zoning permit shall be obtained prior to work occurring; seconded by Commissioner Curless. Motion carried 5-0.

10. Request from Kraemer Construction for a conceptual project review of a multiple use development at 532 Division Street (Parcel ID's 2408-29-4010-24 and 2408-29-4010-25) and 508-20 Vincent Street (Parcel ID 2408-29-4013-39).

Director Ostrowski explained that Kraemer Development is proposing to purchase the old Cooper Motor site and the property south of Klasinski Clinic for a mixed use development. The discussion today is just a review of the concept. From this, the developer can modify the plans to address concerns, prior to bringing the project back for approval.

Jeff Kraemer, Kraemer Development, explained this is concept is provide to get feedback, so we can take that back and make a formal application and work through some of the comments and concerns. He stated that the north side of the plan is for an approximate 2,000 square foot restaurant with a drive thru, the next space is a 6,000 square foot commercial space with an

outdoor plaza, and the next section would be a housing project with about 40-50 units. There would be approximately 3,000 square feet of amenity space to give a community type feel for the building. Lastly, there would be a 20,000 square foot office building. There is defined parking areas which would be shared but enough available to meet all of the parking requirements. For this project they would be asking to vacate Vincent Street, which would allow a more complete development. Access to the rear portion of the Ella's property would still need to be worked out.

Commissioner Cooper asked at 40-50 units, what would be the number of bedrooms would be. Mr. Kraemer stated approximately 120-150 bedrooms with parking designated for those units.

Commissioner Brush asked what is on the west side of the site and would you provide screening, to which Mr. Kraemer answered residential, and we would provide a buffer area with landscaping.

Commissioner Haines asked with this design, where does it fall in our zoning code, to which Director Ostrowski answered that the area would be, rezoned to P.U.D. to provide for a more cohesive development.

Commissioner Brush asked if Vincent Street is vacated, would that eliminate an exit, to which Director Ostrowski answered it would not.

Commissioner Curless asked if the older Klasinski buildings would be purchased to which Mr. Kraemer confirmed.

Commissioner Brush asked if the only ingress and egress would be on Division Street, to which Mayor Wiza added north on Vincent Street as well.

Commissioner Brush asked to see another concept plan that would have other options to be considered. He asked about ideas like providing underground parking and giving the area more greenspace. Mr. Kraemer explained that the underground parking is an issue due to the high water table in that area, and putting parking on grade under the building is extremely expensive.

Commissioner Curless asked about switching the office building with the apartment building to which Mr. Kramer stated he would like to focus the high density apartment next to Division Street. It is important to keep the apartments towards Division because it is closer to campus and gives the appearance of being included in the campus.

Commissioner Haines asked about Ella's and if they would like to be sandwiched between the four story building and the bank. She pointed out the plaza is a nice touch, but worries about pedestrians crossing four lanes of traffic without using the light.

Mayor Wiza said this development is different and the apartments are smaller, but there will be ample parking for the retail and professional area. The plaza gives a nice public space.

Commissioner Cooper stated he likes the mixed use, but is concerned with Division Street and Fourth Avenue being a bad intersection. Mayor Wiza pointed out there are traffic lights there now.

Commissioner Curless and Haines asked about how the units compared with other complexes in the area, to which Travis Haines of Candlewood stated the Gerrard building has 18 units with 56 residents.

Commissioner Brush stated he would like to see the concept showing more of the surrounding properties and how it would look all together.

Reid Rocheleau, does not understand the mixed use concept and said the commercial areas should be developed first before the residential. He does have a concern for the traffic and does not like the idea of a four story building.

Tori Jennings, 1632 Ellis Street, said she is excited to see this proposal and this could be a turning point for Division Street. She feels the plan needs to have zero setbacks bringing more structure onto Division Street and that there is no need to emphasize the parking.

Barb Jacob, 1616 Depot Street, feels this is one of the better projects she has seen for this area. She is not sure that pushing the buildings towards Division Street is a good idea because if there is a reason to widen the street, the building will be in the way. She feels there is a need for more housing and less of the office space.

Trevor Roark, 601 Washington Avenue, stated the site needs work, and this plan represents progress. The mixed use is important in giving the area sustainability, but does have a concern for the amount of pavement, compared to buildings. He also feels that bike parking is key to this area as well.

Mayor Wiza stated this is a good start to a vision of the site.

11. **Public Hearing** – Request from Peter Schau, representing Central States Tower III, LLC, for a conditional use permit to construct a wireless communication tower at 5225 Joerns Drive (Parcel ID 2308-02-2000-22).

Director Ostrowski stated this is a request for a new communication tower in the city's industrial park. He said we have the review authority, but we are limited on what restrictions can be enforced. The applicant has looked at co-location, but that is not feasible at this time.

Mayor Wiza declared the public hearing open.

Peter Schau, Central States Tower III, LLC, explained he is here to represent the applicant and would be able to answer any questions.

Mayor Wiza declared the public hearing closed.

12. Action on the above.

Motion by Commissioner Cooper to approve the request from Peter Schau, representing Central States Tower III, LLC, for a conditional use permit to construct a wireless communication tower at 5225 Joerns Drive (Parcel ID 2308-02-2000-22) with the following conditions:

- 1. Applicable City permits shall be obtained (building, right-of-way, etc.).**
- 2. Any other pertinent requirements from the Federal Aviation Administration (FAA) shall be met.**

seconded by Commissioner Haines. Motion carried 5-0

13. **Public Hearing** - Request from Jay Johnson, representing Washington School, for a conditional use permit to construct parking within and outside the right-of-way on Prais Street, south of Washington School, 3500 Prais Street (Parcel ID 2408-28-4018-02) and partially on 3241 Prais Street (Parcel ID 2408-33-1001-16).

Director Ostrowski stated this request is slightly different than other parking lot requests in that it involves part private property and part of the street. The area is zoned R-2 Single Family where schools are a conditional use. The parking at the south of the school is currently parallel, and this request is for reverse angle parking. Ellis Stone has submitted four sets of plans, and after staff review, we recommend the reverse angle for better visibility when leaving the stalls.

Mayor Wiza declared the public hearing open.

Trevor Roark, 601 Washington Avenue, feels this plan greatly increases the safety in the area, but recommends the addition of bike parking.

Mayor Wiza declared the public hearing closed.

14. Action on above.

Commissioner Haines asked for clarification that the parking would be angled, but reverse angle by backing in to the stalls. Her concern is how that is safer. Director Ostrowski stated at exiting there is better visibility.

Commissioner Brush said he liked the concept but did have a concern for the flow of traffic and how much room there would be to back up.

Commissioner Curless asked how many stalls they would really gain. Jay Johnson, Ellis Stone, stated the current parking is approximately 23 stalls and the new angled parking would be about 63 spaces.

Commissioner Brush asked if lighting would be added and would the parking be only in the day time hours. Mr. Johnson stated the plan does not include lighting.

John Prais asked what would happen to the east to west traffic if vehicles are backing up, to which Mr. Johnson stated it would stay the same as it is now.

John Powell, 3601 Roberts Street, feels that the traffic on Wilshire Boulevard is heavy and that angled parking will be difficult.

Mayor Wiza added that the stalls are designed for traffic from the west to the east and if they are going the other direction they will have to go around the block to park.

Jack Reid, 3600 Robert Street, asked if a traffic study has been conducted regarding this and what the results were for the northbound traffic on Wilshire.

Kathy Wiesbrot, 3609 Simonis Street, stated that parking in the neighborhood is an issue and that this parking plan is excellent. Most of the parking will be full by the time the parents arrive to drop off students.

Motion by Commissioner Cooper to approve the request from Jay Johnson, representing Washington School, for a conditional use permit to construct parking within and outside the right-of-way on Prais Street, south of Washington School, 3500 Prais Street (Parcel ID 2408-28-4018-02) and partially on 3241 Prais Street (Parcel ID 2408-33-1001-16) with the following conditions:

1. Reverse angled parking shall be installed. The degree of angled shall be approved by the City Engineer.
2. Sidewalks and curb shall be installed south of the parking area during the time of construction.
3. Pedestrian crosswalks shall be painted/installed across Prais Street, where applicable, to connect with the walkways/sidewalks by Washington School.
4. Signage shall be posted at each end of the parking area identifying the type of parking and proper use.
5. The speed limit shall be reduced to 15 miles per hour on Prais Street between Saint Paul Street and Wilshire Boulevard. Signage shall be placed near the intersection referenced.
6. A final site and landscape plan shall be submitted to City staff for review and approval.
7. Applicable City permits shall be obtained (building, right-of-way, etc.).
8. An intergovernmental agreement shall be entered into between the City and School District for the use and maintenance of the area.

seconded by Commissioner Haines.

Commissioner Curless added that it would be true to have 90% of the stalls filled by the same persons day after day.

Motion carried 5-0.

15. **Public Hearing** – Request from Don Keck, representing the Stevens Point School District, for a conditional use permit amendment to install exterior heating, ventilation, and air conditioning equipment at 1201 Northpoint Drive (Parcel ID 2408-29-2100-21).

Director Ostrowski explained the life skills building at SPASH was before the commission for approval and the building is near completion but the HVAC screening was not approved prior to installation. The school has provided screening options to keep the units where they are. Upon staff review, we would recommend the west side to have fencing or evergreen shrubs to screen the units. On the north side, staff would recommend the movement of the units to the east side of the building and have screening installed there as well. Staff would also recommend painting the equipment on the roof to match the roof color.

Mayor Wiza declared the public hearing open.

Don Keck, Stevens Point School District, stated the items could be screened sufficiently with the similar fencing to the trash dumpsters. He added to put them on the east side with the fence screening, they would not fit.

Mayor Wiza declared the public hearing closed.

16. Action on above.

Commissioner Haines asked what was meant by the room needed for the units, to which Mr. Keck stated there needs to be access to all three sides of the units for maintenance and with relocating to that area, there would not be enough room for the units and screening.

Commissioner Curless asked if they were used for heating, to which Mr. Keck stated they are gas fired make up air units.

Motion by Commissioner Curless to approve the request from Don Keck, representing the Stevens Point School District, for a conditional use permit amendment to install exterior heating, ventilation, and air conditioning equipment at 1201 Northpoint Drive (Parcel ID 2408-29-2100-21) with the following conditions:

1. **The small mechanical equipment on the west side of the building shall be screened with either fencing/wall to match the building, or evergreen bushes at a minimum height of the mechanical units.**

2. Relocate the make-up air handling unit to the west side of the building and screen it on the south and east side with the same exterior materials on the main building. The materials shall match in color and type. The service door to the unit shall face south or west, and shall match in color with the other service doors.
3. All mechanical or venting equipment on the roof shall be screened or painted to match the color of the roof.
4. All new plans shall be approved by City staff prior to construction.

seconded by Commissioner Brush.

Commissioner Haines asked how difficult would it be to move, and what would not fit if relocated, to which Mr. Keck answered they would be unable to fence the unit if it was moved.

Mayor Wiza asked about a gated fence to which Mr. Keck stated there is a need to access three sides of the unit as well as keep air flow.

Commissioner Curless asked about room on the east side, to which Mr. Keck stated there is duct work there.

Commissioner Cooper asked if it could be screened right where the unit is.

Commissioner Curless withdrew the original motion.

Commissioner Brush asked for an overhead diagram to better view the plans.

Motion by Commissioner Haines to approve the request from Don Keck, representing the Stevens Point School District, for a conditional use permit amendment to install exterior heating, ventilation, and air conditioning equipment at 1201 Northpoint Drive (Parcel ID 2408-29-2100-21) with the following conditions:

1. The make-up unit on the north side of the building shall be screened with the same materials and look of the main building, up to the cement board siding. Furthermore, additional landscaping in the form of evergreen shrubs should be placed around the screening wall. The shrubs shall have a height of no less than five feet at the time of planting and should form a wall around the unit enclosure. The screening wall should then have a service door that faces either east or west and should match in color with the other service doors.
2. The small mechanical equipment on the west side of the building shall be screened with either fencing/wall to match the building, or evergreen bushes at a minimum height of the mechanical units.
3. All mechanical or venting equipment on the roof shall be screened or painted to match the color of the roof.
4. All new plans shall be approved by City staff prior to construction.

seconded by Commissioner Cooper. Motion carried 5-0.

17. **Public Hearing** – Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03).

Director Ostrowski stated the property owner is looking to annex in the future, but at this time this area is not addressed in future land use map of the current comprehensive plan. To proceed with annexation, this must be must be addressed. There is limited development potential in this area, but we would look at identifying it as a commercial type use. Currently, the property has no utilities and if annexed, they do not plan on having any utilities run to the area. The DNR does show some of this general area as wetlands, but there is a potential for light commercial use along the Interstate in the next 20-30 years. Staff recommends moving forward and identifying this area for the future land map.

Mayor Wiza declared the public hearing open.

John Holdridge, Chairman Town of Hull, said this request should not go forward now, so that the boundary agreements could be developed first. The parcel has outstanding issues that should be required to be corrected and resolved prior to this plan.

Aldersperson Morrow explained that there have been issues with Point Log and water flowage issues, which would need to be cleared up first.

Director Ostrowski clarified that the city is not pushing for the annexation of this area at this time.

Roberta Erwin, 533 Second Street N, stated that Point of Beginning has been working on the site regarding the stormwater. The DNR has approved the plan from Point of Beginning. Since they do own multiple properties, they would like to keep all the properties in Stevens Point, so they are dealing with one municipality regarding tax bills and ordinance requirements.

Mayor Wiza declared the public hearing closed.

18. Action on above.

John Holdridge, Town of Hull Chairman, pointed out that the issues are not resolved with this property, and they have not responded back to Point of Beginning and the DNR.

Commissioner Haines stated she preferred to wait until we have done our updated comprehensive plan and consider the other lands in the area and address any boundary agreements. She said she did not see any advantage of annexing it to the City at this time.

Director Ostrowski sated the advantage the city has in amending the Comprehensive Map, and annexing this property, is that we can regulate the property according to our standards.

Commissioner Cooper asked if the property can be annexed if the comprehensive plan map is not amended. Director Ostrowski answered that the proper order of addressing this is to address the land use to be consistent with the comprehensive plan. He stated staff did run this by the

State DOA and they indicated that they would likely give a positive recommendation for annexation as long as the roadway and right of way were addressed.

Mayor Wiza stated the Town Board has given the approval to start the boundary agreement conversations. Mr. Holdridge added that they had been delayed in the past due to a staffing shortage at Portage County Planning and Zoning.

Commissioner Curless asked if the property was annexed, would well and septic be installed, to which Director Ostrowski answered that can be allowed, but utilities are not needed at the site at this time.

Commissioner Haines asked if the property is currently developed and gets annexed to the city, how it can be retro regulated. Director Ostrowski explained that if additional units are added, the B-1 Neighborhood Business District allows for storage buildings as a conditional use and at that time, they would have to meet the city's zoning requirements.

Motion by Commissioner Curless to postpone the request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03) until the boundary agreements with the Town of Hull are set up and all legal issues are resolved; seconded by Commissioner Brush. Motion carried 5-0.

19. **Public Hearing** – Request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to add Skyward Drive; a variable width private street from its intersection with E.M. Copps drive to approximately 500 feet north thereof (see attached exhibits).

Director Ostrowski explained that this is part of the development agreement with Skyward.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

20. Action on above.

Motion by Commissioner Haines to approve the request from the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to add Skyward Drive; a variable width private street from its intersection with E. M. Copps Drive to approximately 500 feet north thereof; seconded by Commissioner Brush. Motion carried 5-0.

21. Adopt the Portage County Bicycle and Pedestrian Plan.

Motion by Commissioner Haines to adopt the Portage County Bicycle and Pedestrian Plan; seconded by Commissioner Brush.

Bob Fisch, 1033 Smith Street, said he supports the Portage County Bicycle and Pedestrian Plan and encouraged the commission to approve it.

Commissioner Brush stated it is a good plan to have in place.

Motion carried 5-0.

22. Request from the City of Stevens Point to exercise its repurchase option due to failure to build by the property owner at 4908 Whitetail Drive (Parcel 2408-15-4004-27).

Comptroller/Treasurer Corey Ladick explained that the city subdivision is doing well and has sold eight lots so far this year. There is one remaining lot for sale, and this lot that was purchased in 2008 has not been developed. The city is asking permission to execute the option to buy back the property based on lack of development.

Commissioner Cooper asked if the parcel is worth more now, to which Mr. Ladick stated possibly. Commissioner Haines asked if this was the final lot, to which Mr. Ladick stated no there is one other that is available.

Motion by Mayor Wiza to approve the request from the City of Stevens Point to exercise its repurchase option due to failure to build by the property owner at 4908 Whitetail Drive (Parcel ID 2408-15-4004-27); seconded by Commissioner Curless. Motion carried 5-0

23. Director's Update.

Director Ostrowski explained that there have been meetings to get input from local businesses and organizations. After the information is assembled and tabulated, it will be brought back before you for review of the vision statement.

24. Adjourn.

Meeting adjourned at 7:49 PM.



Administrative Staff Report

Conditional Use Permit Request

Cultural Commons – Sister City Park

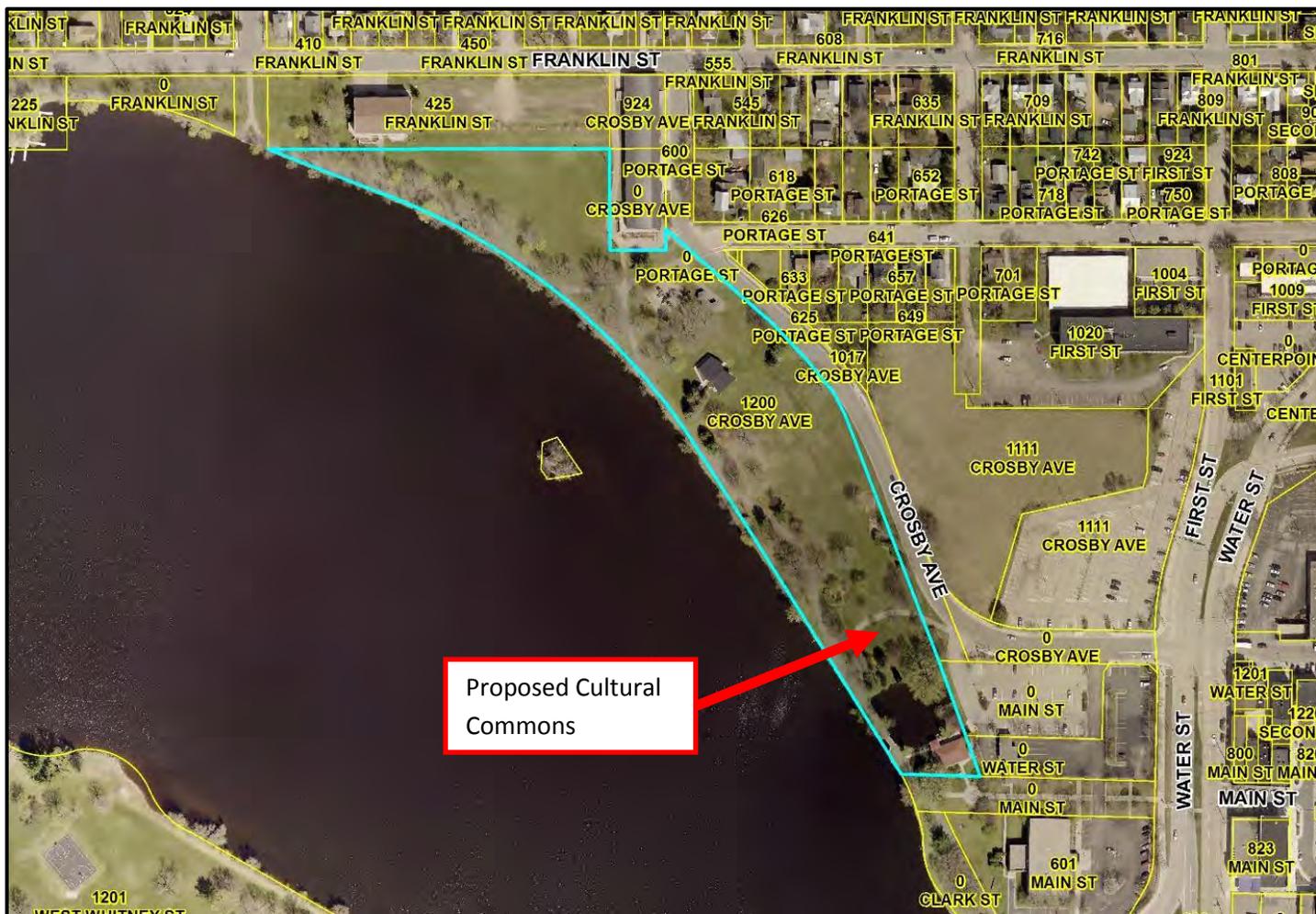
1200 Crosby Avenue (Pfiffner Pioneer Park)

October 5, 2015

Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> City of Stevens Point <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"> 2408-32-2008-05 <p>Zone(s):</p> <ul style="list-style-type: none"> "C" Conservancy <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 4 – Oberstadt <p>Lot Information:</p> <ul style="list-style-type: none"> Effective Frontage: Approx. 1,925' Effective Depth: Approx. 250' Square Footage: Approx. 425,000 Acreage: Approx. 9.8 <p>Current Use:</p> <ul style="list-style-type: none"> Park <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 23.01(14), 23.01(16), and 23.02(1)(a) 	<p>Request</p> <p>Request from the City of Stevens Point for a conditional use permit to perform activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions, specifically relating to the construction of Cultural Commons at Pfiffner Pioneer Park, 1200 Crosby Avenue (Parcel ID 2408-32-2008-05).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Exhibit Map Application Site Plans <p>Findings of Fact</p> <ol style="list-style-type: none"> Current property is zoned "C" Conservancy District. The property is utilized as a park with several amenities including playground, band shell, Green Circle Trail, Pfiffner Park Building, etc. Activities relating to open space leisure, instructional, or recreational activities requiring disruption of natural conditions are a conditional use within the "C" Conservancy District. The request is to create "Cultural Commons" near the pond by the Riverfront Arts Center. <p>Staff Recommendation</p> <p>Staff would recommend approval of the conditional use to construct Cultural Commons at Pfiffner Pioneer Park with the following conditions:</p> <ol style="list-style-type: none"> Applicable zoning and/or building permits shall be obtained prior to work occurring. Staff shall have the authority to approve minor project changes.
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Vicinity Map



Background

Several Stakeholders, including the Rotary Club are working together to construct the Cultural Commons area, to showcase and spread arts and culture of Stevens Point's three sister/partner cities: City of Esteli, Nicaragua, City of Gulcz, Poland, and City of Rostov Veliky, Russia. Greater details and background information have been provided within the attachments, including details for the proposed interactive and educational arts and cultural exhibits.

Chapter 23.02(1)(a)(3)

3) Conditional Uses.

- a) *Open space leisure, instructional, or recreational activities requiring disruption of natural conditions including the placement of structures or devices not natural to the area.*



Standards of Review

Conditional Use Request

- 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 request involves the improvement of Pfiffner Pioneer Park through the construction of several key interactive educational arts and cultural exhibits.

Findings: The proposed activities will improve the park area, as well as assist in linking the riverfront with the downtown area. This collaborative effort will likely encourage additional use of the park area and create a destination for area residents and visitors. The project should improve the public health, safety, morals, comfort, and general welfare.

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

Analysis: The use is proposed within an already designated park. Pfiffner Pioneer Park is nearly 10 acres and is a large destination park that serves the entire community.

Findings: The use should assist in drawing community residents to the downtown and offer additional recreational opportunities within the park. The use will not be injurious to the area or surrounding properties, as the nearest property to the Cultural Commons, other than the Arts Center, is commercial in nature (Chase Bank). Furthermore, the park's southern pond acts as a buffer, separating the Cultural Commons from the commercial property.

- 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 use is within an area of parkland.

Findings: The proposed use should not impede the development or improvement of surrounding properties. The proposed use will improve the area through offering additional cultural and recreational activities. The area north of the proposed Cultural Commons, and adjacent to the municipal Crosby Lot is slated for redevelopment. Any future redevelopment especially dense residential will greatly benefit from the proposed Cultural Commons project.

- 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: Improvements include walls, sculptures, bridges, trellis, shade structure, pergola, and landscaping, which are all common exterior improvements found within parks. The proposed improvements will have characteristics relating to the three sister/partner cities mentioned above.

Findings: Many of the improvements do not require major construction and match those found within existing parks and recreational areas. Staff would recommend allowing staff to approve minor modifications to the plan, as several details within the plan regarding improvements above have not yet been finalized.

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

Analysis: The Cultural Commons primary entrance will be from the east along Crosby Avenue. The project will likely not utilize utilities, except water for irrigation, or electrical for minor lighting.

Findings: This standard is met.

6) Adequate measures have been, or will be, taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets;

Analysis: The project area will likely be closed off to the public during construction. Furthermore, the project may be phased which would then allow the public access to the area.

Findings: Proper signage, fencing, and other measures will be in place to direct traffic, pedestrians, and park users around the project area. Access to the Cultural Commons can occur from any direction once the project is completed. No changes are proposed to parking for the site, which can occur in nearby municipal parking lots.

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 Conservancy district is established to provide protection to environmentally-sensitive lands such as flood plains, wetlands, shorelands, well fields, airport fringe lands and fringe lands remote from City services and access. The district is also intended to be applied as a means of regulating the timing and direction of land development in accordance with the City's Comprehensive Plan.

Findings: The proposed use will improve the parkland by offering additional recreational and education cultural exhibits. Additionally it allows for the space to be programmed by the community for educational purposes. Also, it mirrors the trend of placemaking which works to manage public spaces to promote health, happiness, and well-being.

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: Exhibits are proposed to be constructed which may require zoning, building, and other applicable permits.

Findings: Staff would recommend all applicable permits be obtained prior to the project beginning.

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.

