

AGENDA  
CITY PLAN COMMISSION

Monday, November 2, 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. Report of the September 8, 2015 Plan Commission meeting.
3. Request by the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to widen Maria Drive by approximately 33 feet northward, between First Street and Second Street, a distance of approximately 247 feet.
4. Request from the City of Stevens Point for a conditional use permit to construct a parking lot at 172 West Clark Street (Parcel ID 2408-31-1014-02) and 1201 West Whitney Street (Parcel ID 2408-31-1014-01).
5. Request from the City of Stevens Point Department of Public Utilities to purchase property at 1917 Cypress Street (Parcel ID 2408-32-3004-09).
6. Presentation by the Bicycle and Pedestrian Advisory Committee.
7. Director's Update.
8. Adjourn.

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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.

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PUBLISH: October 16, 2015 and October 23, 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 November 2, 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. Amending the Official Street Map of the City of Stevens Point to widen Maria Drive by approximately 33 feet northward, between First Street and Second Street, a distance of approximately 247 feet.
2. Request from the City of Stevens Point for a conditional use permit to construct a parking lot at 172 West Clark Street (Parcel ID 2408-31-1014-02) and 1201 West Whitney Street (Parcel ID 2408-31-1014-01). These properties being zoned "R-2" Single Family Residence District and "C" Conservancy, and described as PRT GOVT LOT 2 DES IN 209/544 BNG A LOT 50' X 125' EX PRCL SOLD FOR HWY IN 551913 S31 T24 R8 and PRT GOVT LOTS 1 & 2 S31 T24 R8 LYG E OF EL OF WHITNEY & N RIV DR EXT TO W BANK WIS RIV & N OF W CLARK EXC PRCL 56.8F X 125F AT NE/C WHITNEY & W CLARK EXC PRT HWY (555774) (EXEMPT-PARK) 179/546 1/2, 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  
October 5, 2015 – 6:00 PM  
Lincoln Center – 1519 Water Street

PRESENT: Mayor Wiza, Alderperson Mary Kneebone, Commissioner Bob Brush, Commissioner Hoppe, Commissioner Garry Curless, and Commissioner Dave Cooper.

EXCUSED: Commissioner Anna Haines

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, Alderperson Ryan, Nate Enwald, Barb Jacob, Kevin Quevillon, Katja Marquart, Susan Zach, Leon Ostrowski, Aaron Kadoch, Don Keck, Jim Anderson, Cliff King, Neil Prendergast, Dave Wilz, Brandi Makuski, Janice Doxtater, Cathy Dugan, John Holdridge, Mark Erwin, Bobbie Erwin, Dick Judy, Sari Lesk, Dino Tlachac, Todd Kuckkuhn, Jerry Moore, Bob Fisch, and Bailey Bushman.

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INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report 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.

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1. Roll call.

**Present: Wiza, Kneebone, Brush, Hoppe, Curless, Cooper**

Discussion and possible action on the following:

2. Report of the September 8, 2015 Plan Commission meeting.

**Motion by Commissioner Cooper to approve the minutes of the September 8, 2015 Plan Commission meeting; seconded by Commissioner Curless. Motion carried 6-0.**

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).

Aaron Kadoch, 718 Linwood Avenue, explained the proposal is for a pocket type park inside of Pfiffner Park. This location was chosen because of it being a gateway to the river as well as the natural circular zone that everyone uses to approach the river and park. In the time of events, this area does not have a lot of activity, but just resembles a gateway to the park. The area would commemorate the sister/partner cities of Stevens Point. The area designated as 2 in the diagram would be an area of exhibit spaces and kiosks that could be set up for festivals on a rotating basis. The entrance would be a point of beginning to the commons. There would be an outdoor class room area as well as an interactive walking labyrinth. This designed area would be a gateway to the city as well as the downtown and would also have an interactive mobile application to explain the history and the area. The hope is for simple maintenance of the landscaping. The Rotary has already given some assistance in the development and they would be commemorated by the multiple gear symbols throughout the park.