N/A

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

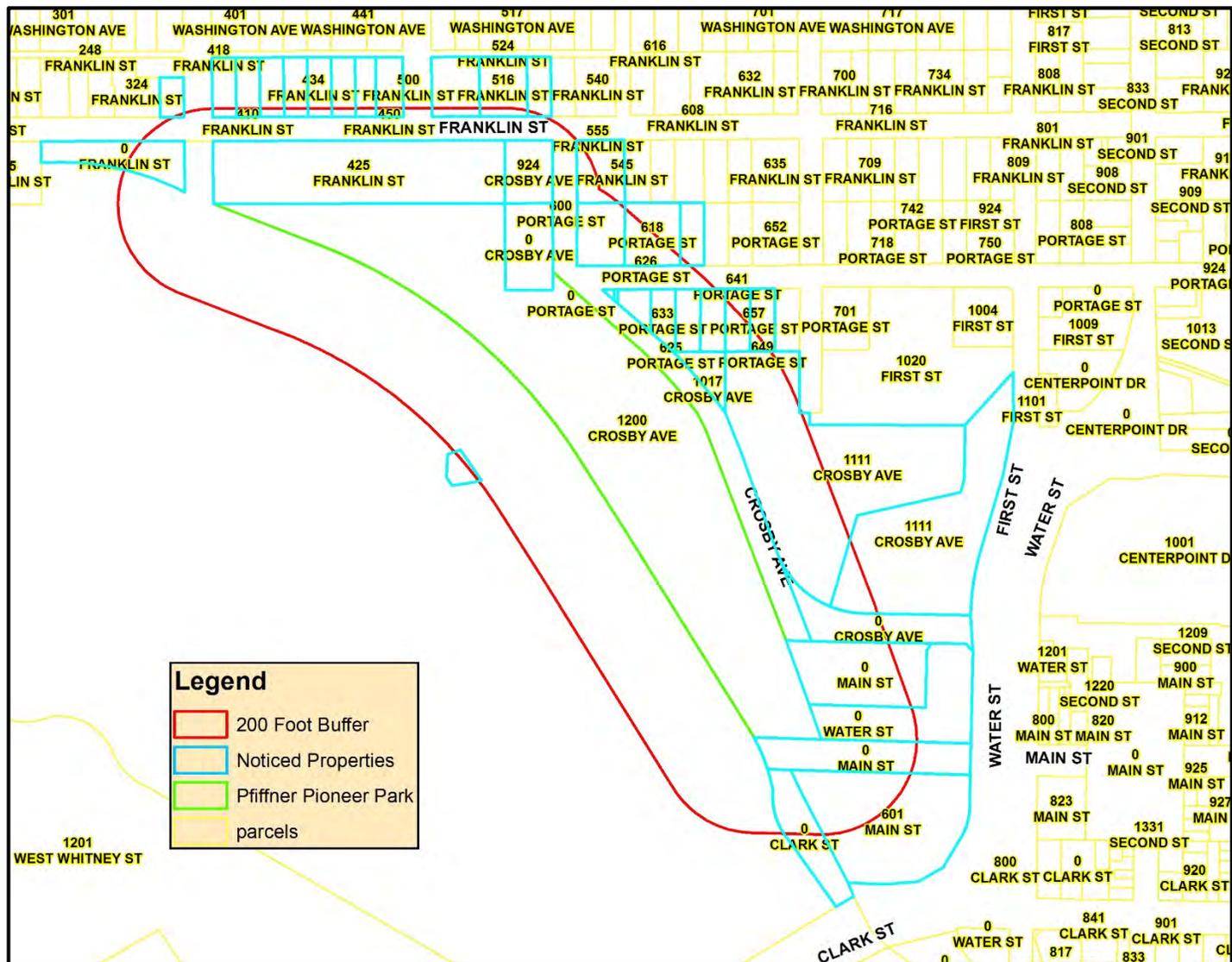
N/A

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

Upon review of the request to construct Cultural Commons, staff would recommend approval with the conditions outlined on page one.

Conditional Use Permit Request – Cultural Commons – Piffner Pioneer Park, 1200 Crosby Avenue – (Parcel ID 2408-32-2008-05) – Exhibit Map (200 Feet Boundary)



Tax Key	Name	Mailing Address	City, State	Zip	Property Address
281240830402311	JEREMIAH D CONLEY	524 Franklin St	Stevens Point WI	54481	524 Franklin St.
281240830402310	ANN M ZURAWSKI & MICHAEL L DEREZINSKI	507 Sixth Ave	Stevens Point WI	54481	516 Franklin St.
281240830402309	JOSEPH R GLODOWSKI	500 Franklin St	Stevens Point WI	54481	500 Franklin St.
281240830402114	HENRIETTA GARSKI	450 Franklin St	Stevens Point WI	54481	450 Franklin St.
281240830402113	CHERYL M KUBISIAK	442 Franklin St	Stevens Point WI	54481	442 Franklin St.
281240830402112	CAROL J CORBY	434 Franklin Street	Stevens Point WI	54481	434 Franklin St.
281240830402111	KYLE D NORWOOD	426 Franklin St	Stevens Point WI	54481	426 Franklin St.
281240830402110	COMMUNITY DEV AUTHORITY OF STEVENS PT	1300 Briggs Ct	Stevens Point WI	54481	422 Franklin St.
281240830402109	BRUCE A & JUDITH G PICKETT	418 Franklin St	Stevens Point WI	54481	418 Franklin St.
281240830402108	GERALD ZIOLKOWSKI & PATRICIA HO	4120 Bolen St	Fort Worth TX	76244	410 Franklin St.
281240830402107	BRUCE L OLSON	1911 APPLE COURT	PLOVER WI	54467	400 Franklin St.
281240830401327	JIM PETERSEN & BRIAN FOSTER	332 A Franklin Street	Stevens Point WI	54481	332 Franklin St.

281240829301407	KEVIN J & ALINE CKOSLOSKI	545 Franklin St	Stevens Point WI	54481	545 Franklin St.
281240830402201	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	924 Crosby Ave.
281240830402202	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	425 Franklin St.
281240829301411	MOUA YANG & LEE XIONG	2375 Frosty Pine Ct	Stevens Point WI	54482	626 Portage St.
281240829301415	E A PROPERTIES LLC	3630 LEONARD POINT RD	OSHKOSH WI	54904	618 Portage St.
281240829301408	DANIEL R THIES	600 Portage St	Stevens Point WI	54481	600 Portage St.
281240830402204	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 Crosby Ave.
281240832200702	DOUGLAS A & SUSAN L BARSNESS REVOCTRS	2121 Elm Street	Plover WI	54467	649 Portage St.
281240832200703	RICK TIELENS	1321 Robin Lane	Stevens Point WI	54481	641 Portage St.
281240832200704	NATHAN D SANDWICK	633 Portage Street	Stevens Point WI	54481	633 Portage St.
281240832200705	JAY L & TRACY L DORRLER	3506 County Road O	Junction City WI	54443	625 Portage St.
281240832200706	ROBERT C SKIERKA	2325 CHURCH STREET	STEVENS POINT WI	54481	617 Portage St.
281240832200707	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 Portage St.
281240832200708	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 Portage St.
281240832200709	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 Portage St.
281240832200910	WI PUBLIC SERVICE	PO Box 19001	Green Bay WI	54307	1111 Crosby Ave.
281240832200712	CITY OF STEVENS POINT	1515 Church Street	Stevens Point WI	54481	1017 Crosby Ave.
281240832201111	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 Main St.
281240832201110	BANK ONE WI C/O ICG-ORE	PO Box 8265	Wichita Falls TX	76307 8265	0 Water St.
281240832201220	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 Main St.
281240832201208	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 Clark St.
281240832201218		PO Box 8265	Wichita Falls TX	76307 8265	601 Main St.
281240830401201		1515 Strongs Ave	Stevens Point WI	54481	0 Franklin St.
281240832200911	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	1111 Crosby Ave.
281240832201112	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	Crosby Ave.0

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	9/2/15	Fee Required	-	Fee Paid	-
Associated Applications if Any	-			Assigned Case Manager			
Pre-Application Conference Date	-			Conditional Use Permit Request	Use <input checked="" type="checkbox"/>	Amend <input type="checkbox"/>	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	City of Stevens Point	Contact Name	Tom Schrader
Address	1515 Strongs Ave.	Address	2442 Sims Ave.
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	Stevens Point, WI 54481
Telephone	715-346-1569	Telephone	715-346-1531
Fax		Fax	
Email		Email	tschrader@stevenspoint.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	City of Stevens Point	Owner's Name	
Address	1515 Strongs Ave	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-346-1569	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
240832200805		
Legal Description of Subject Property		
Designated Future Land Use Category		Current Use of Property
Parks		Parks
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)		
Develop a landscaped area with walking paths, labyrinth and small sitting area.		

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

The project will add an aesthetic value to the area.

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

We do not see any negative impacts to any of the adjacent properties.

Current Zoning Surrounding Subject Property

North:	Residential	South:	B-3
East:	B-4	West:	Conservative

Current Land Use Surrounding Subject Property

North:	Residential	South:	Commerical
East:	vacant land,parking lot	West:	Park, River

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 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

Implementation Strategy, Schedule and Funding:

The commemorative garden is proposed to be a cooperation between local private and public partners. A preliminary fundraising feasibility study has been conducted with community members representing a wide cross section of interests, businesses, individuals and community organizations. There is significant interest, as well as financial and logistical support established for the execution and long term maintenance of the project.

The base project construction cost is estimated at \$514, 000 with an additional \$50, 000 to establish an ongoing maintenance endowment. All funds will be administered through the Community Foundation which has established a partnership with the 4 organizing and founding partners of the park project. (See memorandum of understanding and other general project documents)

The project will take approximately 3 years to complete. Official fundraising will take place from December 2015- April of 2016. Construction groundbreaking will begin in the Spring/Summer of 2016, with an official opening and commemoration in the Summer of 2017.

Features of Site

- Central location on main pedestrian park access
- Beautiful river connection
- Separated/protected from bandstand viewing area
- Excellent visibility and walkability through park
- Close to all amenities, and gallery
- On Green Circle Trail
- Project will stimulate necessary improvements of pedestrian access to the riverfront from Crosby and Center Point Dr.

GIS Photo: NOT TO SCALE



Existing Site Photos



View East to Town.

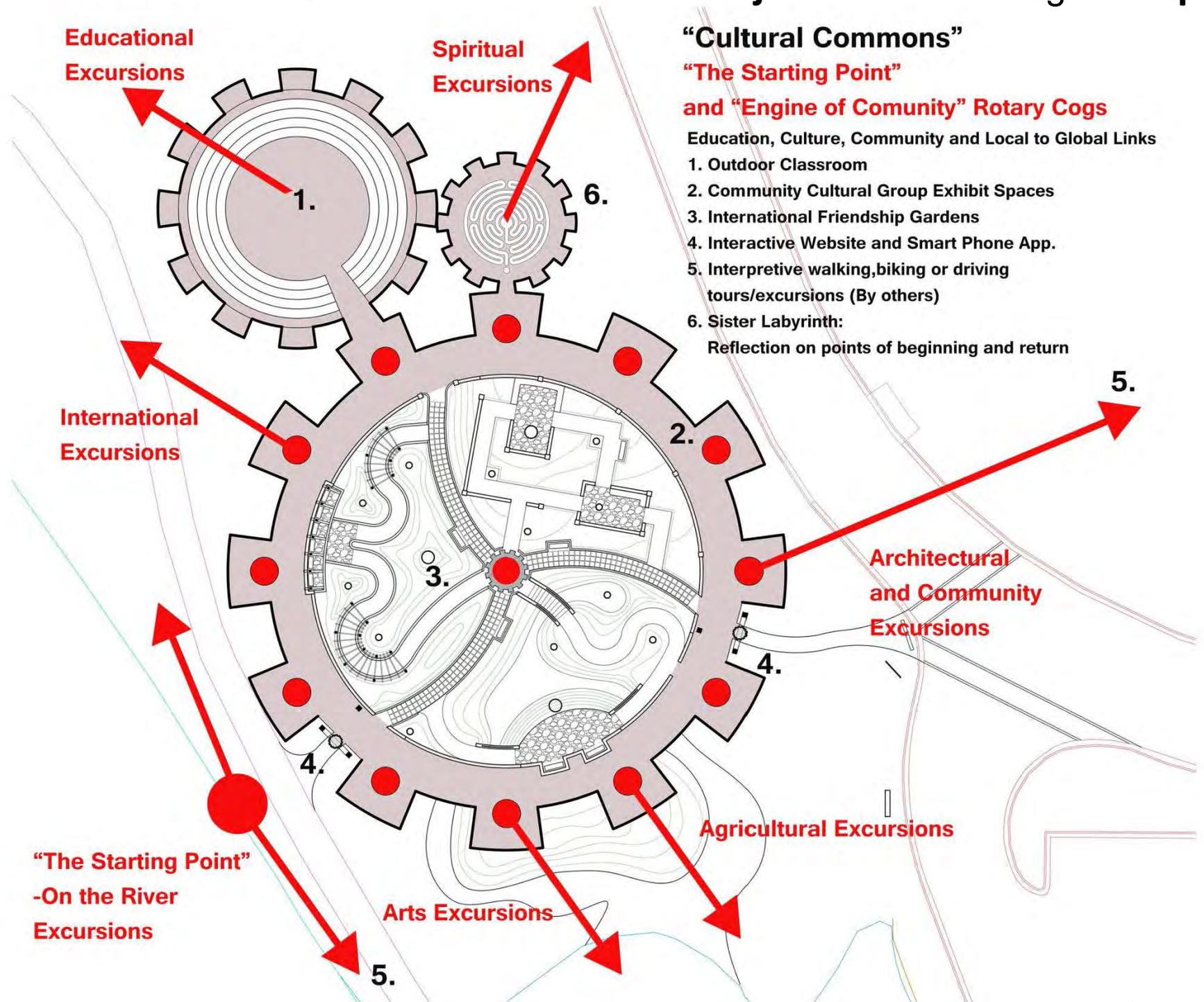
Note: Memorial trees have been identified on plans and will remain.

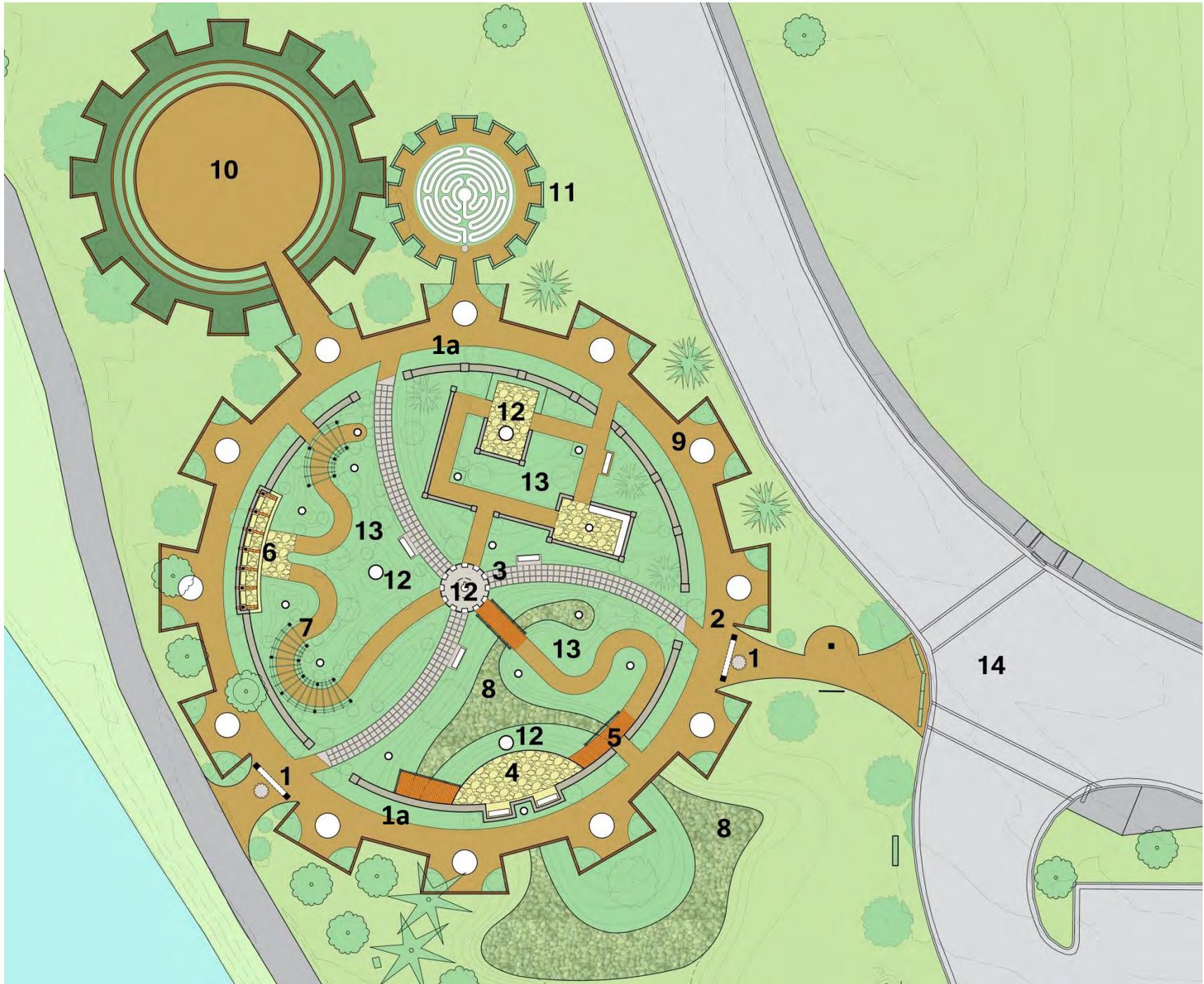
Existing Site Photos



View West to River

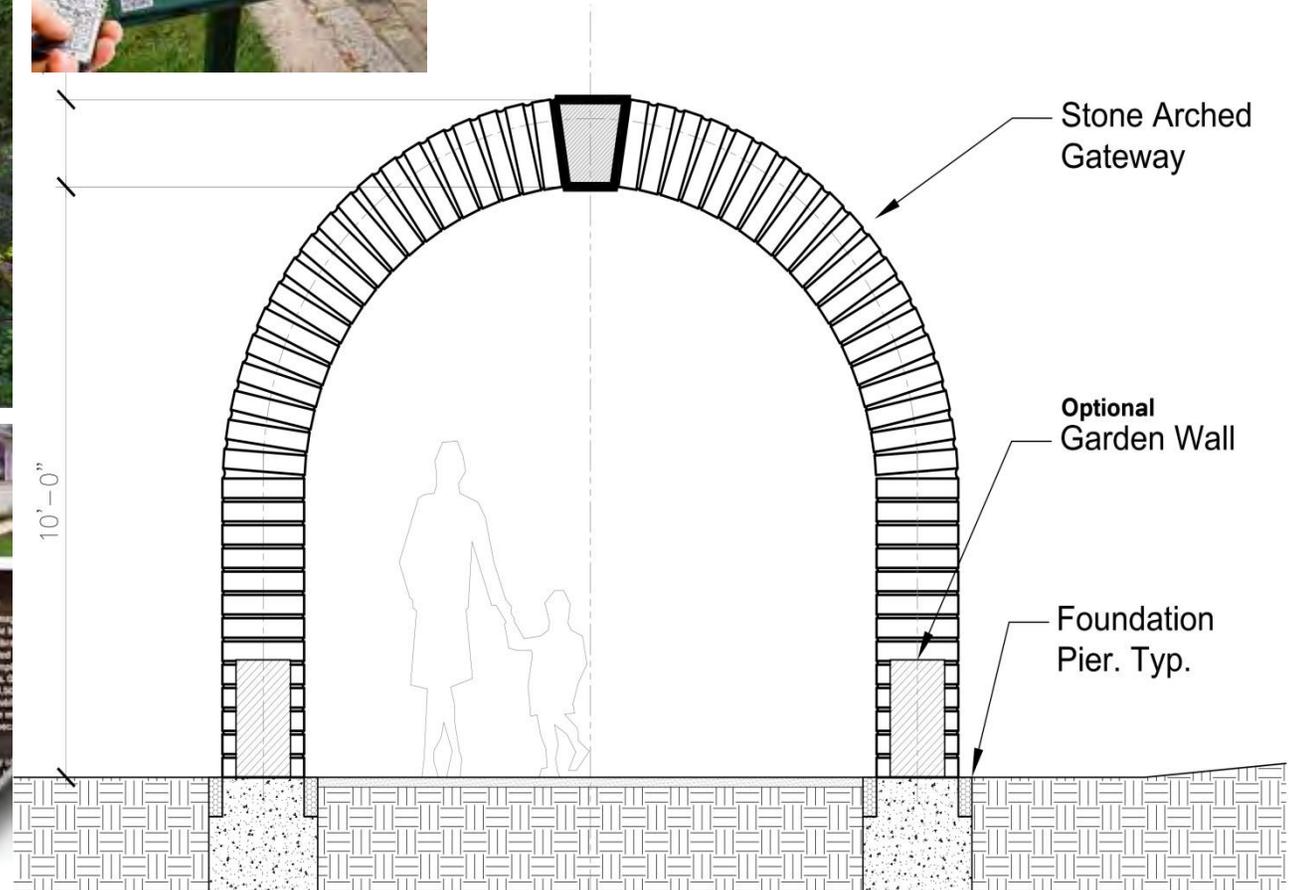
Note: Memorial trees have been identified on plans and will remain





See Exhibit A “Drawings” for Cross Reference

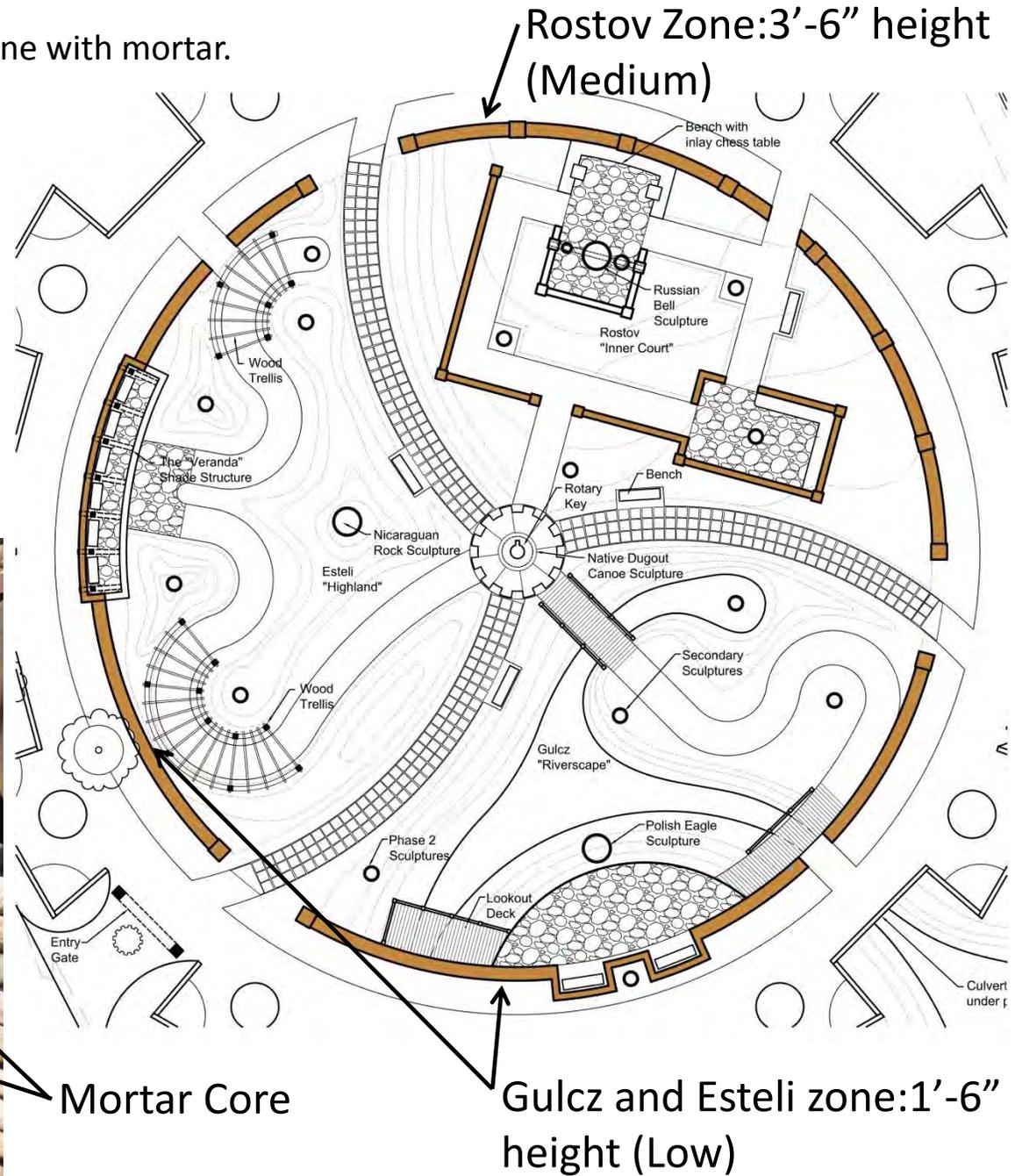
1: Entry Gateway: Stone Masonry Arch with Rotary inscribed key stone. Local/regional stone to be used with mortar and rebar core. Entry Kiosk will link to smart phone app and cultural gardens information.



The Cultural Commons: Design Information

See Exhibit A "Drawings" for Cross Reference

1a: Garden Walls: Local farm granite field stone with mortar.

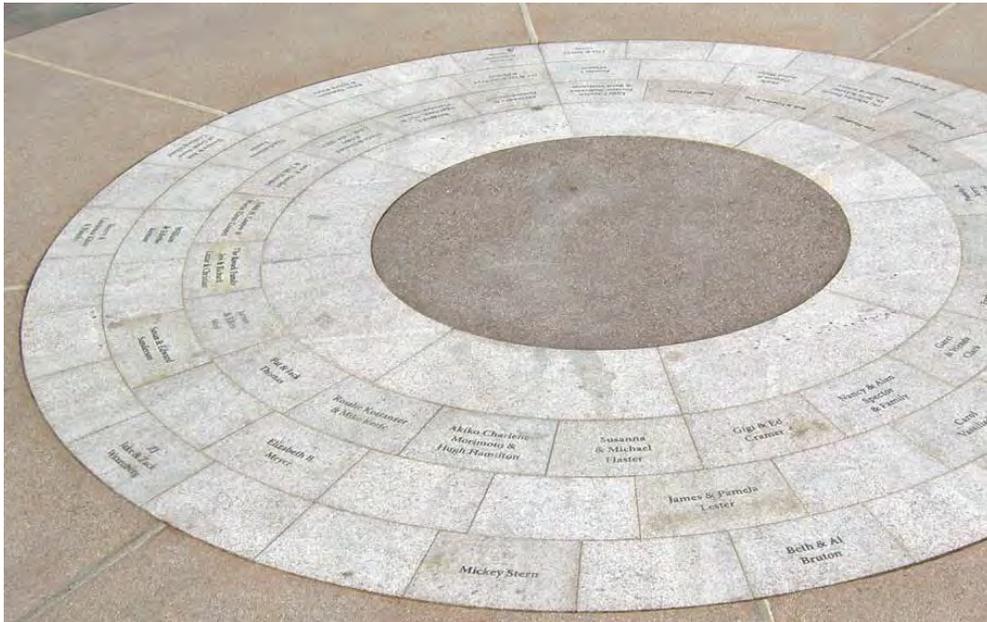


See Exhibit A “Drawings” for Cross Reference

2: Surface A: Hard-pack gravel paving of crushed stone and road base per typical city specifications. Compact path for ease of wheelchair accessibility.



3: Surface B: 12 - 18” Donor pavers of granite or other cut paving stone. Approximately 1” thick, set on a base course of free draining sand/crushed stone.



See Exhibit A “Drawings” for Cross Reference

4: Surface C: Natural 2” flagstone pavers set on a bed of crushed stone and sand. Stone dust to be mixed with mortar and set in joints.