Mayor Wiza stated some of the photos are more representative of what they are trying to do in the area as this is only a conceptual plan at this time. The existing area is small, and this would be a tremendous example of several community groups all coming together to try and do something significant for the community in an underutilized area of park space. This also will assist in connecting Main Street with the riverfront. Lastly, there is no tax money involved in this project. There will be a fundraiser to install the park and the continued maintenance of this area.

Mayor Wiza declared the public hearing open.

Cathy Dugan, 615 Sommers Street, stated she feels the commissions should delay this approval. She does not believe this is in line with the Park Board mission and has not been planned by the

Park Board. She stated a concern for the ramifications of getting rid of the serenity of the green space, and the development should come from the commissions, not citizens telling them what to do.

Bob Fisch, 1033 Smith Street, stated this idea has potential for the community, but he has a concern if this is the right project for this space. He feels that other areas should have been looked into and is not sure if the park plan calls for a development like this. He requested the commissions to postpone this for a month and look at more appropriate areas.

Mayor Wiza declared the public hearing closed.

4. Action on the above. **This item will be discussed jointly with the Parks Commission.**

Mayor Wiza explained that this location was chosen due to its lack of utilization in the existing park.

Director Schrader explained that this location was chosen due to this area already having close parking, the close proximity to rest rooms, easy accessibility, and being centrally located. This area used to be used as the Wells Fargo exercise area. There have been several groups that have brought ideas to the Parks Board, and they are told to have prepared costs and plans before it is brought directly to the board for review.

Commissioner Frechman stated he feels the plan may be too much for the area, and suggested to keep the design simple.

Commissioner McDonald is glad there is utilization of local experts in this plan and asked if the kiosks would be kept consistent in appearance. She asked about the design of the archway and if it could involve field stone or sandstone to keep a consistency with other city park features.

Aldersperson Oberstadt is excited about the location and would love to see more use to the proposed space.

Commissioner Sorenson asked what would be the estimated maintenance costs, to which Director Schrader stated there would be an endowment fund as well as a maintenance agreement.

Mr. Kadoch stated that the use of the stone is possible and feels it is a good idea as well as tying into the Polish heritage of the area with the use of the stone. He mentioned that the space will be kept simple to make it easier to maintain as well as the development would take place in phases and can continue to grow as time goes on. He continued stating this site was chosen due to it being the location that Stevens Point first began and it incorporates the Native American, logging, and marketplace history of the city.

Mayor Wiza feels the mini-amphitheater would be good for the schools, boy scouts, and local musicians to use. This project shows great community involvement to enhance our community.

Aldersperson Kneebone suggested that the perception of lack of citizen input could be compromised with citizen input on the kiosks. Mayor Wiza explained that the kiosks may be used but not installed right now. Mr. Kadoch added that they intend them to be removable and temporary.

Commissioner Brush asked what would be the advantage of the amphitheater and would there be other places to sit. Mr. Kadoch explained there are areas of shade structures and benches in the plan, as well as seating areas around the sculptures.

**Motion by Mayor Wiza to approve the 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) with the following conditions:**

- **Applicable zoning and/or building permits shall be obtained prior to work occurring.**
- **Staff shall have the authority to approve minor project changes.**

**seconded by Aldersperson Kneebone.**

Commissioner Cooper clarified that we are approving the conceptual plan. Mayor Wiza explained that this is an approval of the space and general design and that the details are left open.

Commissioner Curless stated this is a good use in that location and we have excellent parks within the City of Stevens Point and we should be proud of what we have there.

**Motion carried 6-0**

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).

Director Ostrowski explained the reason this is before you is that this is a single property within Goerke Park, it has numerous freestanding signs already, and our sign ordinance only allows for a single freestanding sign. We have signs at PJ's, Park and Rec, old Mid-State, and then this one for the Boys and Girls Club. Staff feels this is appropriate. The size meets the size requirements within the ordinance. There is one concern regarding the electronic reader board, along the busy

street, which can be resolved with adding a delay mechanism to the changing of the reader board and avoiding any flashing signs. Staff recommends approval with some conditions.