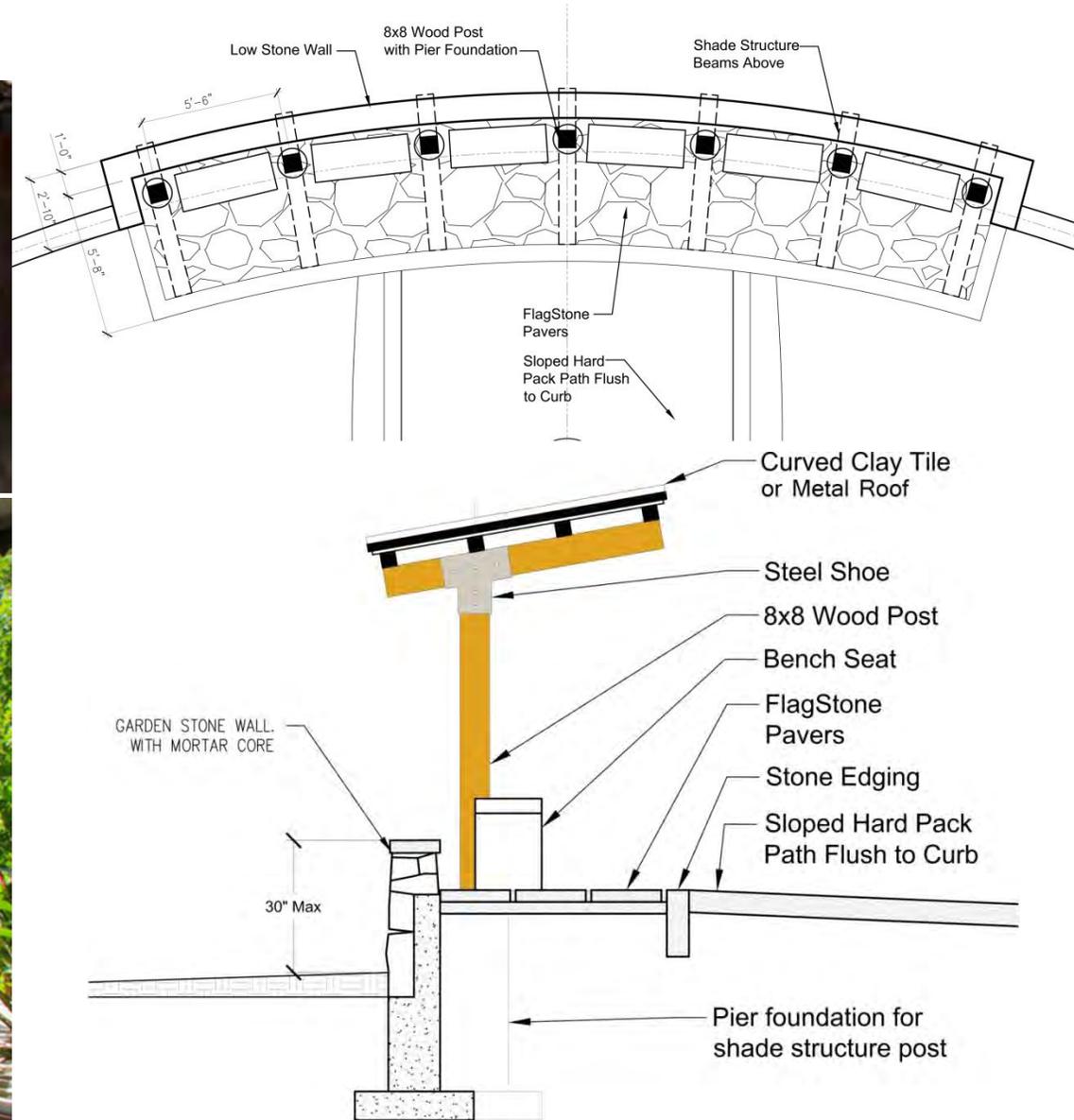


5: Wood decking/bridge: Pressure treated wood decking set on piers/anchors. Wood railing along sides where slopes are greater than 18.” (drainage culvert and rip rap below)



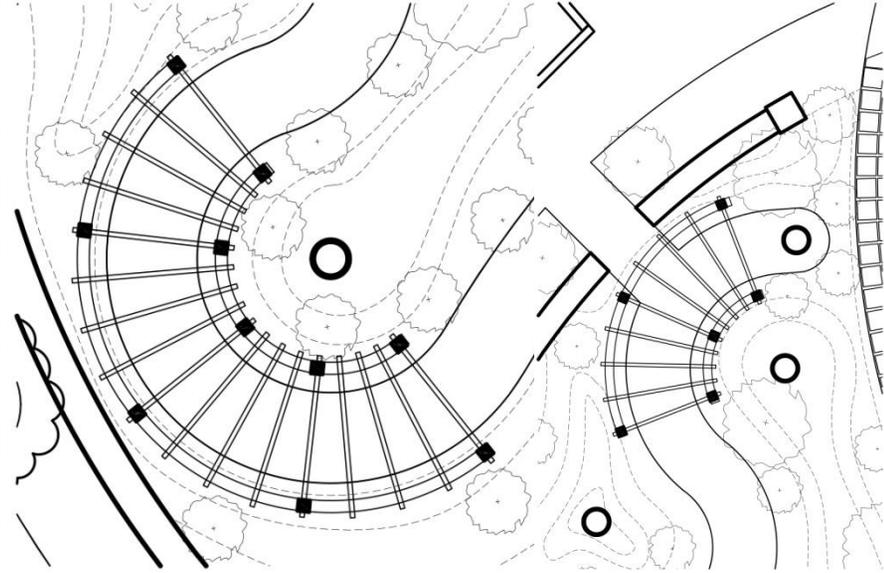
See Exhibit A “Drawings” for Cross Reference

6: Esteli “Veranda” Shade Structure: 8” wood timber frame (Rot resistant Locust or pressure treated) with stainless steel shoe joints. Clay tile or metal roof and decking over frame.



See Exhibit A “Drawings” for Cross Reference

7: Esteli Pergola: Pressure treated wood pergola with Wisteria, Climbing Rose and Clematis.



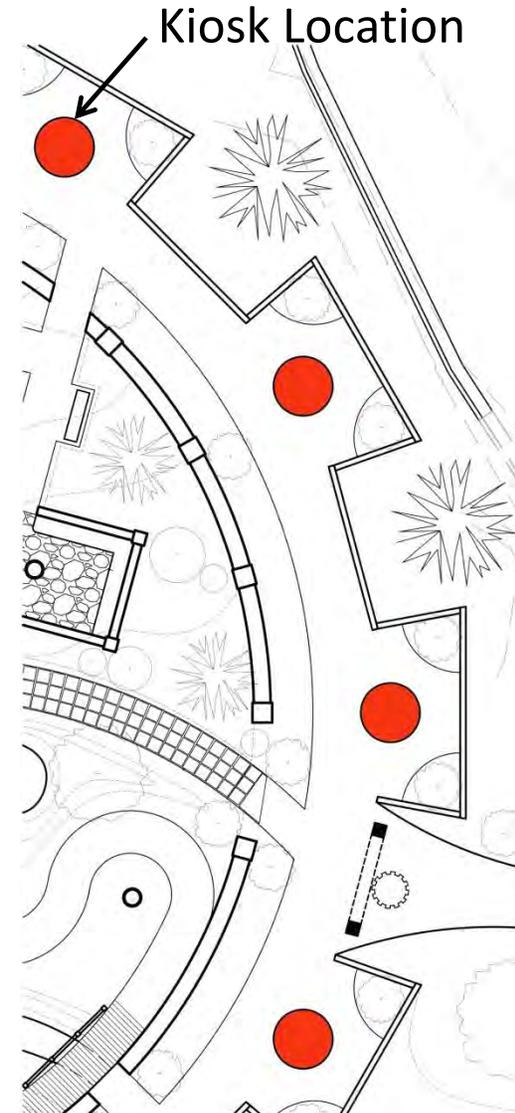
See Exhibit A “Drawings” for Cross Reference

8: Rain Garden “River-scape”: slopes planted with soft rush, Blue Flag Iris and Joe-Pye, Smooth Stone Rip-Rap (for stabilization). Areas are for drainage and catchment and possible future lagoon/river connection water feature. See landscape planting schedule # 13.



See Exhibit A “Drawings” for Cross Reference

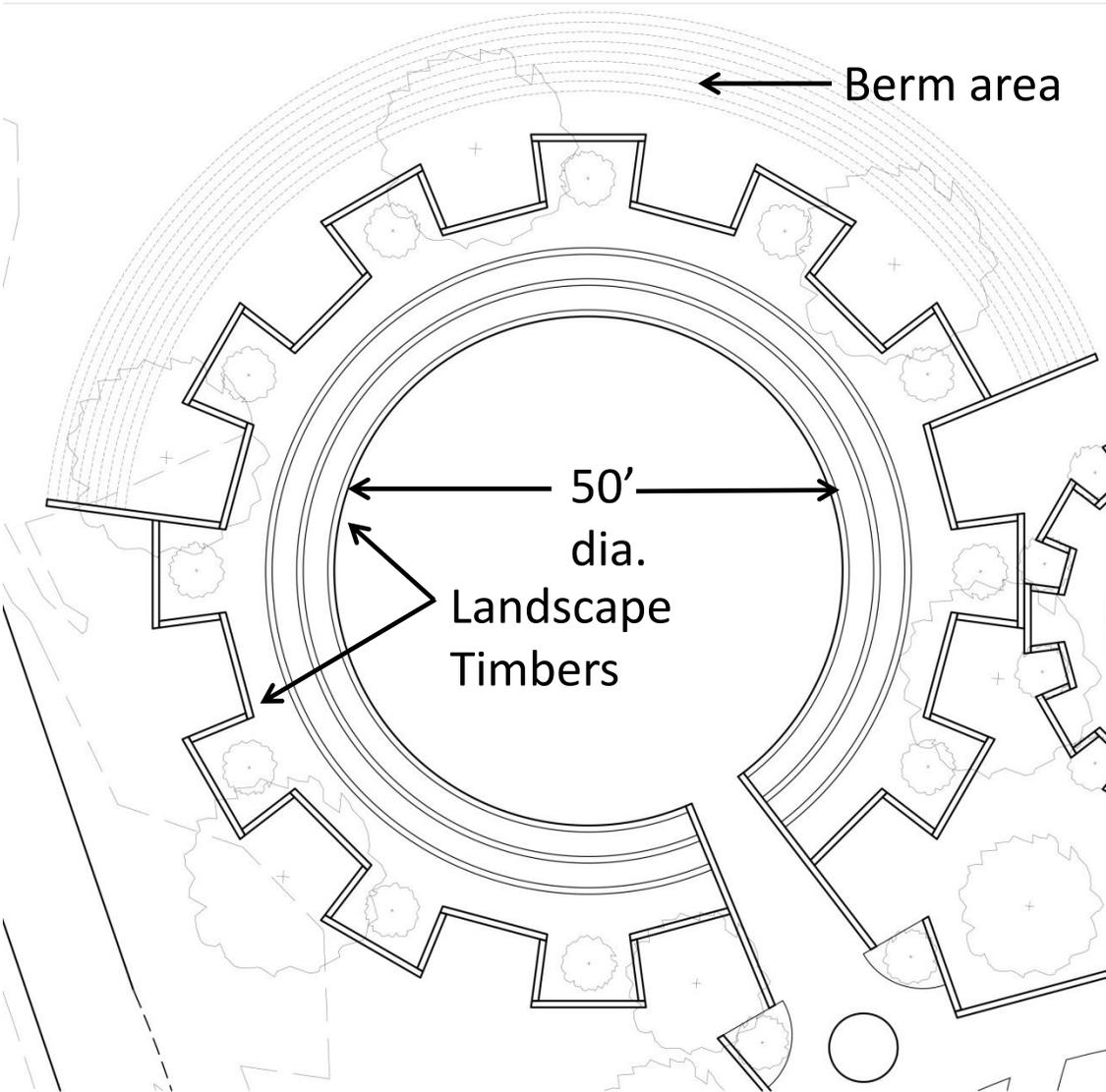
9: Community Organization Exhibit Space: Space for temporary informational kiosks, rotating sculptures, exhibit structures, or festival booths. Spaces to be allotted to groups based on cultural and community identity per the theme of “Cultural Diversity” and “Heritage” as well as significant community based interests and industries. Note: Design of structures are to be removable/temporary by individual organizations and are not part of the current project scope of work or budget.



The Cultural Commons: Design Information

See Exhibit A "Drawings" for Cross Reference

10: Outdoor Classroom: Outdoor classroom space made of 3 tiers of landscape timbers with earth bermed outer ring in the shape of the Rotary Gear Cog.



The Cultural Commons: Design Information

Project Features of 97

11: Labyrinth Feature:

- Concrete Pavers and Ground Cover Surround.

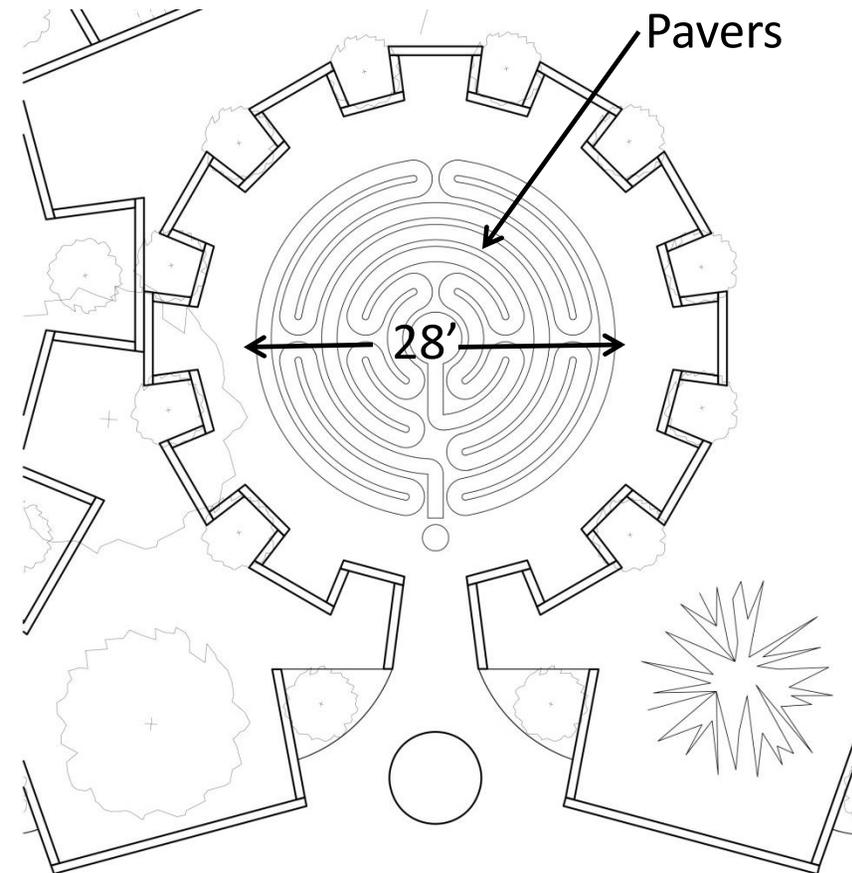
The proposed labyrinth pattern for this site is a medieval-type design with seven circuits. Walkers following the path of this labyrinth will meander through four “quadrants” of the pattern as they navigate towards the central area. This allows for a walking experience that will offer a diverse array of views to points beyond the labyrinth area. This is a nice option given the variety of views afforded by this setting.

The labyrinth’s entrance is marked by a separate circular paver designating a place to pause before entering the labyrinth. This paver could also incorporate written text or meaningful inlaid objects. The orientation of the labyrinth places the entrance near the North side of the garden. The pathway of this labyrinth can be inlaid with unique meaningful objects from all four cultures/cities represented in the garden. Text can also be incorporated with the pathway pavers.

The center of the labyrinth provides a space for pause and reflection.

The width of the pathway in this proposed design is 14” wide; a nice dimension for walking yet not too large. The overall width of the labyrinth pattern is 27’-4” in this proposed design. The spacing between the pathways is roughly 6” wide.

Turf or groundcover is a nice material choice for the spacing between the pavers. If installed as a turf paver, grass will grow inside a rigid framework that offers a supportive surface for wheelchair users or others who step off the labyrinth pathway. This framework is invisible when the grass is grown and allows rainwater to be gradually filtered back into the soil. This provides easier maintenance by helping to control soil erosion and offering a rigid surface for mowers. Ground cover is a no-mow option, such as Thyme.



Labyrinth Layout and Specifications
by Katja Marquart



Town Square Park, Durbuy, Belgium

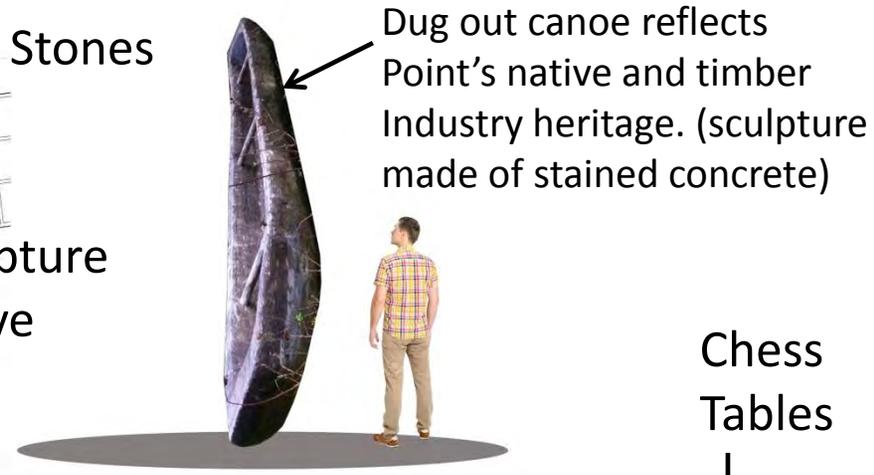
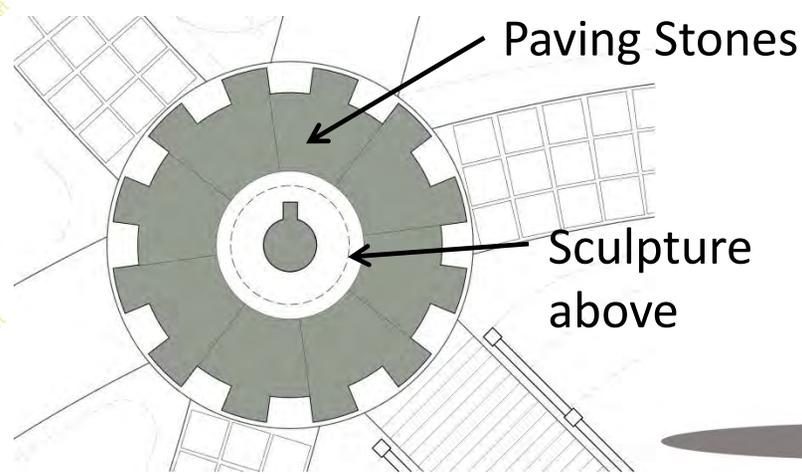
October 25, 2015

2015 Copyright by OAK Architecture: Office of Aaron Kadoch, AIA

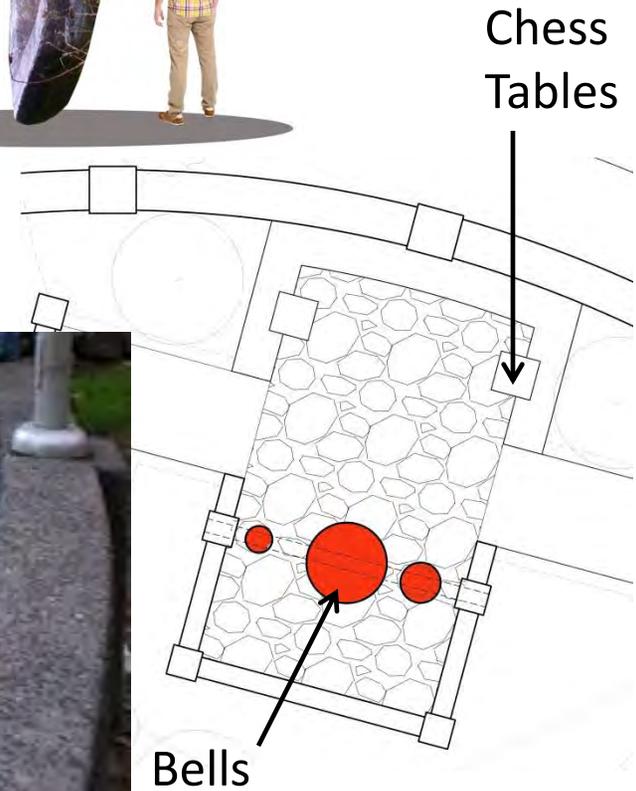
See Exhibit A "Drawings" for Cross Reference

12: Signature Sculptures:

A. Center Sculptures: Rotary Cog paving stones at entry gate and center of gardens. Perimeter of park is also in the shape of a gear and is made of landscape timbers.



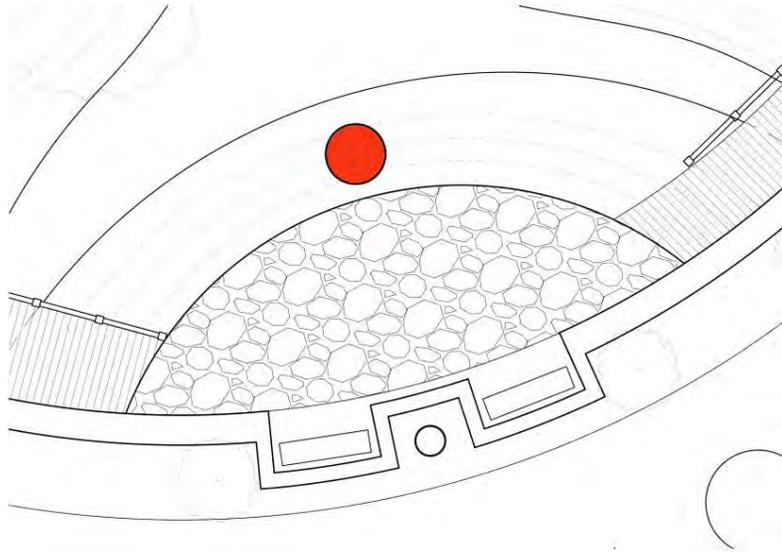
B. Russian Bells: Cast bronze bells set on a timber structure and Chess Tables



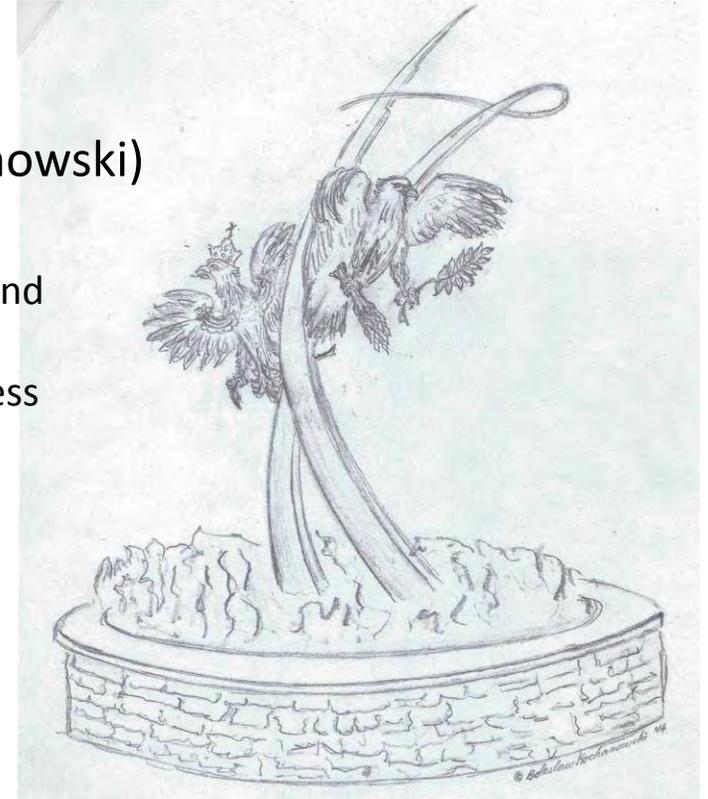
See Exhibit A “Drawings” for Cross Reference

12: Signature Sculptures:

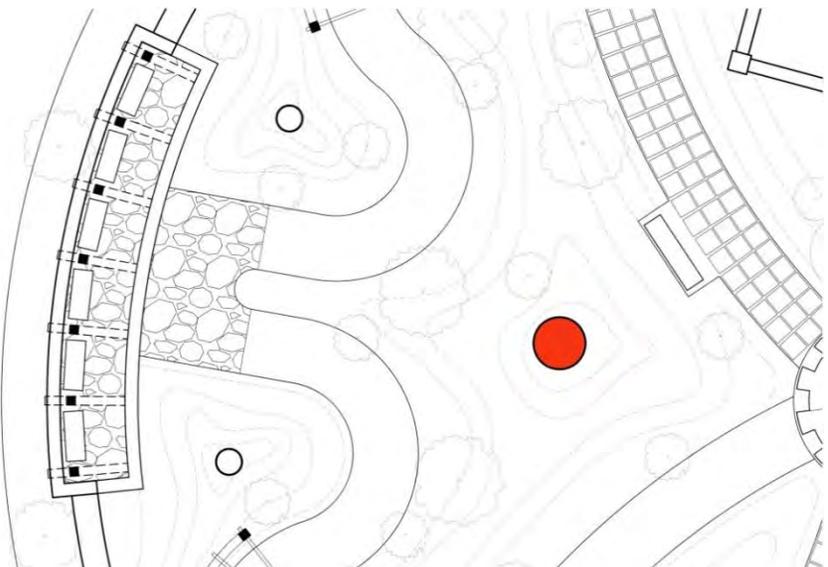
C. Polish Metal Sculptures: (Designs by Boleslaw Kochanowski)



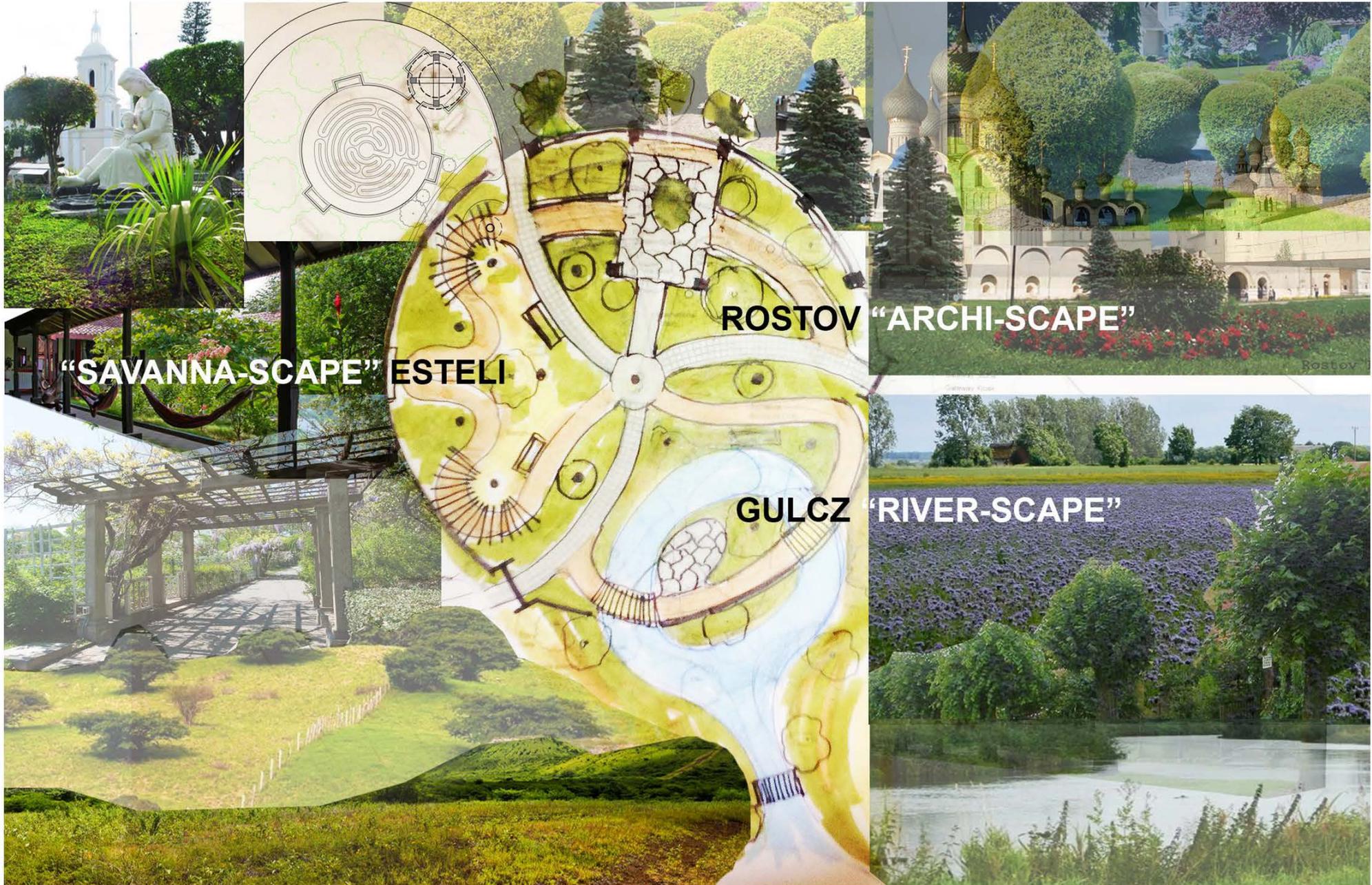
Eagles and Spires symbolizing the Polish and American national symbols and togetherness



D. Nicaraguan Rock Sculpture amidst a rock garden.

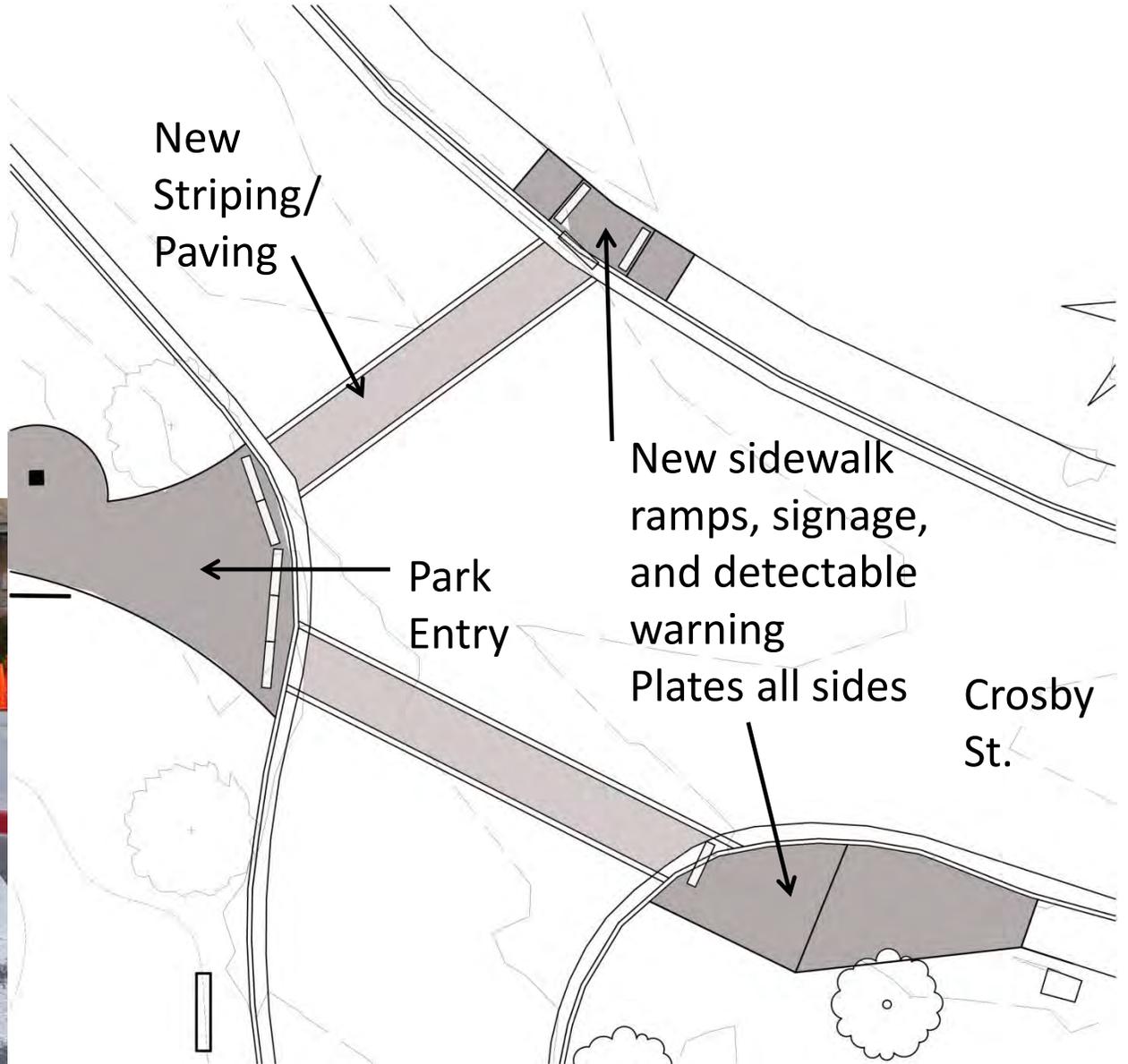


Conceptual Landscape Visualization Sketch



See Exhibit A “Drawings” for Cross Reference

14: Improved Pedestrian Access: Improve Cross-Walk access and ADA accessibility to park gateway on Crosby Street. New striping, curbing turndowns and metal detectable warning strips.





NAME
Kadoch, Aaron

CLASS
STRM WTR

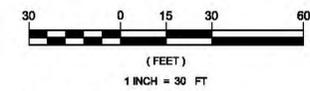
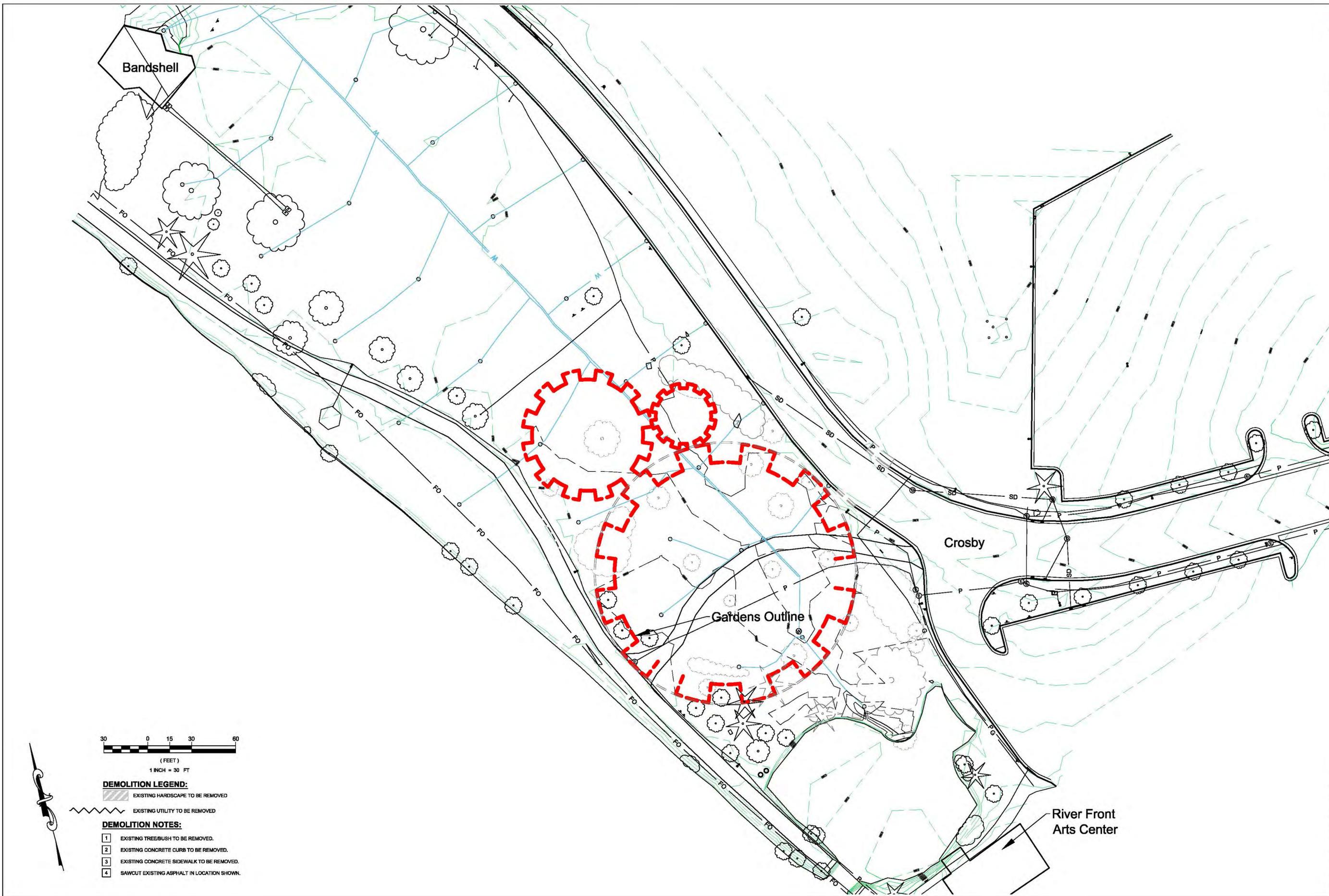
DATE
September 25, 2015

SCALE
1"=30'

SITE SURVEY

PIFFNER PARK

REV 5	---
REV 4	---
REV 3	---
REV 2	---
REV 1	---
SIZE	ANSI D
SHEET	



DEMOLITION LEGEND:

- EXISTING HARDSCAPE TO BE REMOVED
- EXISTING UTILITY TO BE REMOVED

DEMOLITION NOTES:

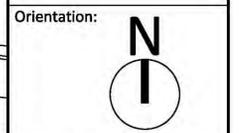
- 1 EXISTING TREE/BUSH TO BE REMOVED.
- 2 EXISTING CONCRETE CURB TO BE REMOVED.
- 3 EXISTING CONCRETE SIDEWALK TO BE REMOVED.
- 4 SAWCUT EXISTING ASPHALT IN LOCATION SHOWN.



Project Name: **Stevens Point WI**

Cultural Commons PARK

OAK - Architecture
Office of Aaron Kadoch, AIA

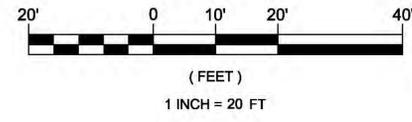
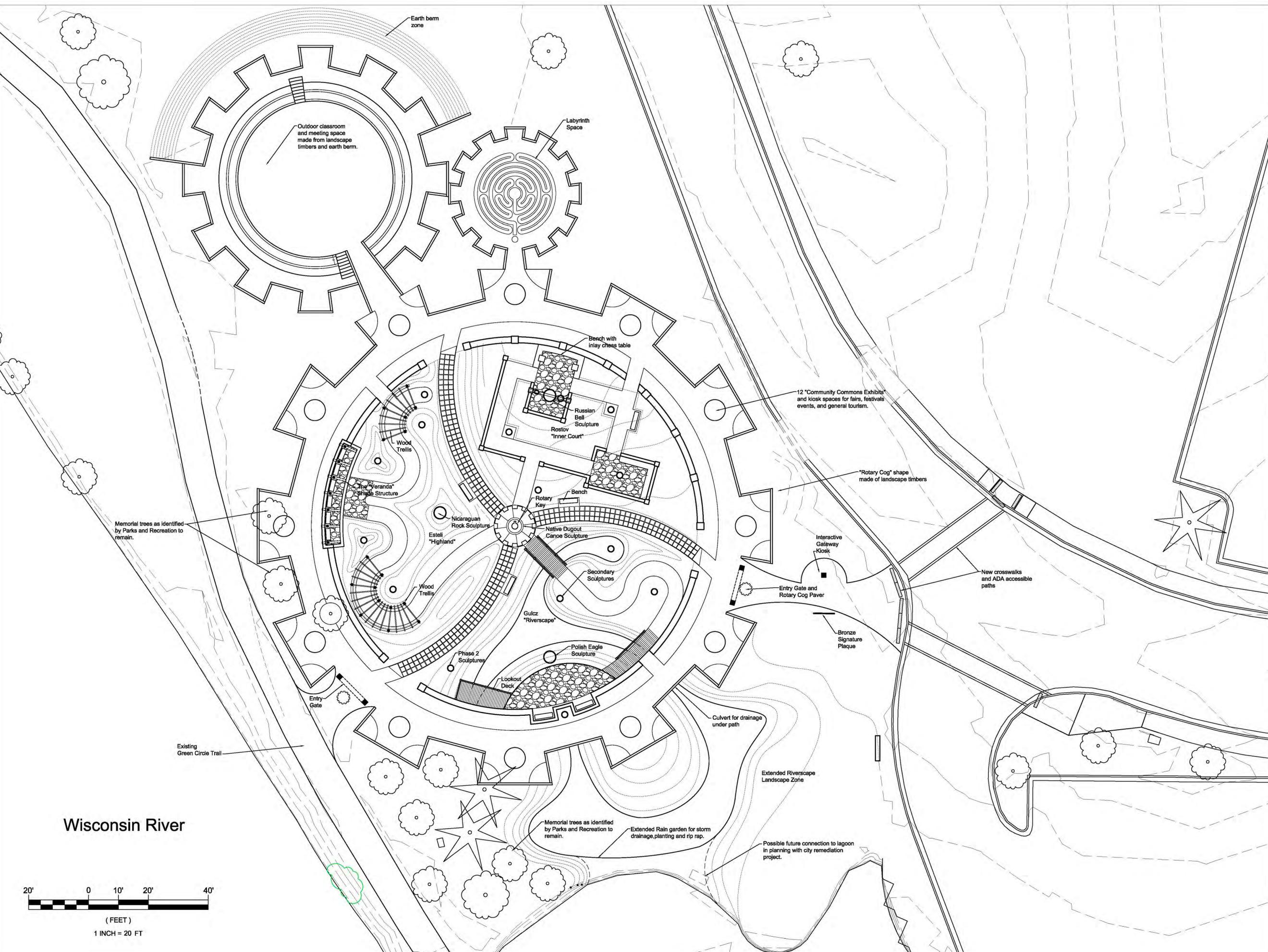


Drawing Scale:
Graphic

Drawing Date:
09.17.15

Sheet Title:
Proposed Site Plan

Sheet Number:
S-1.1



Wisconsin River

Existing Green Circle Trail

Memorial trees as identified by Parks and Recreation to remain.

Outdoor classroom and meeting space made from landscape timbers and earth berm.

Earth berm zone

Labyrinth Space

Bench with inlay chess table

12 "Community Commons Exhibits" and kiosk spaces for fairs, festivals, events, and general tourism.

"Rotary Cog" shape made of landscape timbers

Interactive Gateway Kiosk

New crosswalks and ADA accessible paths

Entry Gate and Rotary Cog Paver

Bronze Signature Plaque

Culvert for drainage under path

Extended Riverscape Landscape Zone

Memorial trees as identified by Parks and Recreation to remain.

Extended Rain garden for storm drainage, planting and rip rap.

Possible future connection to lagoon in planning with city remediation project.

Nicaraguan Rock Sculpture

Esteli "Highland"

Secondary Sculptures

Gulcz "Riverscape"

Phase 2 Sculptures

Polish Eagle Sculpture

Lookout Deck

Entry Gate

Wood Trellis

"Veranda" shade Structure

Rotary Key

Native Dugout Canoe Sculpture

Russian Bell Sculpture

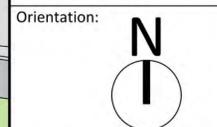
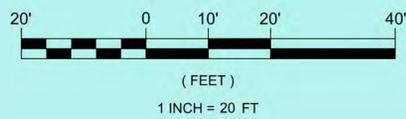
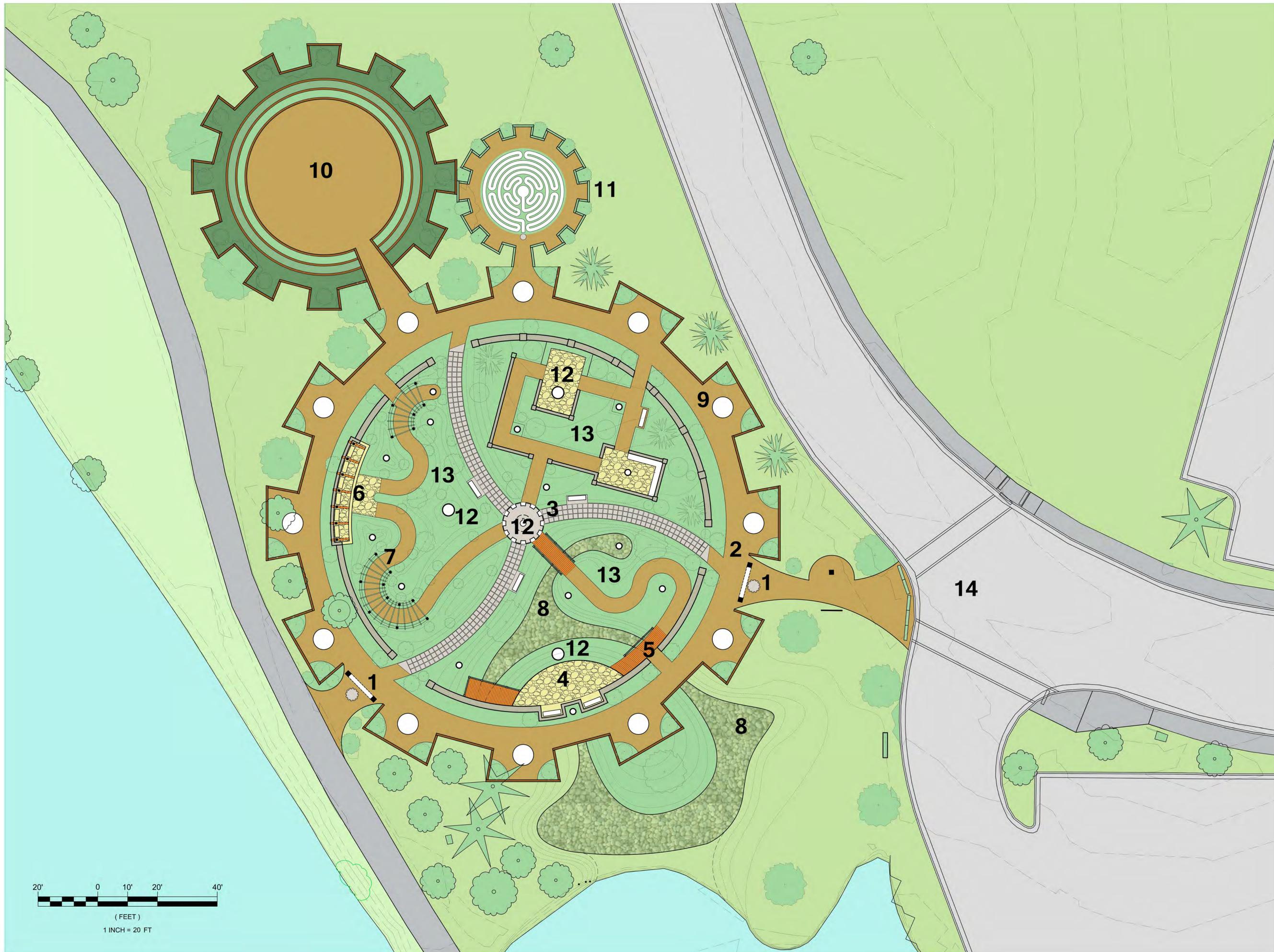
Rostov "Inner Court"

Bench

Wood Trellis

Cultural Commons PARK

OAK- Architecture
Office of Aaron Kadoch, AIA

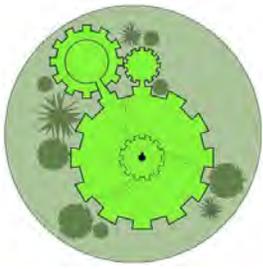


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Drawing Date:
09.17.15

Sheet Title:
Proposed Site Plan

Sheet Number:
S-1.1



The Cultural Commons

An Interactive Garden and Education Space

Project Title: The Cultural Commons: An Interactive Garden and Education Space

Our Vision Statement

Our vision is to create a garden and education space within Pfiffner Park to serve as an interactive and dynamic educational experience for all people. This space will establish a natural *point of beginning* along the Wisconsin River, leading to a greater understanding of and connection to our community's past, present, and future multicultural heritage.

Founding Organizations

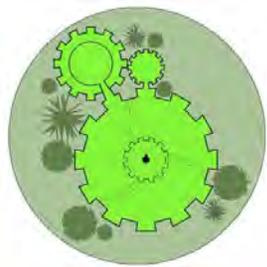
The Rotary Club of Stevens Point, the Partner City of Estelí, Nicaragua, the Sister Cities of Gulcz, Poland and Rostov Veliky, Russia, along with support from the UWSP community, have joined together to conceptualize, create, and dedicate an attractive and enduring reflection of our collective role in the culture of Stevens Point.

Why is this project being proposed?

The gardens will honor our community's history and heritage and the long-term international relationships with the people of Rostov Veliky, Russia, Gulcz, Poland, and Esteli, Nicaragua. The gardens will be a strong and visible statement of commitment to the idea that we in Stevens Point, Wisconsin are indeed part of a wider world.

Objectives

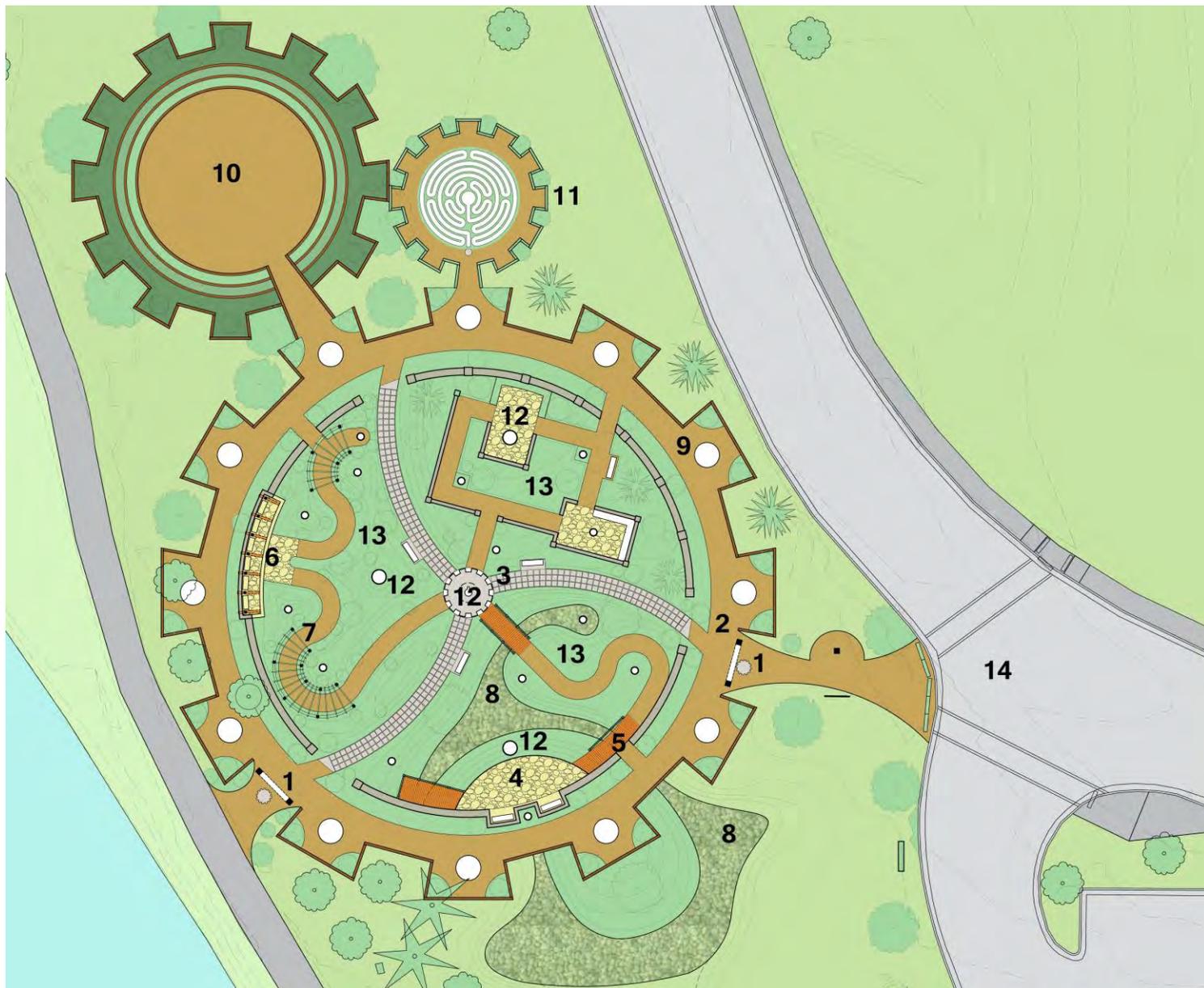
- **Represent** the different cultures of the three sister/partner cities through native plantings, shade structures, and walking paths as well as through an interactive smart phone application.
- **Educate** about local and regional heritage and culture via initiatives, tourism, activities and events as well as historical facts linked by phone app, and as experienced within the gardens.
- **Celebrate** multicultural relationships through unique sculptures and other site features.
- **Create** an outdoor place for people to come together for celebration, education, and learning through a variety of experiential spaces such as an outdoor classroom amphitheater, a reflective labyrinth, and flexible community organization exhibit areas.
- **Develop** greater awareness and appreciation of other cultures, local heritage, and international relationships.
- **Enhance** aesthetic and functional enjoyment of the Riverfront.
- **Promote** cultural tourism
- **Support** health and wellness through the gardens' proximity to existing natural areas such as the Wisconsin River and the Green Circle Trail
- **Encompass** sustainable design through native plantings, natural materials, and wildlife habitat
- **Live** as an enduring multicultural, multigenerational, fully accessible space as linked to a vibrant community life.