Commission Curless asked if the sign would scroll, and what would the direction of the sign to the street be, to which Director Ostrowski answered it will not scroll and would be required to be static for a period of 20 seconds and the sign would be perpendicular to the street.

Aldersperson Kneebone pointed out the past concern for the sign at the Fire Department along Division Street, citing this may be the same situation with being so close to the school. Mr. Quevillon of the Boys and Girls Club stated they have addressed the safety aspect of the sign. Commissioner Hoppe added that this sign would be much smaller than the Fire Department sign.

**Motion by Commissioner Brush to approve the 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) with the following conditions:**

- 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.
- The illumination of the sign shall be limited to the hours of operation of the Boys and Girls Club, or 7:00am – 9:00pm, whichever is more stringent.
- 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-9:00pm, 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.
- 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.

seconded by Commissioner Hoppe. Motion carried 6-0.

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.

Director Ostrowski explained the sign is a little bit larger than the requirements, as Jackson School is set back a significant distance from the road. This request is before you since it is a residentially zoned property. Staff recommends approval as presented.

**Motion by Commissioner Cooper to approve the 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 with the following conditions:**

- **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.**

**Seconded by Commissioner Curless. Motion carried 6-0.**

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).*

Director Ostrowski explained under state statutes the Plan Commission has 30 days to give a recommendation to the Common Council. Following that, the council has to act on the request without their recommendation. This will be before the Common Council whether or not there is a recommendation. Sent via email are the most recent correspondence from the DNR, the Erwin's, and the Town of Hull. Staff still recommends approval of the change to the extraterritorial map, as they did last month.

Commissioner Brush asked if the storm water drainage has been resolved, to which Director Ostrowski stated it has been discussed in the recent DNR memo and permits have been pulled. If this property is annexed, it will have to be brought to the city's standards. Commissioner Brush also pointed out that he did not feel the roof facing the west gutter would be able to handle the water issues for this structure.

Director Ostrowski explained that in the past, the city did not see any future development in this area and so it was not addressed at the time in the comprehensive plan. If this property were to be annexed, the progression would be first to address it in the future land use extraterritorial map, then annex the property, and finally to assign permanent zoning.

John Holdridge, Town of Hull, stated that the issues between the Erwin's and the Town of Hull are not resolved due to the lack of involvement of the business owners with the Town of Hull. The DNR has let this go forward without a stormwater management plan and he would like to see plan concepts and a boundary plan before anything is addressed with this property.

Bob Konkol, attorney for Town of Hull, explained that there are still issues with the DNR and protection of town roads as well as the stormwater management. There is an issue of the maintenance agreement for the roads and ground water that have not been resolved with the township.

Mayor Wiza asked for the City Attorney's point of view on the legal issues. Attorney Beveridge stated that there is no way for the change in the comprehensive plan map to affect the legal issues that the property owner and township are involved in.

Mark Erwin, 533 Second Street North, stated he has multiple properties in the city and would like to have all of his properties in the city limits. He is asking the commission to approve this amendment so they can look at future annexation.

Aldersperson Morrow pointed out if annexation occurred, the Erwin's would still have to comply with the city and county ordinances. He has talked with the owner of Point Log and the property owners have worked out all the issues. He is urging the commission to approve the request.

Jeff Schuler, Portage County Planning and Zoning, stated there are no violations in place on this property. The gutter specifically is designed to conduct the water to remain on the property. He has walked the site and stated that no water would adversely affect Stans Drive or Second Drive, or the neighboring property. As far as the extraterritorial map, commercial makes sense to map it and address this property for future use.

Jerry Moore, 317 Division Street North, stated he was on the Plan Commission at the time of the comprehensive plan development and this was viewed as a guideline for future use. He supports the amendment to the map.

Bob Enright, 5753 Algoma Street, stated part of comprehensive planning is to be involved in intergovernmental agreements and to plan in advance for land use. He is against this amendment.

Mayor Wiza stated the Common Council will act on this request in October and hopes that the commission can come to some recommendation for them.

Aldersperson Kneebone stated that the eastern half of her district is adjacent to the Town of Hull and feels that we should discuss where we would want to have the city go.

Director Ostrowski stated there are several areas in the city where the town is connected by a 7 foot wide area. This area was not going to be developed, but feels that we need to identify what future areas along the interstate would be for a land use classification.

Mayor Wiza emphasized that the request came from the land owner not the city, and that the chairman of the town are working on meeting regarding boundary agreements.

Commissioner Cooper asked which zoning district would first allow for storage facilities, to which Director Ostrowski stated B-1, as a conditional use for the expansion of existing facilities.

**Motion by Commissioner Brush to deny 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); seconded by Aldersperson Kneebone. Motion carried 4-2, with Commissioner Cooper and Mayor Wiza voting in the negative.**

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.

Mayor Wiza explained this came about by a series of events. This parcel includes the Third Street right-of-way. The city has always intended at some point to put Third Street through. The parcel contains more than the right of way and, and it was previously used as a community garden site and will no longer be used as a garden site due to poor site drainage. The resident to the east has made an offer to purchase the land that is not the potential street right-of-way and incorporate it into their property to make their property more conforming with setbacks. The city assessor looked at the property and has assessed it at \$4,900 for the 8,300 square foot area.

**Motion by Commissioner Curless to approve the 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; seconded by Commissioner Hoppe. Motion carried 6-0.**

9. Director's Update.

Director Ostrowski stated that the bike pedestrian committee has been created and have recommendations to bring forward to the Plan Commission likely in November or December. The Comprehensive Plan meetings will continue with modifying the vision statement and will continue in November for a date and time that works with everyone's schedule.

10. Adjourn.

Meeting adjourned at 7:20 PM.



# Memo

**Michael Ostrowski, Director**

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

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

mostrowski@stevenspoint.com

## City of Stevens Point – Department of Community Development

To: Plan Commission

From: Plan Staff

CC:

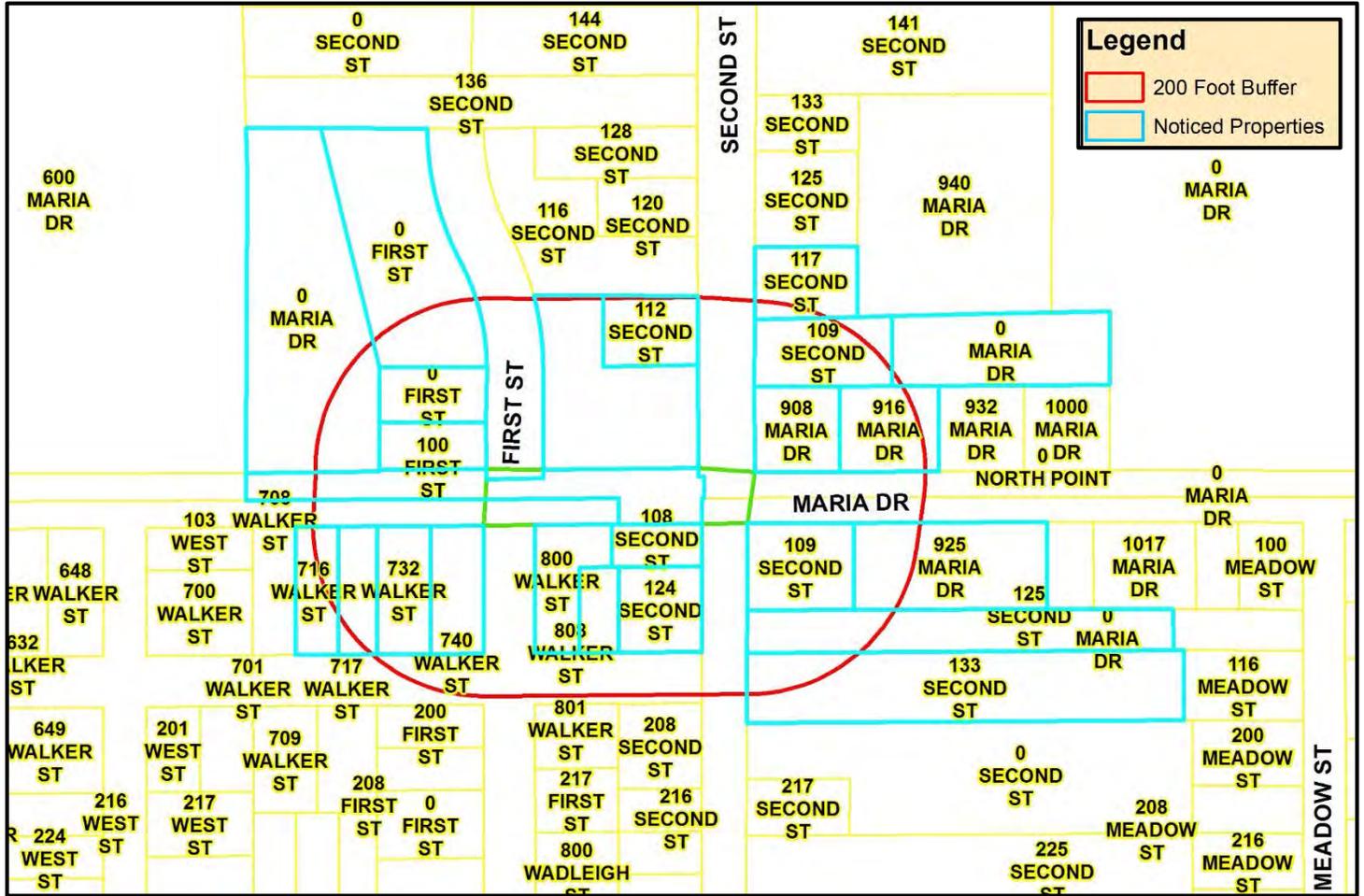
Date: 10/19/2015

Re: Request by the City of Stevens Point to amend the Official Street Map of the City of Stevens Point to widen Maria Drive by approximately 33 feet northward, between First Street and Second Street, a distance of approximately 247 feet.

In January 2014, the Plan Commission approved this item as part of the process to acquire the former Mickey's Restaurant. However, the Common Council did not take official action on the item. Therefore, it is before you again to go through the public hearing process.

Staff would recommend approval, as this would create the standard right-of-way for a 66 foot wide street.

Amend Official Street Map – Widen Maria Drive by approximately 33 feet northward – Between First Street and Second Street, a distance of approximately 247 feet – Exhibit Map (200 Feet Boundary)



Tax Key	Name	Mailing Address	City, State	Zip	Property Address
281240829230043	STEVENS POINT AREA PUBLIC SCHOOL DIST	1900 Polk St	Stevens Point WI	54481	0 Maria Dr.
281240829230012	STEVENS POINT AREA PUBLIC SCHOOL DIST	1900 POLK ST	STEVENS POINT WI	54481	0 First St.
281240829240014	PERRY R PIOTROWSKI	251 Dubai Ave	Stevens Point WI	54481	117 Second St.
281240829230054	CITY OF STEVENS POINT	(MARIA DR ROW)		0	
281240829230017	MYRON J & KATHRYN M STUDINSKI	2617 Pioneer Rd	Stevens Point WI	54482	112 Second St.
281240829240021	JADA LLC	908 MARIA DR	Stevens Point WI	54481	0 Maris Dr.
281240829240015	JADA LLC	908 Maria Dr	Stevens Point WI	54481	109 Second St.
281240829230011	LODZINSKI FAMTRST JOAN LODZINSKI TRUSTEE	425 West Wilson Ave	Stevens Point WI	54481	0 First St.
281240829240018	JADA LLC	908 Maria Dr	Stevens Point WI	54481	916 Maria Dr.
281240829240016	JADA LLC	908 Maria Dr	Stevens Point WI	54481	908 Maria Dr.
281240829230010	LODZINSKI FAMTRST JOAN LODZINSKI TRUSTEE	425 West Wilson Ave	Stevens Point WI	54481	100 First St.
281240829300338	D&R VENTURES LLC	3038 Campsite Dr	Stevens Point WI	54482	925 Maria Dr.
281240829300309	SECOND STREET AUTO CLINIC INC	109 Second St	Stevens Point WI	54481	109 Second St.
281240829300409	JAMES BERDAN & JOSEPH BERDAN	108 SECOND ST	STEVENS POINT WI	54481	108 Second St.