The Cultural Commons

An Interactive Garden and Education Space

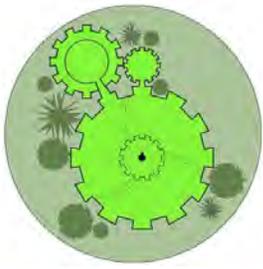
Proposed Site Plan and Features



1. Entry Gate and Kiosk; 2. Cultural Commons Exhibit Spaces and Path; 3. Specialty Donor Pavers; 4. Flagstone Paving; 5. Wooden bridges/decking; 6. Veranda shade structure and seating; 7. Pergola; 8. Rain Garden “Riverscape”; 9. Community Exhibit Space; 10. Outdoor Classroom; 11. Labyrinth; 12. Specialty Sculptures; 13. Themed Garden Plantings; 14. Accessible Crosswalks.

ROTARY CLUB OF STEVENS POINT

PARTNER CITY OF ESTELI, NICARAGUA ● SISTER CITY OF GULCZ, POLAND ● SISTER CITY OF ROSTOV VELIKY, RUSSIA



The Cultural Commons

An Interactive Garden and Education Space

Partner Organizations Sponsoring the Project:

The Rotary Club of Stevens Point

Rotary International is 1.2 million neighbors, friends, and community leaders in 34,000 clubs who come together to create positive, lasting change in our communities and around the world. Our differing occupations, cultures, and countries give us a unique perspective.

Our impact starts with our members – people who work tirelessly with their clubs to solve some of our communities' toughest challenges. Our efforts are supported by Rotary International, our member association, and The Rotary Foundation, which turns generous donations into grants that fund the work of our members and partners around the world. Our shared passion for service helps us to accomplish the following:

- Scholarships for students from SPASH, Pacelli, MSTC and UWSP
- International Youth Exchange
- A pre-school in Esteli, Nicaragua
- Literacy in Turkey
- Grants for local youth and non-profit organizations
- Local efforts to support Rotary International's Post-polio Syndrome Messaging Project

The Russian Sister City Project

Rostov Veliky (Rostov the Great) is a community of 35,000 people located on the banks of Lake Nero about 125 miles northeast of Moscow, Russia. This ancient city is over 1,150 years old and attracts many tourists to see its churches, museums, and the famous Rostov bells.

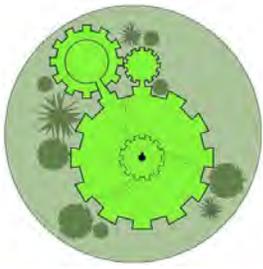
The purpose of the Sister City Project, begun in 1983, is to nurture mutual understanding and peace through personal relationships between the people of Stevens Point, Wisconsin and Rostov Veliky, Yaroslavl region, Russia. This communication includes a sharing of our language and culture through exchanges in education, environment, tourism, and the arts.

In recent years, the Russian Sister City Project has focused on an exchange of information and ideas on the natural environment in our two cities and regions. Stevens Point hosted three groups from Rostov Veliky in 2008, 2010 and 2012, all funded by Open World grants from the US Library of Congress. Delegates engaged in lively conversations with local counterparts on ground water, solid waste, alternative energies, and citizen initiatives to preserve the environment.

Eleven citizens from Stevens Point traveled to Rostov Veliky in the summer of 2012 to help celebrate the city's 1,150th anniversary. Every other June we send two teachers and their student assistants to Rostov Veliky to teach conversational English to children, ages 10 to 18.

The Gulcz, Poland Sister City

The Gulcz Sister City relationship is managed by the Polish Heritage Awareness Society, a 501c3 non-profit organization "dedicated to the education, promotion and preservation of Polish American Heritage." Some of our history and activities include:



The Cultural Commons

An Interactive Garden and Education Space

- Conducting and hosting ongoing family-to-family visits in Gulcz and the Stevens Point area to share cultures
- Provided clothing and school supplies to Gulcz in the early days of the sister city relationship
- Provided the funding for Gulcz's first computers to use in the classroom; the Gulcz school has been renamed the Polish American School because of these activities
- Promoting face-to-face teacher and classroom exchange visits via Skype with Almond-Bancroft and Gulcz grade schools
- Developed and hosted a weekend 150th Anniversary Celebration of Michael Koziczowski, the first Polish settler to Portage County in 1857, followed by thousands of other families
- Hosting the annual Dozynki Harvest Festival; the group has awarded over \$50,000 in scholarships to area junior and senior high school students
- Hosting community expert lectures on:
 - Identification of safe mushrooms to enjoy;
 - Personal experiences of living and surviving in a World War II concentration camp and resettlement in Stevens Point;
 - A firsthand account of Saint Pope John Paul II's visit to Stevens Point.

The Esteli, Nicaragua Partner City

Wisconsin/Nicaragua Partners of the Americas, Inc., (W/NP), a charter member of Partners of the Americas, Inc., is located in Stevens Point, WI. Within the organization, W/NP has a unique Partner City program linking communities in Nicaragua with communities in Wisconsin, and Stevens Point/Estelí Partner City is one of these.

This structure provides grassroots opportunities through people-to-people activities at the local level that promote cultural awareness, sustainable community development, and form ties of friendship between the people of Stevens Point, WI and Estelí, Nicaragua. The concept of partnership empowers citizens from both countries to identify and affect change.

We bring people together, help them become aware, and identify ways to put their ideas into action. Collective efforts have:

- Significantly improved emergency medical services in Estelí with the addition of a functioning ambulance that once provided service in Stevens Point,
- Enhanced early childhood education and vocational skill building courses in Estelí through Stevens Point Rotary support, and
- Made possible youth sports programs, personal development initiatives, and ongoing youth exchanges between the two communities.

These and many other local projects continue to bring about tremendous change in people's lives as we come together for the good of others.

September 23, 2015

Dear Mayor Mike Wiza and Stevens Point City Officials,

The Polish Heritage Awareness Society of Central Wisconsin, Inc. and Heritage of Portage County, Inc. support the design, building and maintenance of the Cultural Commons and Gardens along the Wisconsin River in Pfiffner Park.

Since 1993, our organization has continued to maintain and promote our Polish heritage and culture. Our participation in the Portage County Cultural Festival since its inception and our own celebration of Polish Heritage at the Dozynki Harvest Festival event promotes our ongoing dedication to our roots. In the same year, members of our organization redeveloped a relationship with the village of Gulcz, Poland. It is a town that a segment of our population was well acquainted with through virtue of our immigration. We've each dedicated a stone, plaque, and linden tree in our respective parks, but more than that, we've reconnected with our past by working together in the future through continued visits between our sister cities.

We see the Cultural Commons and Gardens as a mutual benefit with our Polish Sister City as well as with the relationships of the Russian Sister City Project, the Nicaraguan Partnership and the Rotary Club. We realize the contributions of our founders, our history, our cooperation with all who have made Stevens Point home and who have made their mark on our city. The Cultural Commons and Gardens will reconnect us with our past, but look to the future where we celebrate peace, understanding and friendship.

Respectfully yours,

Gayle Phillip
Polish Heritage Awareness Society
of Central Wisconsin, Inc.

Leon Ostrowski
Heritage of Portage County, Inc.

Rotary

Club of Stevens Point

The logo for Rotary International, featuring a gear-like wheel with a central circle and the words "ROTARY" and "INTERNATIONAL" around the perimeter.

TO: City of Stevens Point Common Council

FR: Rotary Club of Stevens Point

RE: Cultural Commons

This letter indicates our support of the plans for the Cultural Commons to be constructed on the Wisconsin River waterfront north of the Annette & Dale Schuh Riverfront Arts Center. Four local organizations are joining together to create the Cultural Commons in Pfiffner Pioneer Park in Stevens Point. These include the Rotary Club of Stevens Point and the three partner/sister city organizations which work to grow relationships between our city and Esteli, Nicaragua; Gulcz, Poland; and Rostov Veliky, Russia. The target date for dedication of these gardens is spring of 2017, marking the 100th anniversary of Rotary in Stevens Point.

The three partner/sister cities also have a long history in Stevens Point. Wisconsin/Nicaragua Partners has existed since the 1960s, and the Polish and Russian Sister Cities have been conducting exchanges for the last 30 years. The Cultural Commons will create a beautiful space along the Wisconsin River to celebrate our citizens' connections with peoples and cultures which reach well beyond our city's borders.

We have been planning this project with a representative committee and would now like to seek approval and move forward with fundraising efforts. The four partners in this project are excited about the design and appreciate the opportunity to share the project and to speak with you about the possibilities.

Motion for support approved Sept. 3, 2015 via e-mail.

Thank you for your consideration.

THE SISTER CITY PROJECT

Stevens Point,
Wisconsin, U.S.A



Rostov Veliky,
Yaroslavl Oblast
Russia

18 September 2015

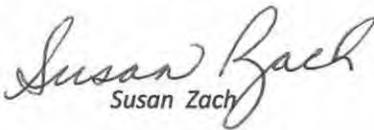
Dear Mayor Mike Wiza and Stevens Point City Officials,

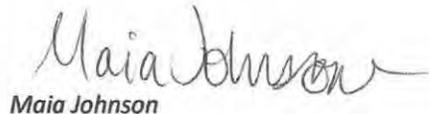
The Russian Sister City Project supports the construction and maintenance of the Cultural Commons and Gardens along the Wisconsin River in Pfiffner Park. We have been working hand-in-hand for two years with the Nicaragua Partners, the Polish Sister City, the Rotary Club of Stevens Point, and Aaron Kadoch, UWSP Assistant Professor of Interior Architecture, to envision and define this project. What our four groups have in common is our dedication to the importance of international relationships in bringing about increased understanding of our fellow humankind. The Cultural Commons' gardens, mini-amphitheater and labyrinth will celebrate and broaden our past efforts and be a visible sign throughout our community of our mission of international understanding, peace and friendship.

The Russian Sister City Project has a long history in Stevens Point. Since 1983 it has sought to encourage and deepen Stevens Point's connections to Rostov Veliky, Russia. Since then we have welcomed many Russian citizens in our community – mayors, students, teachers, tourists, artists, and medical doctors. In like manner, Rostov Veliky has reached out to warmly host individuals and groups visiting from Stevens Point. The last visit in 2012 involved an 11-member delegation to attend Rostov Veliky's 1,150th anniversary of its founding. This fall 2015, our city will host our 4th Open World delegation from Rostov Veliky to study together environmental problems common to all. Open World is an agency funded by Congress through the US Library of Congress.

People-to-people, we seek to engage in dialogue and activities around important issues of our time – our environment, medical systems, education, the arts. Established during the Cold War, it was and continues to be our mission to seek to understand each other across cultural differences. The Cultural Commons' gardens, mini-amphitheater and labyrinth will celebrate and broaden our past efforts and be a visible sign throughout our community of our mission of international understanding, peace and friendship.

Sincerely,


Susan Zach


Maia Johnson

Co-chairs of the Russian Sister City Project

[facebook.com/sistercityfriends](https://www.facebook.com/sistercityfriends)

The Sister City Project





WISCONSIN/NICARAGUA
Partners of the Americas, Inc.

Board of Directors

Executive Committee
Dr. Brad Martin, Pres.
Whitehall

Linda Weber, V. Pres.
Appleton

Lorraine Danczyk, Sec.
Stevens Point

Keith Roeske, Treas.
Stevens Point

Tom Ordens
Stevens Point

Board Members
Willard Davidson
Eau Claire

Jim Krohelski
Mosinee

Betty Pionek
Stevens Point

Dixie Thoyre
Appleton

Dennis Tlachac
Stevens Point

September 28, 2015

Working Together, We make a Difference!

Dear Stevens Point Mayor Mike Wiza and City Officials,

Through this letter, we would like to express that the Stevens Point/Estelí Partner City group, formed under the Wisconsin/Nicaragua Partners chapter (W/NP) has been and will continue to participate and work with the local Polish and Russian Sister City groups and the Rotary Club of Stevens Point on the proposed Cultural Commons project.

During the 1960's, President Kennedy had the vision of people in the Americas working together, his ideas formed what is known today as Partners of the Americas. In 2015 W/NP will celebrate 50 years of people-to-people activities, proudly noting JFK's vision continues to be a reality. The Cultural Commons project is yet another example of people in the community coming together and creating plans for the benefit of others. The primary beneficiaries of the Stevens Point/Estelí Partner City projects are the people of Nicaragua, while a parallel impact occurs in Stevens Point as volunteers through participation in program development and collaborative efforts support the programs and acquire an appreciation for the value of helping and educating others. A vital mutual, and reciprocal relationship exists between Stevens Point and Estelí, Nicaragua, where people come to realize we need each other to achieve the outcomes that will ultimately affect thousands of people in need.

Providing continuing educational opportunities for youth and adults is a major component of our programs, and we are excited Stevens Point will have a physical place where people of all ages are welcome to learn about other cultures while experiencing an increased appreciation of their own local culture and heritage. Building cultural awareness among our youth is a worthy investment. For local students seeking to complement their education with international involvement, the park will provide a variety of avenues that can be further explored according to interest. The Cultural Commons garden incorporates experience and education across a broad spectrum bringing a fresh perspective to the emphasis of volunteering, taking action and being involved in one's community.

We believe the project has important and useful objectives for the continued development of our communities, we are fully committed to working with the community and collaborators for its implementation, and we firmly support the mission to inspire, encourage and acknowledge the growth of international relationships and opportunities.

Sincerely,

Dr. Brad Martin, W/NP President

Mary Vils, Chairperson, Stevens Point/Estelí Partner City

Amy L. Wiza, Executive Director, W/NP

Administrative Staff Report

Boys and Girls Club

Sign Variance Request

2442 Sims Ave./1000 Minnesota Ave.

October 5, 2015

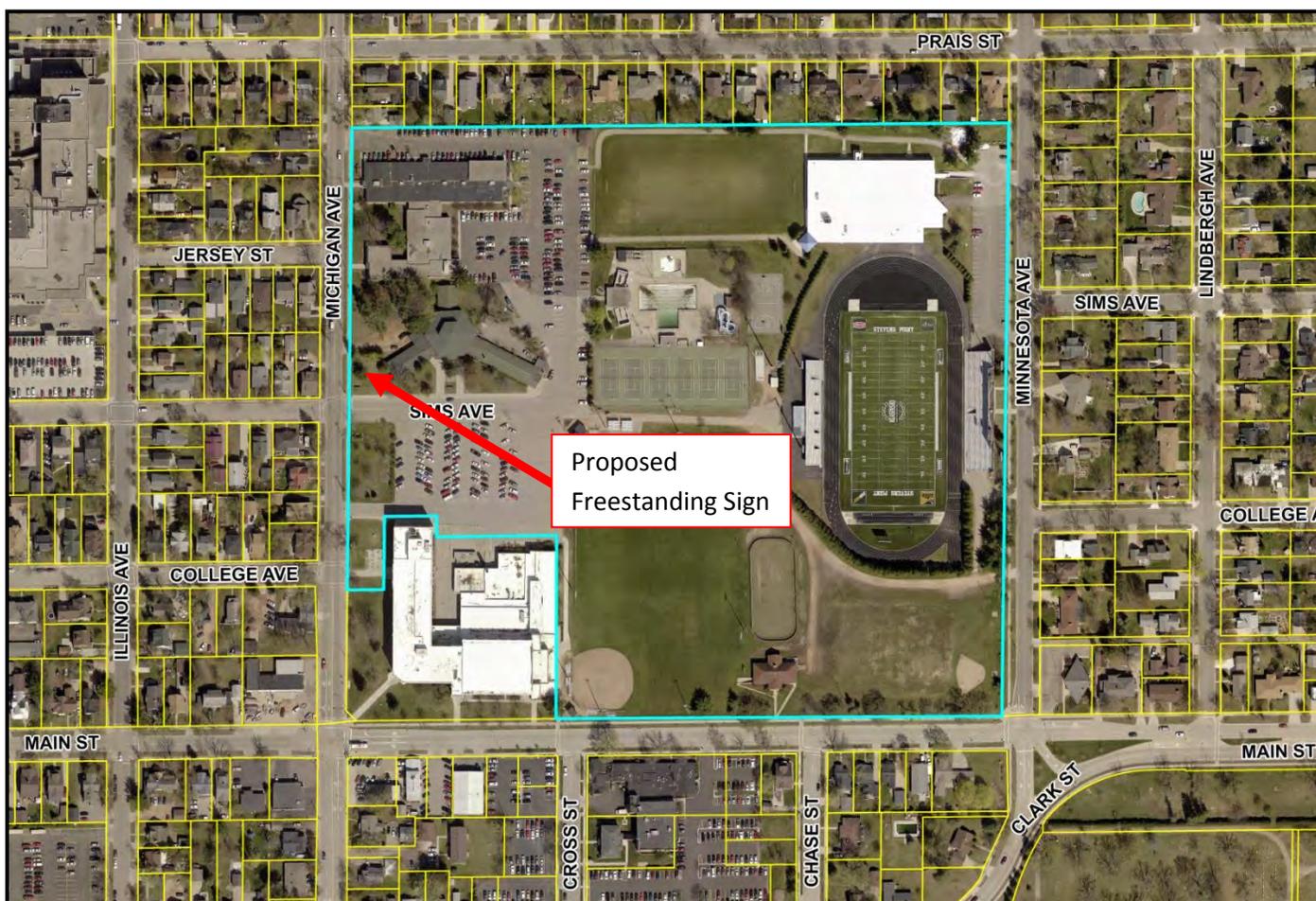


Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> Bailey Bushman, Representing the Boys and Girls Club <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"> 2408-33-2001-05 <p>Zone(s):</p> <ul style="list-style-type: none"> "R-2" Single Family Residence District <p>Master Plan:</p> <ul style="list-style-type: none"> Institutional / Government <p>Council District:</p> <ul style="list-style-type: none"> District 2 - Mrozek <p>Lot Information:</p> <ul style="list-style-type: none"> Frontage (feet): 2,872 Depth (feet): 1,256 Square Footage: 1,287,312 Acreage: 29.55 <p>Current Use:</p> <ul style="list-style-type: none"> Mixed Use: Office, Recreation, & Education/Institutional <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 25.04(5) and 25.14 	<p>Request</p> <p>Request from Bailey Bushman, representing the Boys and Girls Club, for a sign variance to construct a freestanding sign exceeding the quantity requirements and having an electronic message center at 2442 Sims Avenue / 1000 Minnesota Avenue (Parcel ID 2408-33-2001-05).</p> <p>Attachment(s)</p> <ol style="list-style-type: none"> Application Sign Rendering <p>Findings of Fact</p> <ol style="list-style-type: none"> The property is within the "R-2" Single Family Residence District. One freestanding sign is allowed at a maximum size of 20 square feet for clubs. Such sign may be illuminated, but not flashing. Freestanding signs shall not exceed 5 feet in height within the R-2 District. The proposed freestanding sign is 5 feet high, approximately 16 square feet and includes an electronic message center. Sign variances can be granted from certain requirements of the sign ordinance, subject to plan commission review and common council approval. <p>Staff Recommendation</p> <p>Approve the sign variance subject to the following conditions:</p> <ol style="list-style-type: none"> The sign height shall not exceed 5 feet. The sign size shall not exceed 20 square feet in area. A landscape base at least 30 square feet in size shall be installed around the sign. Landscaping shall be approved by community development department staff. The design and materials of the sign shall complement the design and materials on the Boys and Girls Club Building. Option 1 as indicated below shall be pursued for internal sign illumination where only the letters and logo are illuminated. <div style="text-align: center; border: 2px solid black; padding: 10px; margin-top: 20px;">  <p>BOYS & GIRLS CLUB OF PORTAGE COUNTY, INC.</p> <p style="font-size: 1.5em; color: yellow;">12" H X 6' W</p> <p style="font-size: 1.5em; color: yellow;">DIGITAL DISPLAY</p> </div>
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6. The illumination of the sign shall be limited to the hours of operation of the Boys and Girls Club, or 7:00AM – 9PM, whichever is more stringent.
7. Electronic message center guidelines below shall be followed:
 - a. Electronic message center hours of operation shall match the operational hours of the Boys and Girls Club, or 7:00AM – 9PM, whichever is more stringent.
 - b. All message center display, including text and photographs shall have a display time of a minimum of 20 seconds
 - c. All message center display, including text and photographs shall not flash or scroll for any period or interval.
8. The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements.
9. Applicable building permits shall be obtained.
10. Minor modifications may be approved by staff.

Vicinity Map



Background

Bailey Bushman, representing the Boys and Girls Club is requesting a sign variance to install a new freestanding sign that includes an electronic message center. A new building to house the Boys and Girls Club is being constructed on the Goerke Park campus. Size and height requirements for the sign are met however, flashing signs are not permitted within the zoning district. The applicant has indicated the willingness to create guidelines for the signs use, such as sign

hours of operation, longer read times, and no flashing. Furthermore, this will be the fifth freestanding sign on the property, since it is one parcel. The current signs include two park and recreation signs, one PJs sign, and a sign at the former MSTC building.

Freestanding Sign

- Material: Double sided polycarbonate faces with revers cut translucent 3M vinyl monochrome amber watchfire 19MM LED display.
- Sides: 2 sides
- Height: 5 feet
- Size: Cabinet – Approx. 16 sq. ft.
- Design: "Boys & Girls Club of Portage County, Inc." + Electronic Message Center
- Lighting: Internally Illuminated – Two options presented (See attached rendering)

Chapter 25, Uniform Sign Ordinance states the following relating to freestanding signs within the "R-2" Single Family Residence District:

Section 25.04 (5)(E)

E. REQUIREMENTS FOR NON-RESIDENTIAL IDENTIFICATION SIGNS

1. One freestanding identification sign, not to exceed 20 square feet in area, is allowed for churches, schools, hospitals, sanitariums, clubs, libraries or similar public and institutional uses and one freestanding identification sign not to exceed 60 square feet in area is allowed for national and state armed services and national guard purposes. Such sign shall be for the purpose of displaying the name of the institution and its activities or services. Such sign may be illuminated, but not flashing.

Standards of Review

In obtaining a permit, the applicant may submit an appeal to the common council for a variance from certain requirements of this ordinance. The plan commission shall provide a recommendation to the common council when a variance is requested. A variance may be granted by the common council where the literal application of the ordinance would create a substantial hardship for the sign user and the following criteria are met:

- 1) A literal application of the ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.**

Analysis: As the ordinance indicates above, only one freestanding identification sign, not to exceed 20 square feet in area, at a height of 5 feet, is allowed. Furthermore, no flashing signs are allowed. The proposed electronic message center has the capability to flash text and/or pictures. The applicant has indicated that the message center will significantly assist in promote the organization and events.

The property is very large at nearly 30 acres and several buildings and large parking areas exist on site, along with associated recreational fields and equipment. Multiple uses exist on the property in separate buildings.

Findings: In conclusion, staff has identified no unnecessary hardship on the property in relation to the requested flashing electronic message center. While the property is uniquely large with several uses, a stationary freestanding sign should promote the property adequately. Furthermore, staff understands the

applicant’s pursuit of an electronic message center as it has greater potential of marketability and display capabilities. Therefore, if the message center does not flash pictures and text repeatedly within short intervals the ordinance may be met. Upon review, the ordinance prohibiting flashing signs in the district is to protect the residential neighborhood characteristics. As residential homes exist directly adjacent to the property and across from the proposed sign the ordinance shall be enforced. If approved, staff would recommend the following electronic message center guidelines to ensure no flashing occurs and to protect the residential neighborhood:

Electronic message center guidelines below shall be followed:

- a. Electronic message center hours of operation shall match the operational hours of the Boys and Girls Club, or 7:00AM – 9PM, whichever is more stringent.
- b. All message center display, including text and photographs shall have a display time of a minimum of 20 seconds
- c. All message center display, including text and photographs shall not flash or scroll for any period or interval.

2) The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.

Analysis: The majority of the surrounding properties are residential in nature. Directly east, west, and north of the property exists primarily single family uses. Small office and commercial uses exist south of the property. Signage currently exists for multiple uses on the property, along the same right-of-way within the block between Main Street and Prais Street

Findings: The granting of the requested variance should not be detrimental to the surrounding properties if the guidelines above are followed. In addition, staff would recommend the first internally illuminated option as seen below in order to minimize light intrusion onto other properties. Furthermore, given the quality design and materials of the building, staff would recommend that the design of the sign complement the materials (stone and/or brick) of the Boys and Girls Club building. In addition staff would recommend the sign base be landscaped with vegetation.



3) Hardship caused the sign user under a literal interpretation of the ordinance is due to conditions unique to that property and does not apply generally to the city.

Analysis: Once again, the property's large size, multiple uses and buildings, along with parking and shared ingress/egress create a somewhat unique situation. Furthermore, while no uses are residential in nature, the property is zoned residential as it is within a residential neighborhood and therefore subject to more strict sign regulations to ensure the health and wellbeing of the neighborhood. The property is unique in itself as it draws hundreds of students, patrons, faculty, etc. daily, as well as many others whom utilize the recreational uses.

Findings: The unique situation is not seen greatly throughout the city, especially not on such a large property. As mentioned above however, marketability for the applicant can be achieved through the construction of a sign meeting the guidelines. Therefore, staff would consider the proposed electronic message center a non-flashing sign if the above guidelines were instituted.

4) The granting of the variance would not be contrary to the general objectives of this ordinance.

Analysis: The purpose of these sign regulations are: to encourage the effective use of signs as a means of communication in the City of Stevens Point (hereinafter referred to as the city); to maintain and enhance the beauty and unique character and enhance the aesthetic environment of the city by eliminating visual blight; to enhance the city's ability to attract sources of economic development and growth; to protect pedestrians and motorists of the city from damage or injury caused or partially attributable to the distractions and obstructions which are hereby declared to be caused by improperly sized or situated signs; to minimize the possible adverse effect of signs on nearby public and private property; to promote the public safety, welfare and convenience, and enjoyment of travel and the free flow of traffic within the city; and to provide a uniform sign ordinance between the City of Stevens Point, Village of Plover and Portage County.

Findings: The proposed freestanding sign itself should not be detrimental to the area or cause safety concerns if the staff recommendations are accepted. The sign totals approximately 16 square feet and should assist in improving the aesthetics of the area and property. Based on the findings above and discussed in previous analysis the granting of the variance should not be contrary to the general objectives of the sign ordinance.