281240829300410	GARY M SOPA	800 WALKER ST	STEVENS POINT WI	54481	800 Walker St.
281240829300501	BRAD L & DEBRA K WIMER	450 N SILVERBROOK DR104	WEST BEND WI	53090	740 Walker St.
281240829300502	SERAFIN D ET AL C/O F & N SERAFIN	732 Walker St	Stevens Point WI	54481	732 Walker St.
281240829300508	JCJ PROPERTIES LLC	3209 PARKWOOD DR	STEVENS POINT WI	54481	724 Walker St.
281240829300507	DORIS HACKNEY	716 WALKER ST	STEVENS POINT WI	54481	716 Walker St.
281240829300404	ANNA MARIE SLIVICKE	124 Second St	Stevens Point WI	54481	124 Second St.
281240829300403	LOUIS P & FRANCES VLEHMAN	2955 COUNTY ROAD HH W	JUNCTION CITY WI	54443	808 Walker St.
281240829300310	VERONICA J WALKER	3135 S 46TH ST	GREENFIELD WI	53219	125 Second St.
281240829300311	CORDEN J & ROSALIND R KEALIHHER	1111 MINNESOTA AVE	Stevens Point WI	54481	133 Second St.
281240829230053	104 2ND ST LLC C/O KENT WORZALLA	1608 WOODVIEW DR	STEVENS POINT WI	54481	

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE  
OF THE CITY OF STEVENS POINT**

The Common Council of the City of Stevens Point do ordain as follows:

**SECTION I:** That the Official Street Map and Extraterritorial Street Map of the City of Stevens Point be amended by adding the following described street:

**Maria Drive**

Widening that part of Maria Drive to 33 feet north of and parallel with the following described reference line from its intersection with First Street North to its intersection with Second Street North more particularly described as follows and depicted on attached Exhibit "A":

*All of Parcels 1 and 2 of Maria Drive Improvement Project Relocation Order filed with the Portage County Clerks office on January 22, 2014 and being part of the Southwest Quarter of the Northwest Quarter of Section 29, Township 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin described as follows:*

*Commencing at the west quarter corner of said Section 29; thence North 89 degrees 46 minutes 41 seconds East along the east-west quarter line of said Section 29 a distance of 880.09 feet to its intersection with the center line of First Street North and the point of beginning of said reference line; thence continuing North 89 degrees 46 minutes 41 seconds East along said quarter line 247 feet to its intersection with the center line of Second Street North and there terminating.*

**SECTION II:** The City Clerk shall file a copy of the ordinance with the Register of Deeds of Portage County, Wisconsin.