In granting a variance, the plan commission may attach additional requirements necessary to carry out the spirit and purpose of this ordinance in the public interest.

When taking into consideration the above findings regarding the sign variance, staff would recommend approving the sign. Furthermore, staff would recommend approval based on the conditions identified on page one.

Photos



Looking Southeast



Looking Northeast



APPLICATION FOR A SIGN VARIANCE

(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				Sign Variance (check all that apply)	Height	<input type="checkbox"/>	Size	<input type="checkbox"/>	Quantity	<input type="checkbox"/>	Other	<input type="checkbox"/>

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name		Contact Name	
Address		Address	
City, State, Zip		City, State, Zip	
Telephone		Telephone	
Fax		Fax	
Email		Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input 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
Legal Description of Subject Property		
Current Use of Property		Current Zoning of Property
Will adhering to the Sign Ordinance create a demonstrated practical difficulty or unnecessary hardship to the property? Please provide a detailed description of your request and reasoning with your answer. (Use additional pages if necessary)		

Would the granting of the variance be materially detrimental to the property owners in the vicinity? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

--

Does the property have unique property characteristics that cause a hardship to the sign user under a literal interpretation of the Sign Ordinance? If yes, please describe the unique property characteristics. (Use additional pages if necessary)

--

Would the granting of this variance be contrary to the general objectives of the Sign Ordinance? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

--

Current Zoning Surrounding Subject Property

North:		South:	
East:		West:	

Current Land Use Surrounding Subject Property

North:		South:	
East:		West:	

EXHIBITS

Letter to District Alderperson	<input type="checkbox"/>	Additional Exhibits If Any:
Map / Site Plan (designating location of the sign(s))	<input type="checkbox"/>	
Sign Rendering(s) (includes sign dimensions, size & graphics)	<input type="checkbox"/>	

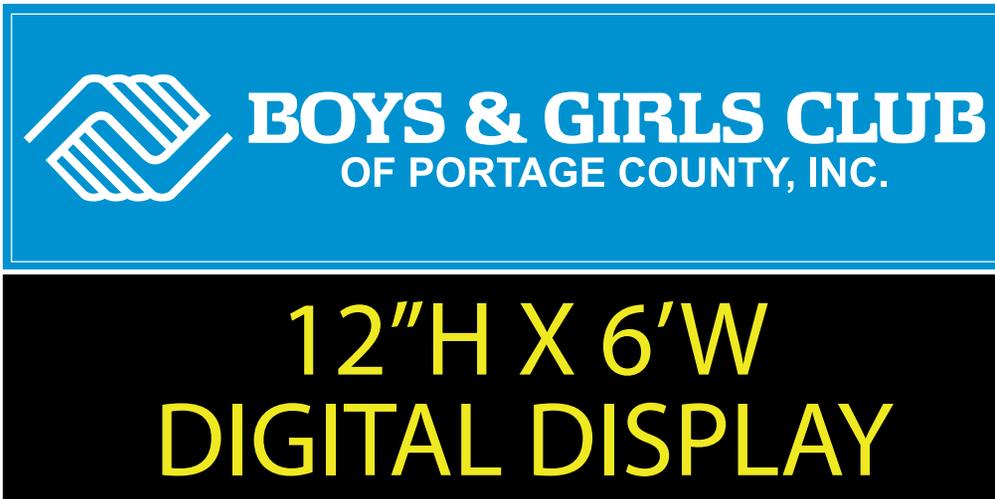
CERTIFICATION AND SIGNATURE

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.

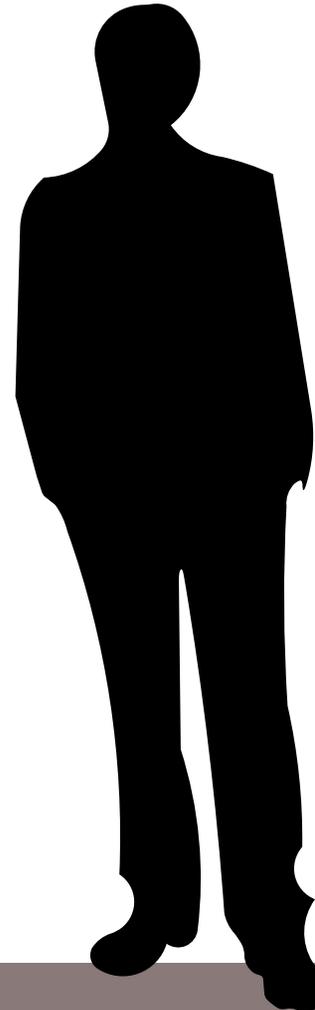
Signature of Applicant	Date	Signature of Property Owner(s)	Date

DOUBLE SIDED MONUMENT SIGN - OVERALL HEIGHT @ 5 FT.

20"H X 6'3"W X 18"D TOP ILLUMINATED ID CABINET
DOUBLE SIDED POLYCARBONATE FACES W/ REVERSE CUT TRANSLUCENT 3M VINYL
MONOCHROME AMBER WATCHFIRE 19MM LED DISPLAY



36"x24" x 18" aluminum pole cover

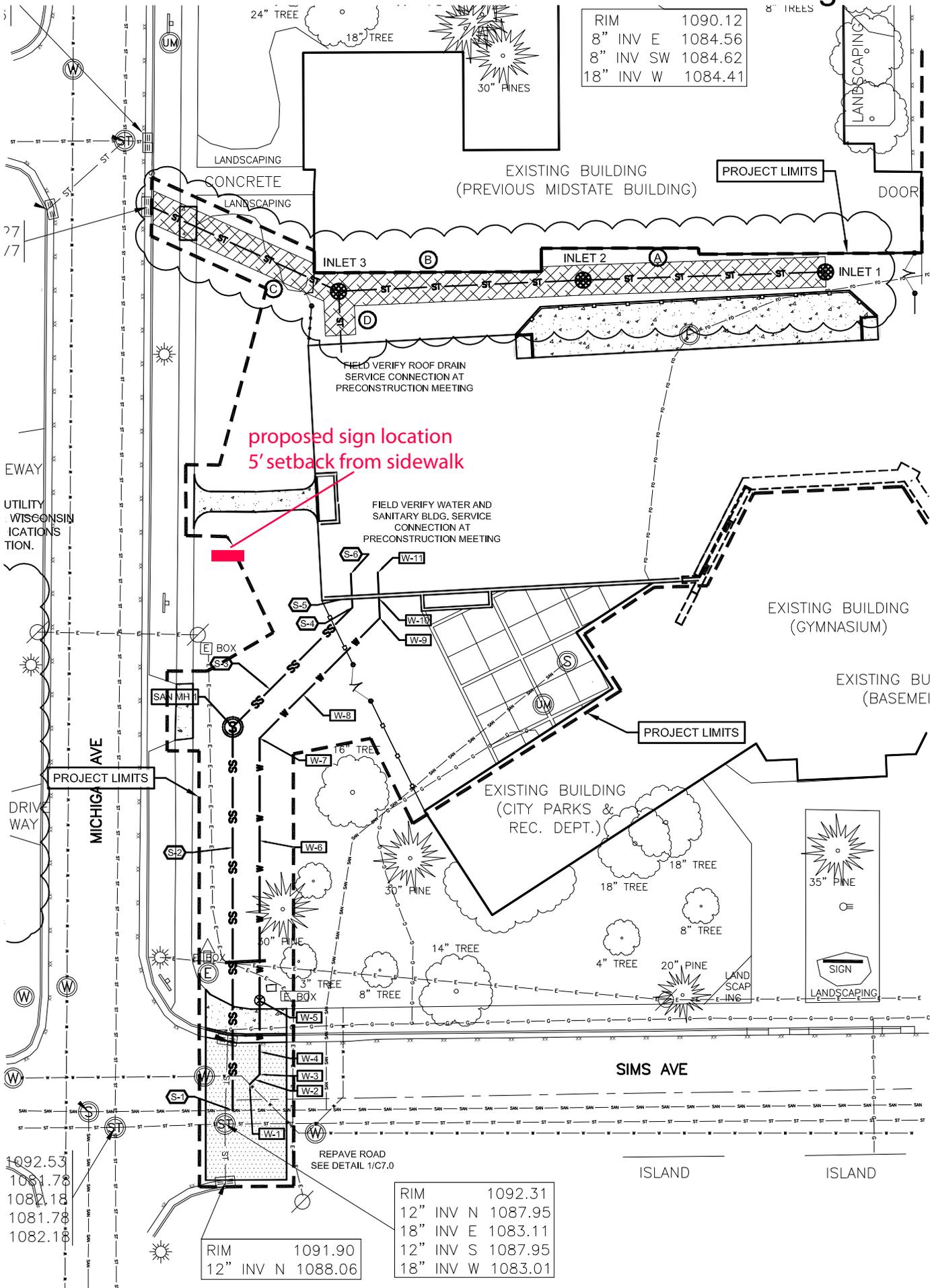


12"H X 6'W
DIGITAL DISPLAY

ILLUMINATION OPTIONS



12"H X 6'W
DIGITAL DISPLAY



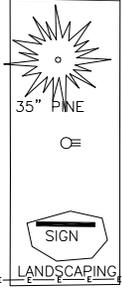
RIM	1090.12
8" INV E	1084.56
8" INV SW	1084.62
18" INV W	1084.41

RIM	1091.90
12" INV N	1088.06

RIM	1092.31
12" INV N	1087.95
18" INV E	1083.11
12" INV S	1087.95
18" INV W	1083.01

1092.53
1081.78
1082.18
1081.78
1082.18

proposed sign location
5' setback from sidewalk



OVERALL SIZE - 17.5 SQ. FT

overall dimensions 32"H x 79"W

logo 21 "H X 13"W

BOYS & GIRLS CLUB text 5.6"H

OF PORTAGE CO text 3.8"H

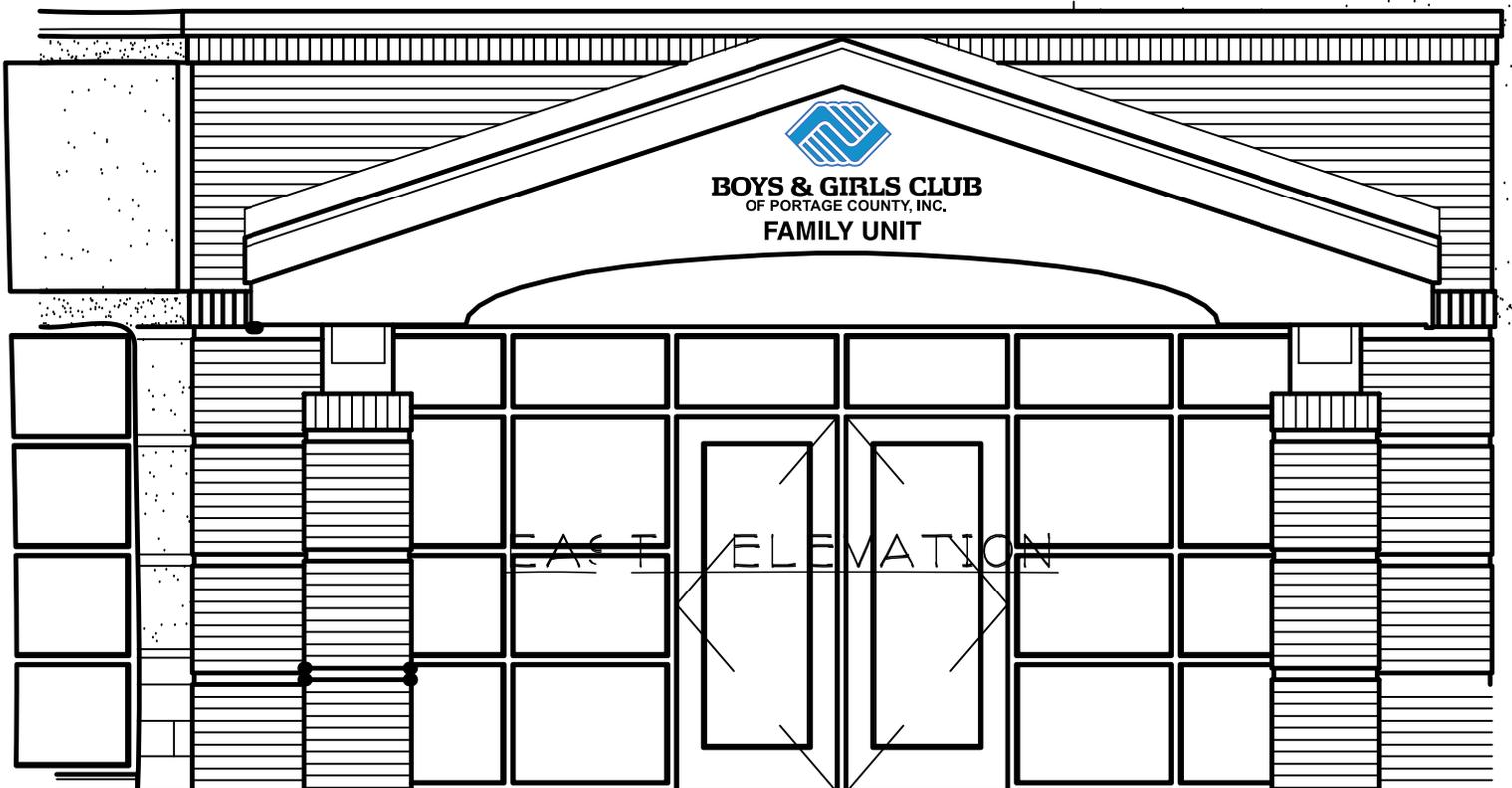
FAMILY UNIT 5"H



BOYS & GIRLS CLUB

OF PORTAGE COUNTY, INC.

FAMILY UNIT



Administrative Staff Report

Point of Discovery School

Sign Variance Request

1900 West Zinda Drive

October 5, 2015



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> Chris Fish (Graphic House, Inc.), representing Point of Discovery School <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"> 2408-31-4008-01 <p>Zone(s):</p> <ul style="list-style-type: none"> "R-2" Single Family Residence District <p>Master Plan:</p> <ul style="list-style-type: none"> Institutional / Government <p>Council District:</p> <ul style="list-style-type: none"> District 9 - McComb <p>Lot Information:</p> <ul style="list-style-type: none"> Frontage (feet): 1,320 Depth (feet): 743 Square Footage: 983,270 Acreage: 22.57 <p>Current Use:</p> <ul style="list-style-type: none"> Institutional / Government (High School) <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 25.04(5) and 25.14 	<p>Request</p> <p>Request from Chris Fish (Graphic House, Inc.), representing Point of Discovery School, for a sign variance to construct a wall sign exceeding the size requirement at 1900 West Zinda Drive (Parcel ID 2408-31-4008-01), formerly Jackson School.</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Application Sign Rendering <p>Findings of Fact</p> <ul style="list-style-type: none"> The property is within the "R-2" Single Family Residence District. One wall identification sign is allowed for schools not to exceed 20 square feet in area. The proposed wall sign is approximately 60 square feet. Sign variances can be granted from certain requirements of the sign ordinance, subject to plan commission review and common council approval. <p>Staff Recommendation</p> <p>Approve the sign variance subject to the following conditions:</p> <ol style="list-style-type: none"> The sign size shall not exceed 60 square feet in area. The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements. Applicable building permits shall be obtained. Minor modifications may be approved by staff.
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Vicinity Map



Background

Chris Fish (Graphic House, Inc.), representing the Point of Discovery School is requesting a sign variance to install a new wall sign exceeding the size requirement within the R-2 Zoning District. The building was formerly utilized as Jackson School and most recently has been used for office space and storage. A new use, Point of Discovery School, is a unique charter school with hands-on learning as its focus and will occupy the building. Multiple uses will likely remain at the facility given its large size. The applicant has indicated uses at the facility will involve dropping off and picking up students, as well as, hosting community events, therefore creating a need for new signage. Wall sign details have been provided below and are similar to previous non-illuminated individual letter signage identifying Jackson Elementary School.

Wall Sign

- Material: Flat White Aluminum Individual Letters
- Sides: 1 sided
- Height: Individual Letters = 18 inches, Total Sign = 6 feet 5 inches
- Size: Individual Letter – Approx. 60 sq. ft.
- Design: "Point of Discovery School"
- Lighting: Non-lit

Note that an approximate 40 square foot wall sign exists on the buildings south east façade to market the Professional Development Center. Additionally, a freestanding sign exists which received a face change to market the Point of Discovery School (see photos on page 5).

Chapter 25, Uniform Sign Ordinance states the following relating to wall signs within the "R-2" Single Family Residence District:

Section 25.04 (5)(E)

E. REQUIREMENTS FOR NON-RESIDENTIAL IDENTIFICATION SIGNS

1. One freestanding identification sign, not to exceed 20 square feet in area, is allowed for churches, schools, hospitals, sanitariums, clubs, libraries or similar public and institutional uses and one freestanding identification sign not to exceed 60 square feet in area is allowed for national and state armed services and national guard purposes. Such sign shall be for the purpose of displaying the name of the institution and its activities or services. Such sign may be illuminated, but not flashing.

2. In Addition, one wall identification sign is allowed and shall not exceed 20 square feet in area. In cases where the wall sign is located on a high school and is to be located more than 100 feet from the right of way, the Common Council may allow a wall identification sign larger than 20 square feet after consideration is given to the amount of traffic generated, the legibility requirement, the proportions of the sign and building, and the impact to neighboring properties. Such sign may be illuminated but not flashing.

Standards of Review

In obtaining a permit, the applicant may submit an appeal to the common council for a variance from certain requirements of this ordinance. The plan commission shall provide a recommendation to the common council when a variance is requested. A variance may be granted by the common council where the literal application of the ordinance would create a substantial hardship for the sign user and the following criteria are met:

1) A literal application of the ordinance would result in a demonstrated practical difficulty or unnecessary hardship to the property.

Analysis: As the ordinance indicates above, one wall identification sign, not to exceed 20 square feet in area, is allowed, unless a building setback greater than 100 feet exists. The building is setback approximately 220 feet. The property is very large at over 20 acres, and a large parking area exists between the building and right-of-way. The right-of-way is West Zinda Drive which is primarily utilized by residential traffic. A 40 foot wall sign currently exists to promote another use within the facility. The proposed signage will match that of the existing sign.

Findings: Given the property size, and building setback, it may be difficult to adequately promote the property with a 20 square foot wall sign. Furthermore, with multiple uses within the building, the maximum sign size requirement will make it difficult to promote all uses within the facility. Therefore, a practical difficulty may exist, and a larger sign may be warranted for the new use.

2) The granting of the requested variance would not be materially detrimental to the property owners in the vicinity.

Analysis: The majority of the surrounding properties are residential in nature. Specifically, a residential neighborhood exists to the south and east of the site.

Findings: When analyzing the road and neighborhood, it is evident that through traffic likely does not transect the neighborhood. Patrons of the school however may proceed into the southern neighborhoods without adequate signage. The granting of the requested variance should not be detrimental to the surrounding property owners, as it is very subtle and non-illuminated.

3) Hardship caused the sign user under a literal interpretation of the ordinance is due to conditions unique to that property and does not apply generally to the city.

Analysis: Once again, the property's large size, and building setback, may make it difficult for a wall identification sign meeting the ordinance requirement of 20 square feet. Furthermore, as schools are primarily in residential areas, zoning is residential, which has more strict sign regulations to ensure the health and wellbeing of the neighborhood. The school is unique in itself as it will likely draw several students and faculty daily, as well as more patrons for school events and activities. A church is another closely related use found in residential zoning districts, however most churches do not occupy as much land.

Findings: The unique situation is not seen greatly throughout the city, especially not on such a large property with a building also setback 220 feet. Regarding the sign size, a sign meeting the 20 square foot size requirement may not adequately identify the facility. Therefore, staff would recommend the sign not exceed 60 square feet in size as indicated on the submitted rendering.

4) The granting of the variance would not be contrary to the general objectives of this ordinance.

Analysis: The purpose of these sign regulations are: to encourage the effective use of signs as a means of communication in the City of Stevens Point (hereinafter referred to as the city); to maintain and enhance the beauty and unique character and enhance the aesthetic environment of the city by eliminating visual blight; to enhance the city's ability to attract sources of economic development and growth; to protect pedestrians and motorists of the city from damage or injury caused or partially attributable to the distractions and obstructions which are hereby declared to be caused by improperly sized or situated signs; to minimize the possible adverse effect of signs on nearby public and private property; to promote the public safety, welfare and convenience, and enjoyment of travel and the free flow of traffic within the city; and to provide a uniform sign ordinance between the City of Stevens Point, Village of Plover and Portage County.

Findings: The proposed sign itself should not be detrimental to the area or cause safety concerns along West Zinda Drive. In fact, it should assist in ensuring patrons of the school do not continue along West Zinda Drive into established residential neighborhoods. Based on the findings above and discussed in previous analysis the granting of the variance should not be contrary to the general objectives of the sign ordinance.

In granting a variance, the plan commission may attach additional requirements necessary to carry out the spirit and purpose of this ordinance in the public interest.

When taking into consideration the above findings regarding the sign variance, staff would recommend approving the sign, as practical difficulties do exist due to the unique property. Furthermore, staff would recommend approval based on the conditions identified on page one and the ordinance outlined in Chapter 25.04(5) which allows larger signs on properties that have large setbacks.

Photos



Existing Freestanding Sign



View Looking West



View Looking West



Proposed Wall Sign Location



Existing Wall Sign



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 SIGN VARIANCE

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	—	Date Submitted	—	Fee Required	150.00	Fee Paid	150.00	
Associated Applications if Any	—			Assigned Case Manager	Kyle Kearns			
Pre-Application Conference Date	—			Sign Variance (check all that apply)	Height <input type="checkbox"/>	Size <input checked="" type="checkbox"/>	Quantity <input type="checkbox"/>	Other <input type="checkbox"/>

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	GRAPHIC HOUSE, INC	Contact Name	CHRIS FISH
Address	9204 PACKER DR	Address	
City, State, Zip	WAUSAU, WI 54401	City, State, Zip	
Telephone	715.842.0402	Telephone	715.321.0607
Fax		Fax	
Email		Email	chrisfish@graphichouseinc.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	STEVENS POINT SCHOOL DISTRICT	Owner's Name	DON KECK
Address	3400 WATER ST	Address	
City, State, Zip	STEVENS POINT	City, State, Zip	
Telephone	715.345.5519	Telephone	715.345.5518
Fax		Fax	
Email		Email	dkeck@pointschools.net

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		
1900 WEST ZINDA DR (POINT OF DISCOVER SCHOOL)		
Current Use of Property		Current Zoning of Property
SCHOOL		R-2
Will adhering to the Sign Ordinance create a demonstrated practical difficulty or unnecessary hardship to the property? Please provide a detailed description of your request and reasoning with your answer. (Use additional pages if necessary)		
Yes, as with any of the schools in the Stevens Point School District, they would like to display the name of the school in a size which is proportional to the size of the building. Typically, the letters are around 18" tall (or even larger) when placed on a larger wall (gymnasium wall)		

Would the granting of the variance be materially detrimental to the property owners in the vicinity? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

No, the letters are non-lit, and are actually replacing old, bronze colored letters that read Jackson Elementary School that were about the same size.

Does the property have unique property characteristics that cause a hardship to the sign user under a literal interpretation of the Sign Ordinance? If yes, please describe the unique property characteristics. (Use additional pages if necessary)

Yes, the uniqueness of this property is that it is a school, and not a residence. There will be many visitors and attendees that will go to the school as it is a unique "Charter" school with hands-on learning as it's focus.

Would the granting of this variance be contrary to the general objectives of the Sign Ordinance? Please provide a detailed narrative and reasoning with your answer. (Use additional pages if necessary)

Granting of the variance will not be contrary to the objectives of the sign code. The sign codes are created to allow a reasonable opportunity for businesses and institutions to advertise and mark their locations. Being that the school is located in a residential zone is of course an anomaly to a typical property in this zoning. However, there is still the need to mark, locate, and inform the public of the institutional purpose of this building.

Current Zoning Surrounding Subject Property

North:	R-2	South:	R-2
East:	R-2	West:	C (Conservancy)

Current Land Use Surrounding Subject Property

North:		South:	
East:		West:	

EXHIBITS

Letter to District Alderperson	<input type="checkbox"/>	Additional Exhibits If Any:
Map / Site Plan (designating location of the sign(s))	<input checked="" type="checkbox"/>	
Sign Rendering(s) (includes sign dimensions, size & graphics)	<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
<i>Chris Fish</i>	9/9/15		

GRAPHIC HOUSE

9204 Packer Drive, Wausau, WI 54401 715-842-0402
www.graphichouseinc.com

CLIENT:
SPASH
STEVENS POINT, WI

SALES REP:
CHRIS F

DATE:
8-14-2015

QUOTE NUMBER:
CF-8787

SALES AUTHORIZATION:

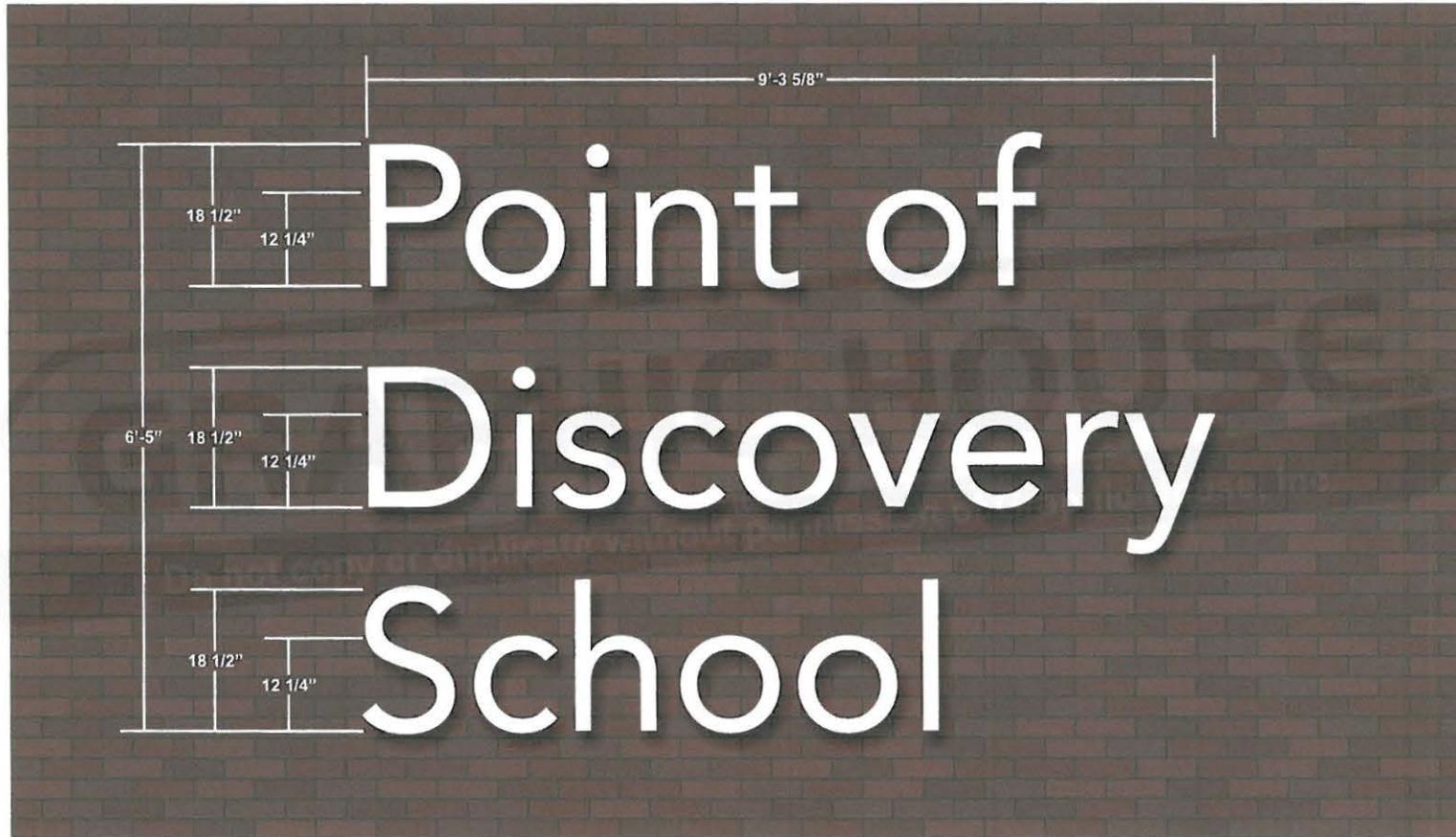
JOB NUMBER:
XXX

REVISION:
0-0-0000

SALES OFFICES: SPASH - STEVENS POINT, DISCOVERY LETTERS
GRAPHIC HOUSE - WISCONSIN

SIGN SPECIFICATIONS

- (1) SET NON-LIT BUILDING LETTERS
- * ALL LETTERS ARE TO BE ROUTED OUT OF FLAT ALUM. PAINTED WHITE
- * ALL LETTERS ARE TO BE STUD MOUNTED FLUSH TO BRICK BUILDING.

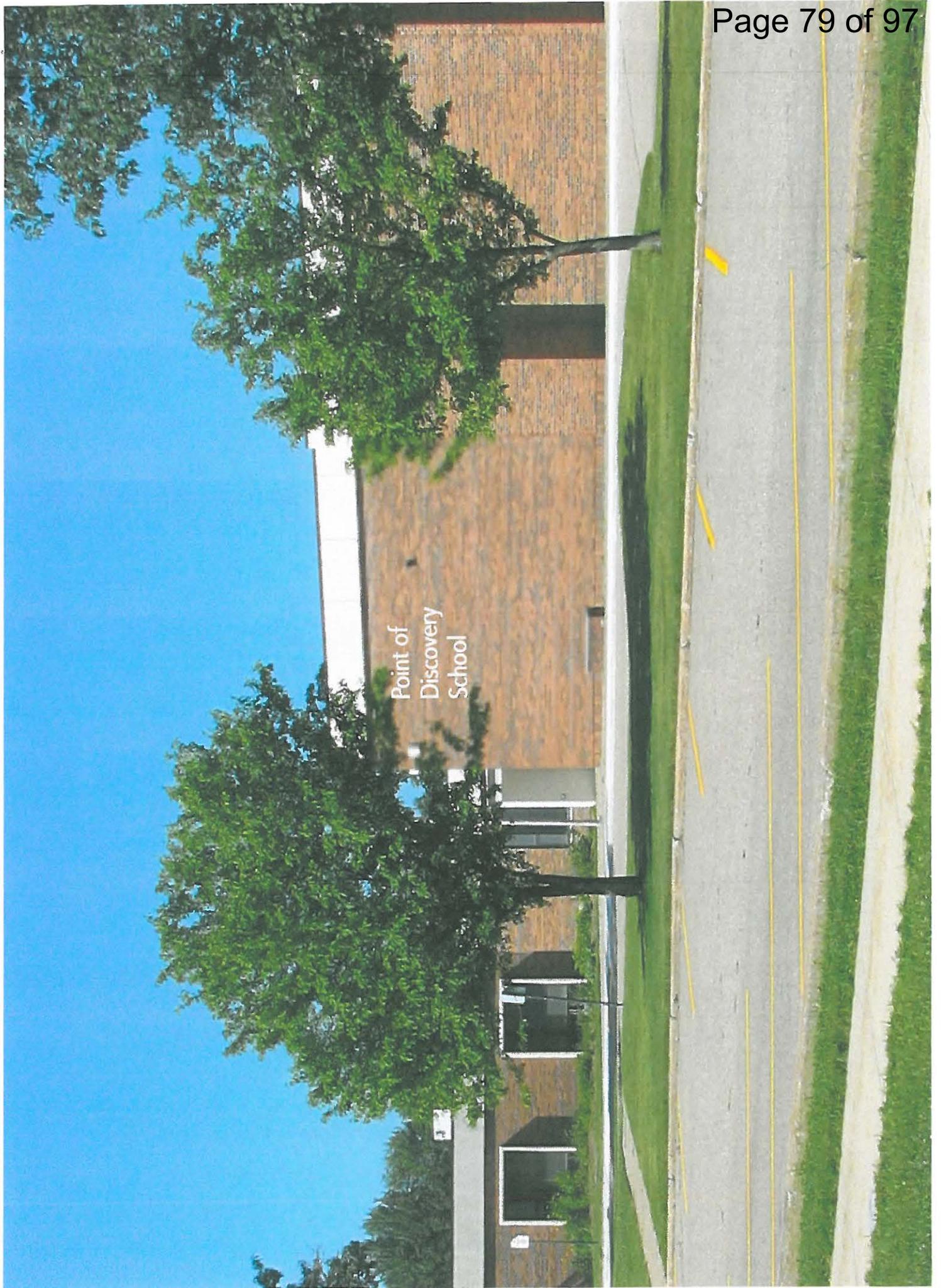


CLIENT HAS IDENTIFIED THE LOCATION IN WHICH THE SIGNAGE IS TO BE INSTALLED. THE CLIENT HAS THE SOLE RESPONSIBILITY FOR THE STRUCTURAL INTEGRITY OF ALL EXISTING STRUCTURES TO SUPPORT THE SIGNAGE.

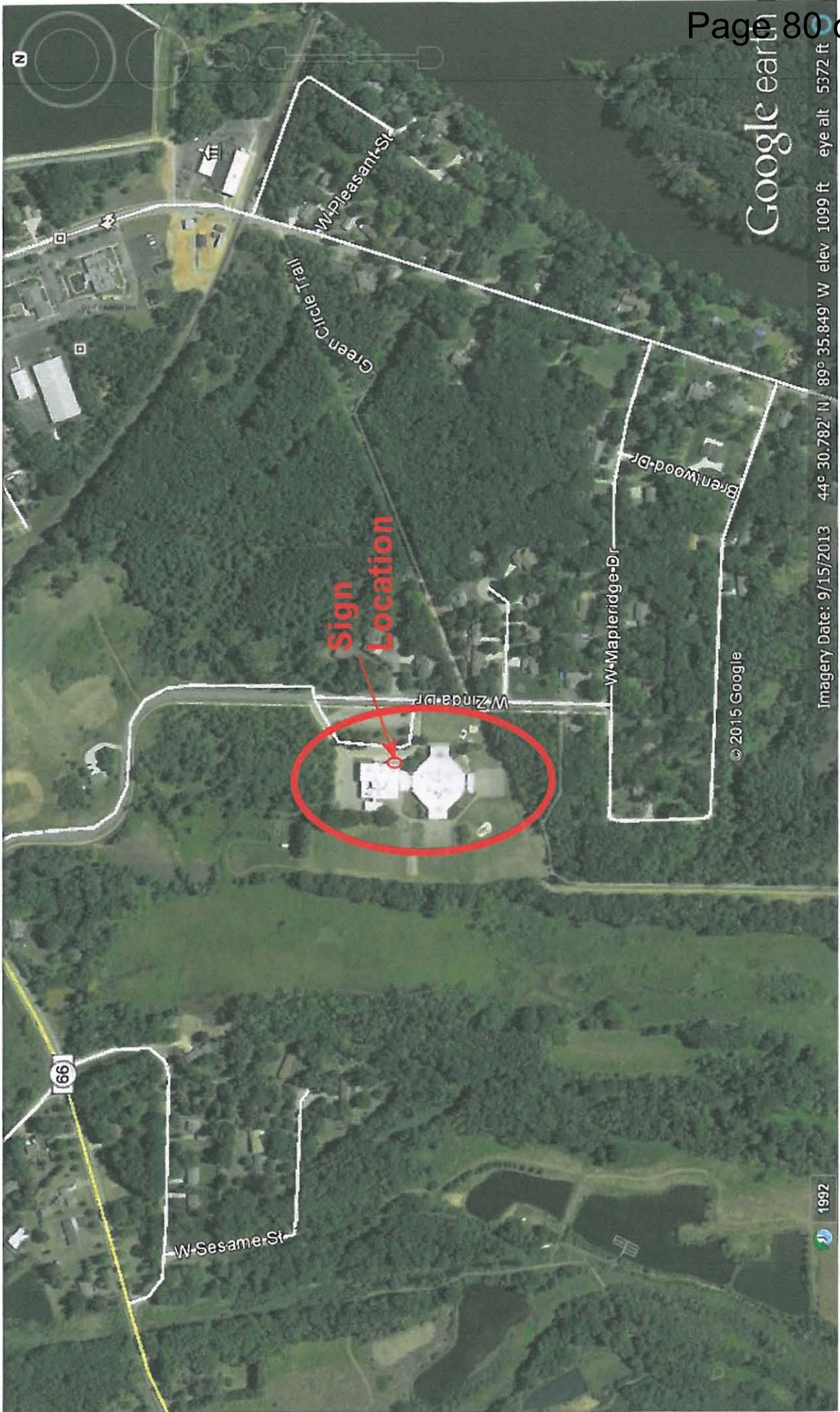
ALL RIGHTS RESERVED. THIS IS AN ORIGINAL DESIGN CREATED BY GRAPHIC HOUSE, INCORPORATED. THE DESIGN IS ORIGINAL AND PROTECTED UNDER COPYRIGHT LAWS OF THE UNITED STATES. TYPE IS CALIBRI STREET CODE. YOU AGREE NOT TO REPRODUCE, PHOTOCOPY, REPOST OR SHARE DIRECTLY OR INDIRECTLY ANY OF THE FOREGOING HEREIN BY YOU, WITH ANY OTHER PARTY NOR WILL YOU FEEL: ANY THIRD PARTY TO DO ANY OF THE FOREGOING WITHOUT THE WRITTEN CONSENT OF GRAPHIC HOUSE, INC. A CATALOGUE OF ALL LETTERS THAT WILL BE OFFERED BY THIS SIGNAGE IS SHOWN IN YOUR PHOTOGRAPH. THIS DOES NOT INCLUDE ANY OTHER COMPANION THAT MAY BE REQUIRED DUE TO COPYRIGHT VIOLATION.

RELEASE AUTH:

DISCLAIMER: THE INK COLORS SHOWN IN THIS RENDERING PRODUCE CONCEPTUAL COLORS & GRAPHICS LOCATIONS ONLY. THE COLORS MAY NOT MATCH THE ACTUAL AUTOMOTIVE PAINTS OR THE PINK COLORS THAT WILL BE USED ON OR IN THE SIGNAGE SHOWN. ALL SIZES, SHAPES, COLORS, ETC. ARE CONCEPTUAL & MAY VARY FROM ACTUAL PRODUCT.



Point of
Discovery
School





Memo

Michael Ostrowski, Director
Community Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
Ph: (715) 346-1567 • Fax: (715) 346-1498
mostrowski@stevenspoint.com

City of Stevens Point – Department of Community Development

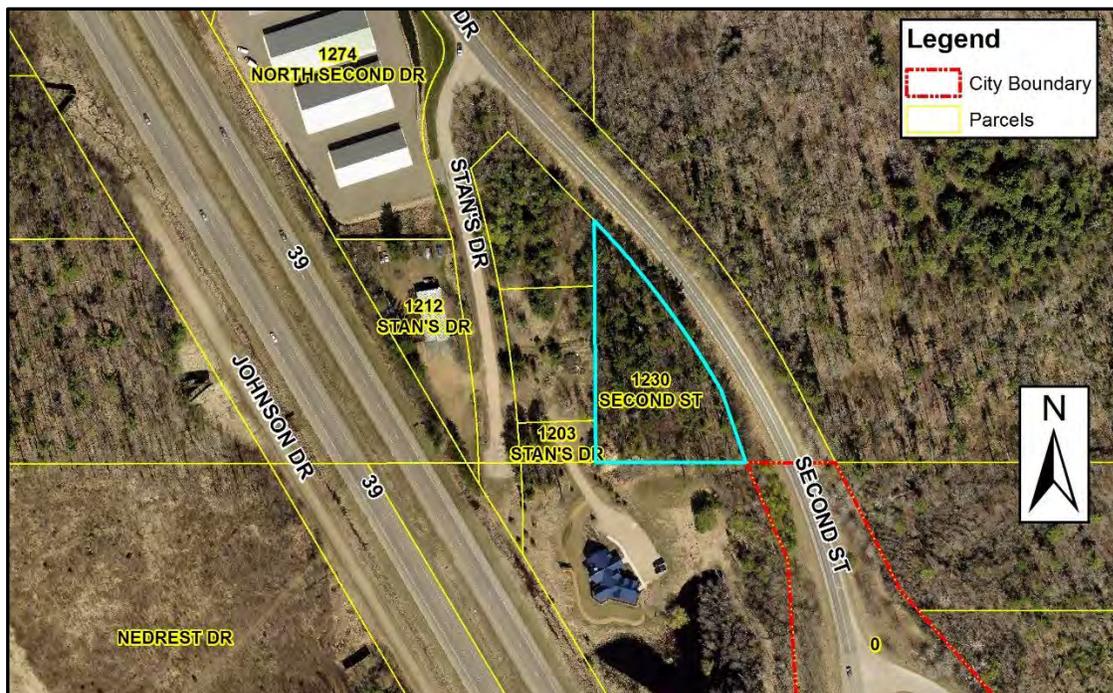
To: Plan Commission
From: Michael Ostrowski and Kyle Kearns
CC:
Date: 9/29/2015
Re: Request from Mark and Roberta Erwin to amend the City of Stevens Point Comprehensive Plan Extraterritorial Land Use Map (Map 8.7A) for the purposes of classifying a future land use designation, Commercial / Office, for 1230 Second Street (County Parcel ID 020-24-0817-12.03).

This request was before the Commission in September in which a motion passed to table the request. It is before the Commission again, as an official motion needs to be made within 30 days of tabling a request, otherwise the Common Council can act on the request without the recommendation from the Plan Commission. Staff has attached a letter from Portage County which summarizes the project. In addition, after talking with Portage County staff, the retention basin has been completed and upon County staff observation near several recent rain events, no runoff has negatively affected neighboring lots.

STAFF MEMO – September 8, 2015

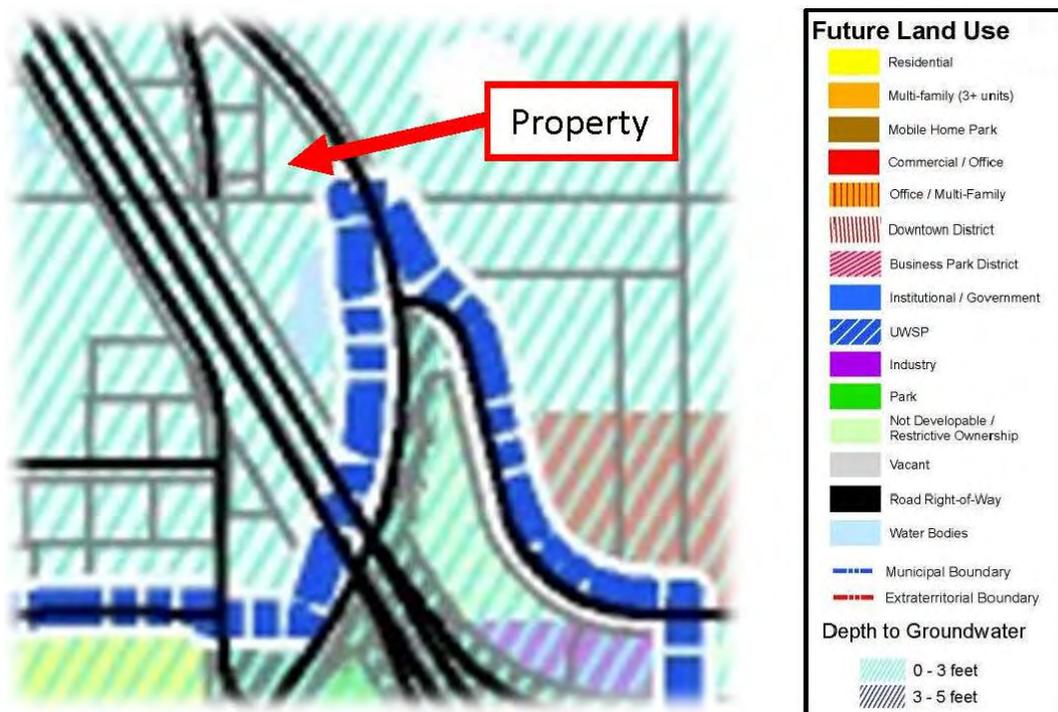
Mark and Roberta Erwin have requested to amend the City's Comprehensive Plan Extraterritorial Land Use Map (Map 8.7a). One parcel is specifically recommended to be included and identified within the extraterritorial growth area. Furthermore, the request is to identify the property's future land use as commercial/office. The map below identifies the property and the future land use categories for growth identified within the vicinity. Lastly, the applicant is requesting the amendment to eventually request annexation of the property. Storage units were recently constructed on the property.

Vicinity Map



Staff has reviewed the request based on two criteria: (1) consistency with the comprehensive plan, and (2) whether the amendment is in the public interest. Below is an analysis of each criteria along with findings of fact relating to the property.

Comprehensive Plan – Map 8.7A



Findings of Fact:

- Existing Use: Mini-Warehouse / Storage
- Surrounding Zoning and Uses:

Direction	Zoning	Use	Future Land Use Designation
North	County Zoning: "C-3" Commercial District	Mini-Warehouse / Storage	None
South	"R-5" Multiple Family 2 District & "B-4" Commercial District	Residential Homes, Business & Recreation	Commercial
East	County Zoning: "C-3" Commercial District & "A-4" General Agriculture	Vacant Forest Land	Residential, Park, and Institutional / Government
West	County Zoning: "C-3" Commercial District & "R-2" Single Family Residence District	Vacant Land and Residential Homes	None

- No utilities exist or are planned to serve the property.
- Property access is from North Second Street.
- The property is near Interstate 39.
- The request includes amending the extraterritorial future land use map within the comprehensive plan to include and identify a use for the property, identified above, specifically a future land use designation of commercial/office/multi-family.

1. Is the proposed amendment in the public interest?

Analysis: The parcel was vacant until recently, upon which the applicant has constructed mini-warehouse storage units. Development on the site is not fully complete, as drainage basins are in the process of being constructed. The property is directly adjacent to other commercial development within the Town of Hull. Furthermore, it is in close proximity to Interstate 39, and borders the City boundary to the south. The applicant has stated interest in eventually annexing to have all applicant owned property within the City. Lastly, the property falls within the City’s extraterritorial growth boundary, but has not been identified in the extraterritorial land use area.

Findings: Upon review of the Comprehensive Plan and Map 8.7a, the subject property and area around the property were likely not identified as a future growth area due to the limited likelihood of extending utilities. In order to do so, utilities need to cross the interstate or come from several thousand feet from the east. Additionally, several wetlands exist within the area which would significantly inhibit development on some of the vacant land. While some land is suitable for development, the limitations above likely prevented certain areas north of the City boundary to be identified as future growth. Given the close proximity to the interstate and adjacency to the Wisconsin River, as well as several developable acres, some areas to the north were included as future growth. With that being said, the Comprehensive Plan update effort is currently underway which will include performing further analysis of the overall area. Future land use designations and boundaries will likely expand during the update to adapt to changing development trends, land use patterns, natural features, etc. With a mixture of surrounding land somewhat developed and the City boundary directly adjacent to the subject property, the request seems appropriate.

2. Is the proposed amendment consistent with the remainder of the plan?

Analysis: The property in question has no future land use designation, see narrative above. There are several goals, objectives, and policies within the comprehensive plan that relate to this type of situation, including: protecting of natural areas, minimizing conflicts between adjacent land uses, and enhancing corridors.

Findings: The odd part about this request is that typically an amendment to the future land use map and annexation occur prior to a property being developed, which is not the case with this situation.

In regards to this request, the area along the interstate is not exactly the most suitable location for a residential type development due to the traffic and noise concerns. Therefore, a limited commercial operation may be more suited for this area, along with some other pockets along the interstate. However, these areas may not be suited for development that requires utilities as the cost to extend utilities to this location would be extremely expensive. While City staff does not see this area as a high growth area, there are areas that may be suitable for development.

Staff would recommend approval of the request. However, the Plan Commission should take a close look at this area during the next update to the comprehensive plan. Furthermore, caution should be used when permanently rezoning this area to limit the intensity of commercial development in this area. Staff would also recommend looking at boundary agreements with some of the adjacent towns to address these types of situations.



Portage County Tax Application

ASSESSMENT

[Tax Home](#)

[New Search](#)

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[Tax Info](#)

Parcel Number:	020-24-0817-12.03	Address:	533 SECOND ST N
Municipality:	TOWN OF HULL		STEVENS POINT WI , 544810000
Current Owner:	ERWIN, MARK R & ROBERTA A		
Note Field:			

Property Address:	1230 SECOND ST	Legal Descriptions
	STEVENS POINT, WI 54482	LOT 1 CSM#10525
		47-105 BNG PRT SESW
		S17 T24 R8 -12.03
		1.29A 797093 CSM 18/178;

	Acres	Land	Improvements	School District:	STEVENS POINT AREA
RESIDENTIAL	1.30	21,800		Vctnl District:	MID-STATE
				Total Acres:	1.30
				Total Land:	21,800
				Total Improve:	
				Exempt Info	



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 AN ORDINANCE / CODE AMENDMENT

R# 1-62078
\$300 7/2/15

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	-	Date Submitted	7/2/15	Fee Required	\$ 300.00	Fee Paid	\$ 300.00
Associated Applications if Any	-	Assigned Case Manager	Kyla Kearns				
Pre-Application Conference Date	7/2/15	Ordinance Chapter / Section	map 8.7 A Extra Territorial				

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant?) <input checked="" type="checkbox"/>	
Applicant Name	Mark & Roberta Erwin	Contact Name	
Address	533 2nd St. N	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-344-6675	Telephone	
Fax		Fax	
Email	erwinsrentals@charter.net	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	

ORDINANCE AMENDMENT SUMMARY

Describe the requested ordinance amendment change	
We are requesting that the Map 8.7 A Extraterritorial Land Use map be amended to show growth on North Second Street directly adjacent to the city.	
Describe the reason for the requested change in the ordinance	
After purchasing the property and beginning construction, we were not aware until recently that the land was adjacent to city property and would be a candidate for possible annexation. All of the property we own except this is in the city and we would like to keep it all together.	
How is the proposed ordinance amendment consistent with the comprehensive plan?	Does the proposed ordinance amendment represent a new policy or revision of existing policy?
The current plan and maps call for commercial growth in area adjacent to the property.	Revision of Map 8.7 A Extraterritorial Land Use Map

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
Roberta A. Eric Mark R Eric	7/2/15 7-2-15	Roberta A. Eric Mark R Eric	7/2/15 7-2-15

796963

CYNTHIA A. WISINSKI
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
06/26/2014 1:52 PM

REC FEE: 30.00
PAGES: 2
FEE EXEMPT:

Csm 10525-47-105

PORTAGE COUNTY CERTIFIED SURVEY MAP

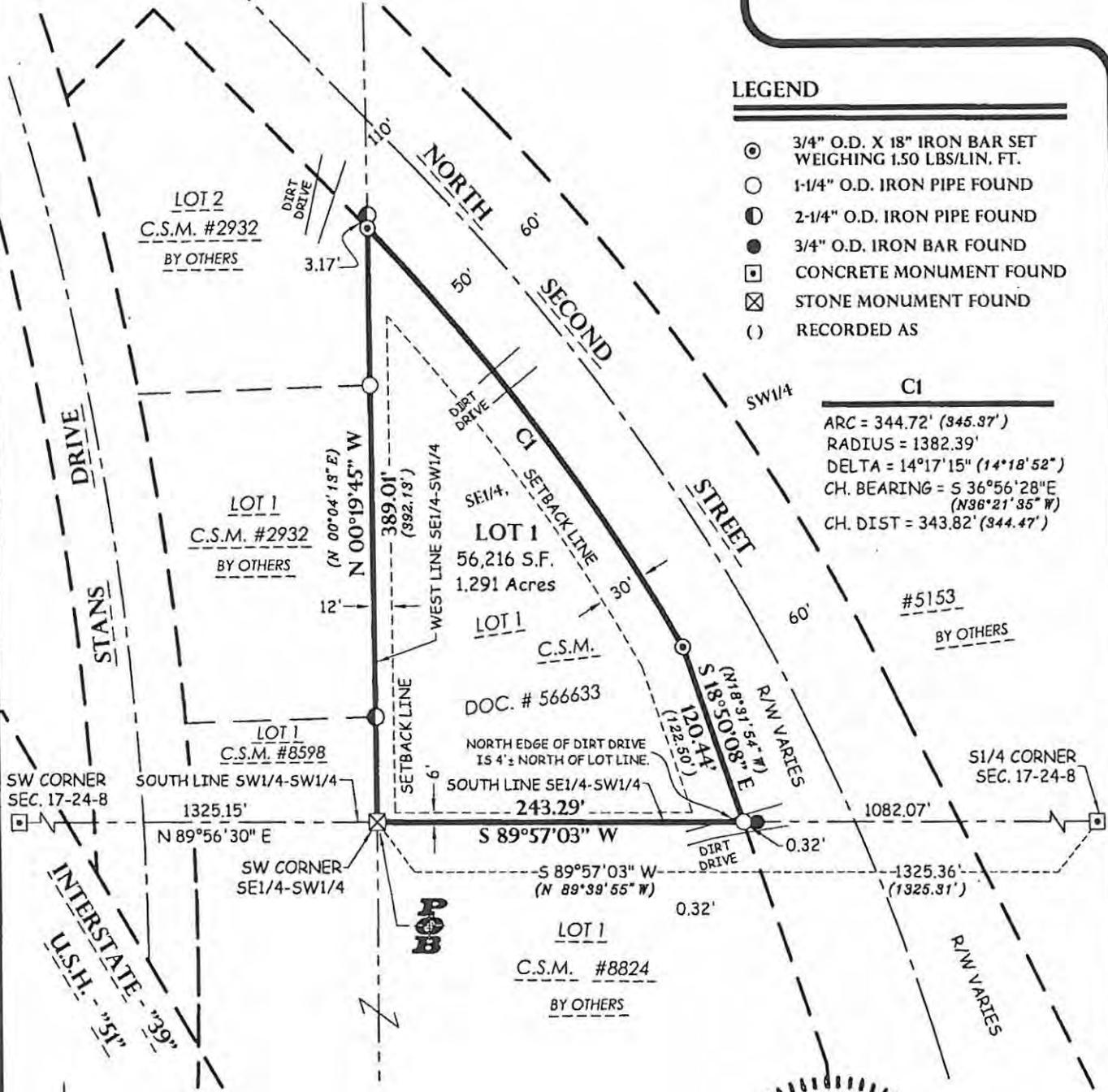
OF PART OF LOT 1, CERTIFIED SURVEY MAP NO. 5153, LOCATED IN THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 17, TOWNSHIP 24 NORTH, RANGE 8 EAST, TOWN OF HULL, PORTAGE COUNTY, WISCONSIN.

LEGEND

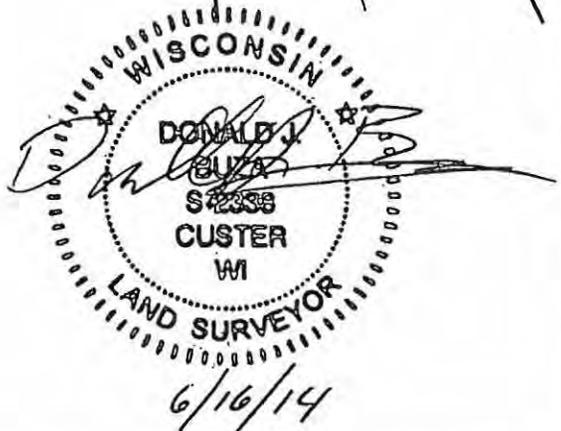
- ⊙ 3/4" O.D. X 18" IRON BAR SET WEIGHING 1.50 LBS/LIN. FT.
- 1-1/4" O.D. IRON PIPE FOUND
- ⦶ 2-1/4" O.D. IRON PIPE FOUND
- 3/4" O.D. IRON BAR FOUND
- ⊠ CONCRETE MONUMENT FOUND
- ⊞ STONE MONUMENT FOUND
- () RECORDED AS

CI

ARC = 344.72' (345.37')
 RADIUS = 1382.39'
 DELTA = 14°17'15" (14°18'52")
 CH. BEARING = S 36°56'28"E
 (N38°21'35" W)
 CH. DIST = 343.82' (344.47')



BASE FOR BEARING
 THE SOUTH LINE OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 17, WHICH IS ASSUMED TO BEAR S 89°57'03"W.



Land Surveying
 Civil Engineering
 Landscape Architecture
Donald J. Buza, RLS #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 JORDAN BROST

FIELD BOOK 29 PAGE 18
 JOB # 14.732

SHEET 1 OF 2 SHEETS

PORTAGE COUNTY CERTIFIED SURVEY MAP

I, Donald J. Buza, Registered Land Surveyor, hereby certify:

That I have surveyed, divided and mapped that part of Lot 1, Certified Survey Map No. 5153, located in part of the Southeast ¼ of the Southwest ¼ of Section 17, Township 24 North, Range 8 East, Town of Hull, Portage County, Wisconsin, described as follows:

Commencing at the Southwest corner of Section 17, Township 24 North, Range 8 East; thence N 89°56'30"E along the South line of the Southwest ¼ of the Southwest ¼ of said Section 17, 1325.15 feet to the Southwest corner of the Southeast ¼ of the Southwest ¼ of said Section 17 and the point of beginning (POB) of the parcel to be described; thence N 00°19'45"W along the West line of the Southeast ¼ of the Southwest ¼ of said Section 17, 389.01 feet to the South line of North Second Street; thence Southeasterly 344.72 feet along the arc of a curve along said South line of North Second Street, concave Southwesterly, having a radius of 1382.39 feet and whose long chord bears S 36°56'28"E, 343.82 feet; thence S 18°50'08"E along the Southerly and Westerly line of North Second Street, 120.44 feet to the South line of the Southeast ¼ of the Southwest ¼ of said Section 17; thence S 89°57'03"W along the South line of the Southeast ¼ of the Southwest ¼ of said Section 17, 243.29 feet to the point of beginning.

Subject to (if any) covenants, conditions, restrictions, right-of-ways and easements of record.

That I have made such survey, land division and plat by the direction of Bruce Nummelin.

That such plat is a correct representation of all exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes in surveying, dividing and mapping the same.

Dated this 16th day of June, 2014.



Donald J. Buza
Donald J. Buza
R.L.S. No. S-2338

Prepared by:
Point of Beginning, Inc.
5709 Windy Drive, Suite D
Stevens Point, WI 54482

Prepared for:
Bruce Nummelin
3217 Whiting Avenue
Stevens Point, WI 54481

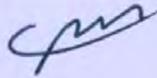
Job # 14.732



PLANNING AND ZONING DEPARTMENT

1462 STRONGS AVENUE, STEVENS POINT, WI 54481 • PHONE: 715-346-1334 • FAX: 715-346-1677

To: John Holdridge - Town of Hull Chairman
 David Pederson, Dave Wilz, Jan Way - Town of Hull Board of Supervisors
 Patty Dreier - Portage County Executive
 O. Philip Idsvoog - Portage County Board Chairman
 Stan Potocki - Portage County Board Supervisor District 11
 David Hickethier - Portage County Deputy Corporation Counsel
 Jeff Schuler - Director, Portage County Planning and Zoning Department
 Steve Bradley - County Conservationist
 Brad Johnson - Wisconsin Department of Natural Resources
 Mark Erwin
 Richard Smigaj
 Kent Worzalla
 Mike Mijal
 Rand Rusin

From: Chris Mrdutt, Assistant Zoning Administrator 

Date: June 18, 2015

RE: Commercial Development on Erwin Property – Parcel # 020-24-0817-12.03

Background:

The development of the Town of Hull property described above has resulted in a number of questions being raised about the process for approving the commercial project, which includes construction of two buildings designed to provide self storage units. In an effort to provide insight into the process for development approval, on May 6, 2015 I issued a memo to Hull Town Chair John Holdridge outlining the timeline for submittal of the application for development by the property owner Mr. Erwin, and the steps involved in Planning and Zoning staff review of the proposal. On June 4, 2015, Planning and Zoning Department Director Jeff Schuler and I met with Kent Worzalla, Michael Mijal, and Richard Smigaj to discuss concerns they have with stormwater management/control for the property. The Erwin property fronts on North Second Drive (to the north and east) and Mr. Smigaj's properties (to the west and south). Mr. Mijal and Mr. Worzalla own property across Stan's Drive, approximately 230 feet west of the Erwin property.

During the meeting, we discussed the Zoning Permits that were issued for the Erwin property. More specifically, Mark Erwin obtained a Portage County Zoning Permit on December 10, 2014 to create a soil disturbance greater than 1,000 square feet. This Permit included a stormwater plan that incorporated an area proposed for future storage units. Mr. Erwin proposed sloping the property to the east (North Second Drive). Planning and Zoning Staff worked with Mr. Erwin to develop a Stormwater Control Plan concept that incorporated a snow storage/retention basin on the north corner of the property, drainage basin along the east property line, and a retention basin located along the southeast corner of the property. These basins were sized to hold the required 25 year storm event. If a larger storm event happens or other stormwater enters the property, the excess water is routed to the southeast along North Second Drive into Mr. Smigaj's property, and then west into the I39 drainage corridor. This is the natural flow path of predevelopment stormwater.

PLANNING • ZONING AND CODE ADMINISTRATION • LAND CONSERVATION

ON-SITE WASTE • GROUNDWATER MANAGEMENT • ECONOMIC AND BUSINESS PARK DEVELOPMENT

On May 14, 2015, Mr. Erwin obtained a Portage County Zoning Permit for two mini warehousing storage buildings, 203'x25' and 50'x75'. These storage buildings must meet the requirement for stormwater control permitted in the December 10, 2014 Zoning Permit.

As our discussion on June 4th proceeded, we were able to identify that the neighbor's greatest concern was how stormwater would be handled along the west property line. The neighbors felt that the concept of moving water south along that boundary made sense, but they were skeptical that the topography created by the fill installed for the building slab did not leave adequate room for a drainage swale to be properly installed. They requested that Portage County Planning and Zoning Staff look at the property, specifically the west property line and determine if stormwater can be controlled/managed to drain towards the proposed basins.

On June 8, 2015, County Conservationist Steve Bradley, GIS/LIS Manager Jeff Hartman, and I conducted a Zoning Onsite on the Erwin and surrounding properties. Below is a list of staffs' findings from the onsite.

Onsite Determinations:

Conservationist Bradley walked the Smigaj properties adjacent to the Erwin property and found no evidence that surface water flow from the Erwin property impacts these properties. Surface water flows to the southwest and southeast corners of the Erwin property. Surface water leaving the Erwin property at the southwest corner flows under/across Mr. Smigaj's driveway and under/across Stan's Drive to the I39 ditch. Surface water leaving the Erwin property at the southeast corner flows south along the North Second Street ditch into the pond/wetland on the south end of Mr. Smigaj's (Point Log Home) property. Once the pond/wetland reaches saturation capacity, the surface water is designed to drain into the I39 ditch. In regards to stormwater management/control, Planning and Zoning Department staff has determined that the development of the Erwin property does not impact Michael Mijal's property at 1212 Stan's Drive or Kent Worzalla's property at 1274 North Second Drive.

The natural grade along the west property line is approximately 2.55 feet below the recently installed 203'x 25' concrete pad. Planning and Zoning Department staff, utilizing a laser transom, documented the following surface elevations at the Erwin site:

- Benchmark – Top of concrete pad = 100
- Height of Instrument = 103.25
- Average natural grade along west property line = 97.45
- Southwest property corner underwater = 96.05
- Water elevation in north retention area = 97.55
- Center of driveway = 98.8
- Proposed stormwater outlet location = 96.89
- Natural drainage way on Smigaj property southeast Erwin property = 96.29
- Edge of Smigaj mound = 96.92

Staff also looked at the surface water issues along Stan's Drive. The following elevations were shot along Stan's Drive with laser transom and included the Stan's Drive culvert. These values are not tied to the Benchmark identified above, and increasing values indicate a decrease in elevation.

- Surface water flowing across Stan's Drive = 5.38
- Inlet to culvert under Stan's Drive = 6.29
- Outlet to culvert under Stan's Drive = 7.78

The outlet of the Stan's Drive culvert was found to be obstructed by 10" of fill (gravel/soil/grass).

The west half of the Smigaj properties along Stan's Drive drain west towards Stan's Drive. Elevation shots show the inlet to the culvert of Stan's Drive is .91 feet below the elevation where water is flowing over Stan's Drive. Staff could not determine why the water was not making it down to the inlet of the culvert, instead of topping over Stan's Drive. It was found that there has been 10 inches of fill placed in the outlet of the culvert. The removal of fill from the culvert outlet and the redirecting/ditching for surface water towards the culvert inlet could alleviate water flowing over Stan's Drive. This could help maintain safe ingress/egress over Stan's Drive during large rain events, and provide adequate drainage for future commercial development on Mr. Smigaj's lots.

Conclusion:

Portage County Planning and Zoning Staff believe the Stormwater Management Plan designed and permitted for the development of the Erwin property is appropriate and will be achieved. The water that comes off the 203'x 25' mini warehouse storage building is required to be managed, either by directing it to the north into the retention pond or south/southeast into the drainage swale/retention basin. Based on information gathered at the June 8, 2015 on-site evaluation, introduction of a swale along the west property boundary will not be a practical solution to this requirement. Staff therefore will require that a six inch gutter system be placed on the west roof edge of the proposed 203'x25' storage building to meet the above requirements. A six inch gutter with two 4"-by-5" downspouts meet the USDA-NRCS standards and specifications to control stormwater off the roof. These gutters must be installed immediately after the roof is installed on the storage unit. The 12' setback between the west side of the 203'x25' storage building must be graded and vegetated to a 3:1 slope or flatter down to the natural grade at the property line.

A six inch or greater berm must be constructed around the west side of the north retention basin to ensure that all required stormwater is controlled on the Erwin property. Once construction on the storage units is completed, a culvert must be placed under the driveway to make sure the development of this site meets the requirements of the stormwater/grading Zoning Permit. Planning and Zoning Department Staff determined that if the above requirements are met, the development of this property can meet the stormwater control requirements in the Zoning Permit issued December 10, 2014.

On June 17, 2015, Conservationist Steve Bradley and I met onsite with Mr. Erwin, Mr. Smigaj, Mr. Mijal, Mr. Worzalla, and Mr. Rusin. During the onsite, County staff discussed why the stormwater plan was designed to take surface water towards the southeast. This location had the least potential impact on Mr. Smigaj's surrounding properties. Conservationist Bradley and I described how the water naturally flowed across the properties. We explained how the Erwin property would manage and retain more stormwater post development than pre development. Mr. Erwin and Mr. Smigaj discussed different locations where they might collectively work to route stormwater. Any change or amendment to the Portage County Grading/Stormwater Zoning Permit would have to be reviewed and approved by our Department. A revised Zoning Permit would have to be issued before construction on the potential altered grading/stormwater plan begins. During this onsite, Conservationist Bradley and I illustrated that the development of Mr. Erwin's property would not send surface water towards Stan's Drive, and that there would be no negative impact on Mr. Mijal's and Mr. Worzalla's properties as it relates to the management of stormwater for a 25 year storm event.

This onsite was well received and hopefully everyone in attendance became more knowledgeable about the proposed site development, County Stormwater regulations, and the potential for alternative stormwater options. Moving forward, our office will work with Mr. Erwin and Mr. Rusin on the grading and development

of this property to make sure all the requirements are met for the stormwater management permitted on this property. We look forward to hearing from Mr. Erwin and Mr. Smigaj to see if any potential alterations are proposed that alleviate concerns for stormwater management.

In regards to surface water issues along Stan's Drive, Portage County Planning and Zoning Department would welcome communication with the Town of Hull, Mr. Smigaj, Mr. Mijal, and Kent Worzalla to discuss ways to properly handle stormwater along Stan's Drive. The Town of Hull has zoned these parcels commercial and stormwater control and management for both developed and undeveloped lots is important to insure the vitality of the commercial lots.

If you have any questions regarding this memo, feel free to contact me at (715) 346-1334.



Memo

Michael Ostrowski, Director
Community Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481

Ph: (715) 346-1567 • Fax: (715) 346-1498
mostrowski@stevenspoint.com

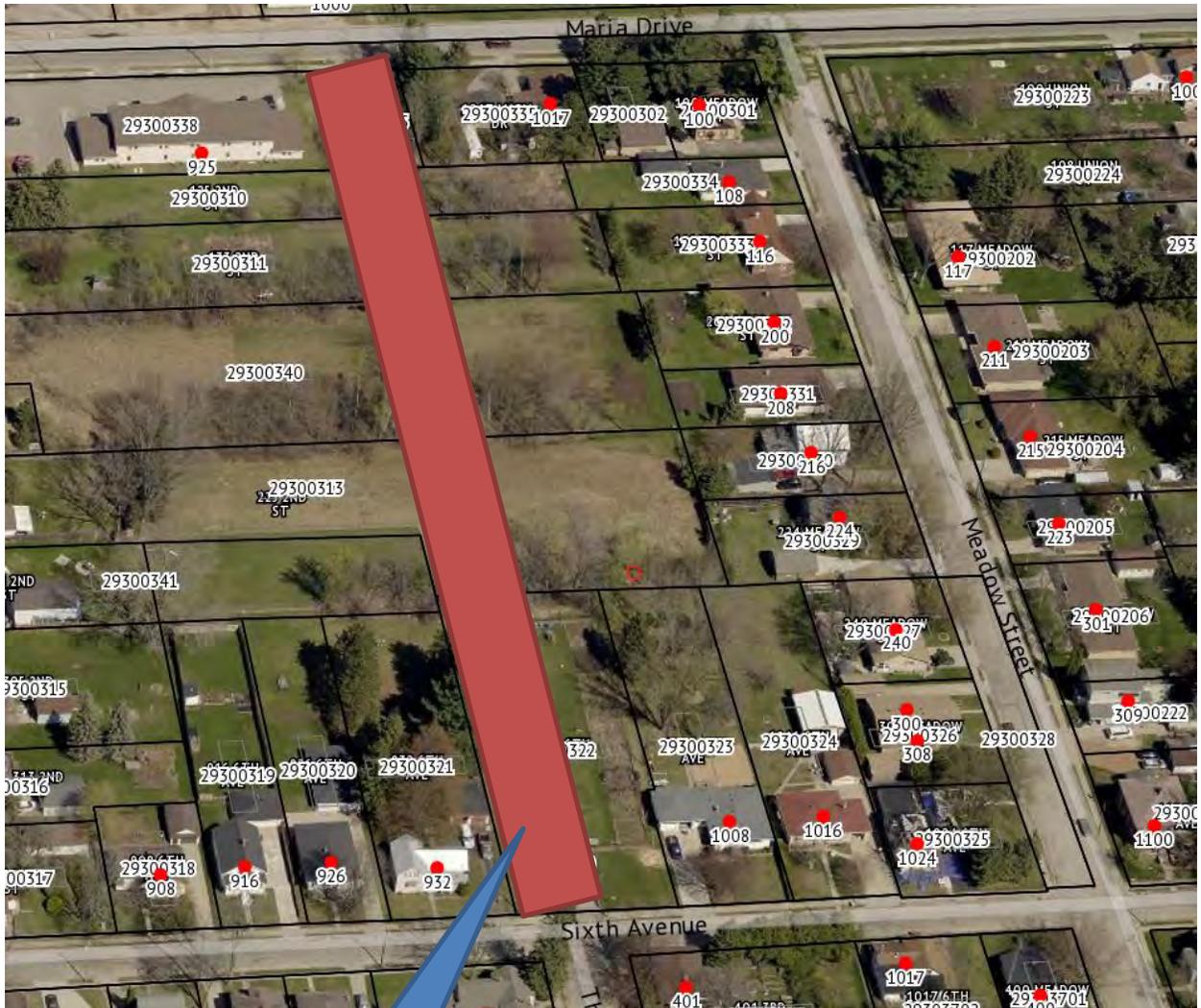
To: Plan Commission
From: Plan Staff
CC:
Date: 10/5/2015
Subject: Request from the City of Stevens Point to sell a portion of property at 1000 Sixth Avenue (Parcel ID 2408-29-3003-22) to Vincent and Gina Miresse.

Recently, Golden Sands RC&D indicated that they would no longer be using this property for a community garden due to the current challenges with the site, including the site's large size for maintenance, as well as water issues. With no other use for this property at the current time, except for the area that could be used for right-of-way area with the extension of Third Street, the City has worked out an agreement with the adjacent (eastern) property owner to purchase the remaining area excluding the potential Third Street right-of-way for a sum of \$4,900. Such area is approximately 8,364 sq.ft. or 0.19 acres (see attached CSM – Outlot 1).

Given the current lack of use for this area, and the ability to make the neighboring property more conforming with the side yard setback, staff would recommend approving the sale of the property for \$4,900.

Property Map





Future potential for Third Street extension

CSM # 10702-48-132

810045

CERTIFIED SURVEY MAP NO.

CERTIFIED SURVEY MAP FOR
CITY OF STEVENS POINT

CYNTHIA A. WISINSKI
REGISTER OF DEEDS
PORTAGE COUNTY
STEVENS POINT, WI
RECORDED ON
08/28/2015 11:18 AM

REC FEE: 30.00
PAGES: 2
FEE EXEMPT:

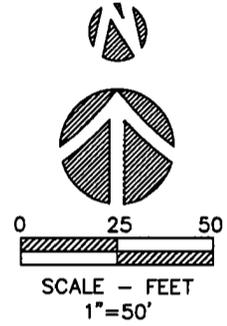
LOCATED IN THAT PART OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 24 NORTH, RANGE 8 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

NOTES:

THIS INSTRUMENT WAS DRAFTED BY PATRICK J. FUEHRER.

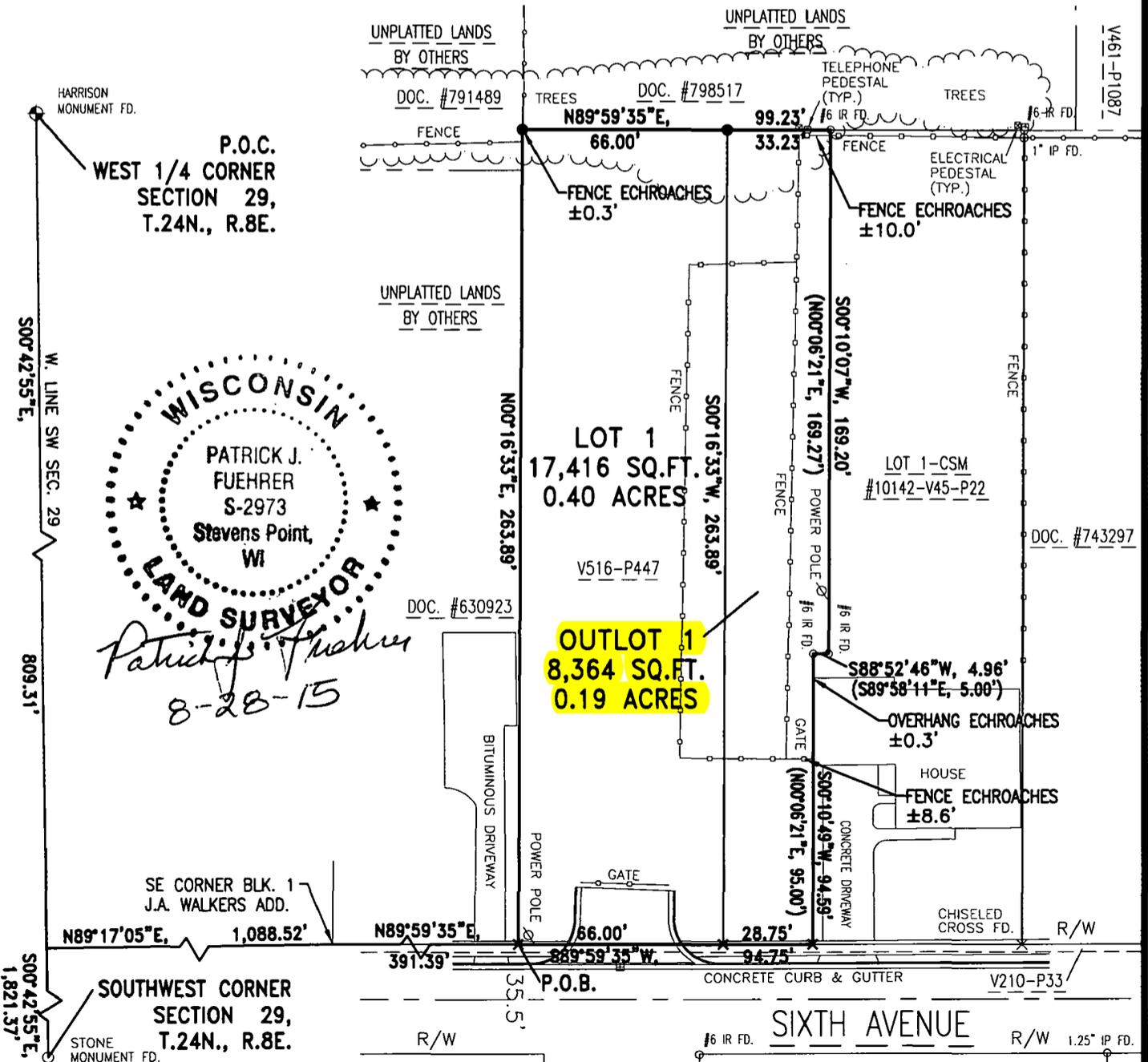
THE BEARINGS HEREIN ARE REFERENCED TO THE WISCONSIN COUNTY COORDINATE SYSTEM-PORTAGE COUNTY-NAD 1983. THE WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 29 BEARS S00°42'55"E.

THIS CSM IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.



LEGEND

- 3/4" X 18" IRON REBAR SET-1.5#/FT.
- × CROSS SET IN CONCRETE
- () PREVIOUSLY RECORDED AS



CERTIFIED SURVEY MAP NO.

SURVEYOR'S CERTIFICATE

I Patrick J. Fuehrer, Professional Land Surveyor, do hereby certify:

That I have surveyed, divided, and mapped the land described and represented by this Certified Survey Map located in the Northeast Quarter of the Southwest Quarter of Section 29, Township 24, North, Range 8 East, City of Stevens Point, Portage County, Wisconsin.

Commencing at the west quarter corner of said Section 29; thence South 00 degrees 42 minutes 55 seconds East along the west line of said Southwest Quarter of Section 29 a distance of 809.31 feet; thence North 89 degrees 17 minutes 05 seconds East 1,088.52 feet to the southeast corner of Block 1 of J.A. Walkers Addition to the City of Stevens Point; thence North 89 degrees 59 minutes 35 seconds East along the westerly extension and the north right-of-way line of Sixth Avenue 391.39 feet to the point of beginning; thence North 00 degrees 16 minutes 33 seconds East 263.89 feet; thence North 89 degrees 59 minutes 35 seconds East 99.23 feet to the northwest corner of Lot 1 of Portage County Certified Survey Map Number 10142-45-22; thence South 00 degrees 10 minutes 07 seconds West along the west line of said Lot 1 a distance of 169.20 feet; thence South 88 degrees 52 minutes 46 seconds West 4.96 feet; thence South 00 degrees 10 minutes 49 seconds West along said west line of Lot 1 a distance of 94.59 feet to the southwest corner of said Lot 1 and the north right-of-way line of said Sixth Avenue; thence South 89 degrees 59 minutes 35 seconds West along said north right-of-way line 94.75 feet to the point of beginning and there terminating.

That I have made such survey, and map at the direction of the City of Stevens Point; that such map is a correct representation of all the exterior boundaries of the land surveyed. That I have fully complied with the provisions of Chapter 236.34 of the Wisconsin Statutes, and the local ordinances of the City of Stevens Point, in surveying and mapping the same.

Dated: August 28, 2015



Patrick J. Fuehrer
Patrick J. Fuehrer, PLS No. 2973

CITY OF STEVENS POINT ACCEPTANCE CERTIFICATE

I HEREBY CERTIFY THIS MAP AND ACCOMPANYING INFORMATION IS (APPROVED) (CONDITIONALLY APPROVED) PURSUANT TO THE BUILDING AND SAFETY ORDINANCES OF STEVENS POINT ON THE BASIS OF THE FOLLOWING (FACTS) (CONDITIONS):

BY: Michael Ostrowski

MICHAEL OSTROWSKI
DIRECTOR OF COMMUNITY DEVELOPMENT