**SECTION III:** This ordinance shall take effect upon passage and publication.

APPROVED: \_\_\_\_\_  
Mike Wiza, Mayor

ATTEST: \_\_\_\_\_  
John Moe, City Clerk

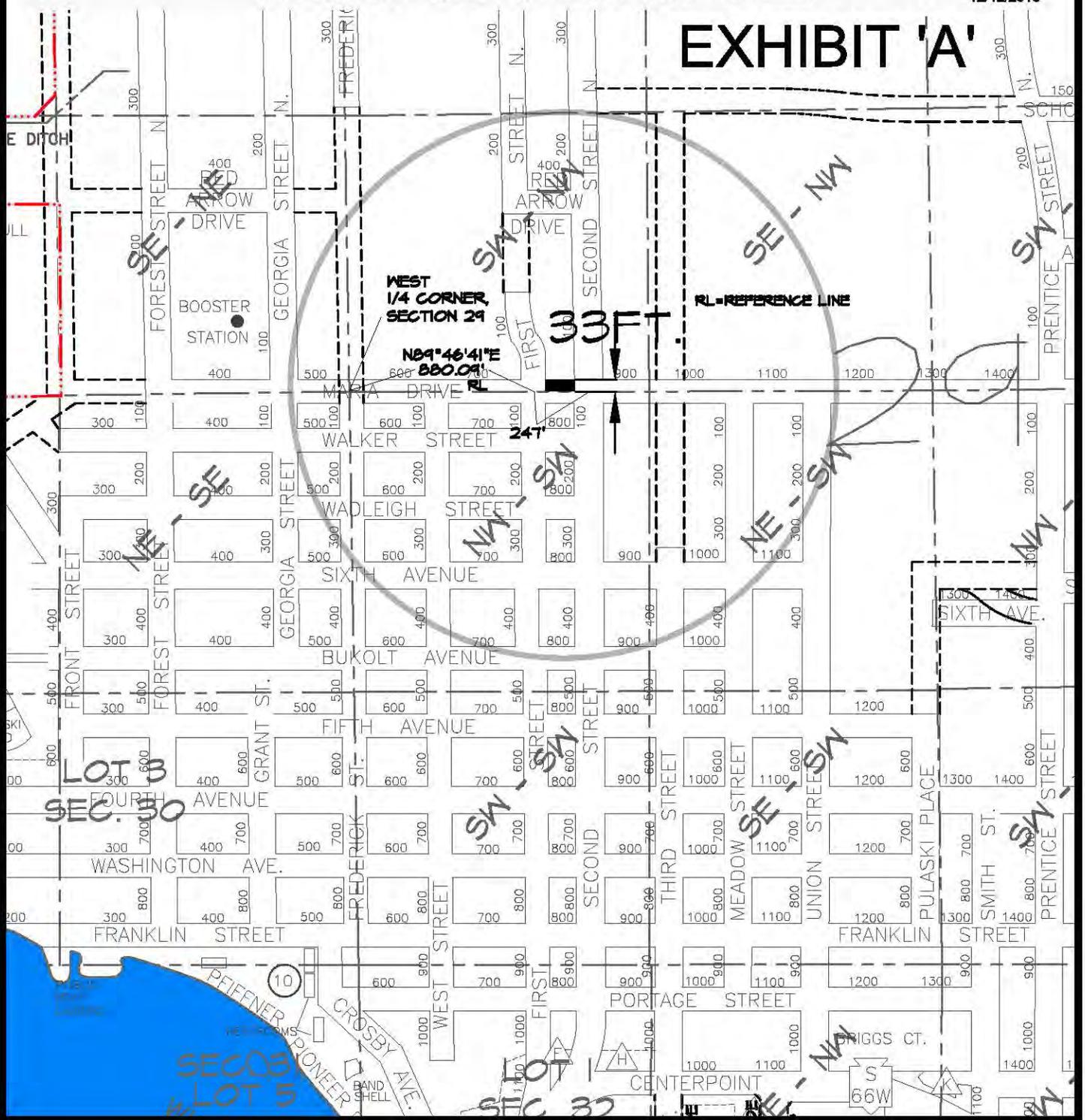
Dated:  
Passed:  
Published:

RETURN TO: Stevens Point City Clerk  
Drafted by P. Fuehrer, City Engineering

# OFFICIAL STREET MAP AMMENDMENT MARIA DRIVE

12/12/2013

## EXHIBIT 'A'





# Administrative Staff Report

## Conditional Use Permit

### City of Stevens Point - Parking Lot

172 West Clark St. and 1201 West Whitney St.

November 2, 2015

Department of Community Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"> <li>City of Stevens Point</li> </ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"> <li>Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li> <li>Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li> </ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"> <li>2408-31-1014-02 and 2408-31-1014-01</li> </ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"> <li>R-2" Single Family Residence District and "C" Conservancy</li> </ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"> <li>Residential and Park</li> </ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"> <li>District 9 – McComb</li> </ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"> <li>Square Footage: Approx. 720,183</li> <li>Acreage: Approx. 16.5</li> </ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"> <li>Park</li> </ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"> <li>23.01(14), 23.01(16), 23.02(1)(a), and 23.02(1)(c)</li> </ul>	<p><b>Request</b></p> <p>Request from the City of Stevens Point for a conditional use permit to construct a parking lot at 172 West Clark Street (Parcel ID 2408-31-1014-02) and 1201 West Whitney Street (Parcel ID 2408-31-1014-01).</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"> <li>Exhibit Map</li> <li>Application</li> <li>Site Plans</li> </ul> <p><b>Findings of Fact</b></p> <ol style="list-style-type: none"> <li>Properties are zoned "R-2" Single Family Residence District and "C" Conservancy</li> <li>Parking lots are a conditional use within the Conservancy zoning district.</li> <li>A parking lot with approximately 18 stalls will be constructed.</li> </ol> <p><b>Staff Recommendation</b></p> <p>Staff would recommend approval of the conditional use permit to construct a parking lot with the following conditions:</p> <ol style="list-style-type: none"> <li>Applicable zoning and/or building permits shall be obtained prior to work occurring.</li> <li>Staff shall have the authority to approve minor project changes.</li> </ol>
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## Vicinity Map



## Background



The City of Stevens Point previously purchased the property at 172 West Clark Street, as it was the last property to complete the Mead Park block. At that time it was discussed to install a parking lot in this area to help make the area safer by getting some of the cars off the streets and into a designated parking area.

## Standards of Review

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### 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 constructing a parking lot with approximately 18 stalls for park users.

**Findings:** The proposed activities should help safety in the area by getting some of the cars off of the street and into a designated parking area. With the success of KASH Playground, often times this area will have a significant number of patrons with limited areas to park.

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

**Analysis:** The use is accessory to the uses already permitted for the property.

**Findings:** The parking lot will mainly be used by patrons of the park. This standard is met.

- 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 serve the uses already permitted.

- 4) **The exterior architectural appeal and functional plan of any proposed structure will not be at variance with either the exterior architectural appeal and functional plan, and scale of the structures already constructed or in the course of construction in the immediate neighborhood or in the character of the applicable district so as to result in a substantial or undue adverse effect on the neighborhood;**

**Analysis:** The proposed parking lot will be asphalt with landscape screening. The landscaping will be in the form of existing vegetation and trees, as well as new shrubs and trees.

**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 parking lot will meet all stormwater requirements for the City. It is intended to have a detention area between West Whitney Street and the parking lot.

**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:** A single ingress/egress point will be off of West Whitney Street. West Whitney Street is a one way street. The access point will be approximately 100 feet from the intersection of West Clark Street, per Zoning Code requirements.

**Findings:** This standard is met.

- 7) The proposed use is not contrary to the objectives of any duly adopted land use plan for the City of Stevens Point, any of its components, and/or its environs.**

**Analysis:** The 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 is accessory to the permitted use. The parking lot is actually a permitted use in the R-2 zoning district, but conditional in the C zoning district. The parking lot will be split between the two districts. Staff would recommend that a future rezoning of the R-2 property to C to occur to make it consistent with the rest of the property.

- 8) The use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified pursuant to the recommendations of the Plan Commission.**

**Analysis:** The parking lot will be setback approximately 35 feet from the West Clark Street property line and 25 feet from the West Whitney Street property line. In addition, the parking lot will meet the landscape requirements for screening.

**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.**

**Analysis:** A single ingress/egress point will be off of West Whitney Street. West Whitney Street is a one way street. The access point will be approximately 100 feet from the intersection of West Clark Street, per Zoning Code requirements.

There will also be a gravel path on the northern edge of the parking lot to connect the parking lot with the path area next to KASH Playground. See image to the right for approximate location of the path.

**Findings:** This standard is met.

**12) There shall be adequate utilities to serve the site.**

**Analysis:** No utilities are needed for this development.

**Findings:** This standard is met.

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

**Analysis:** The property will be screened with the required landscaping.

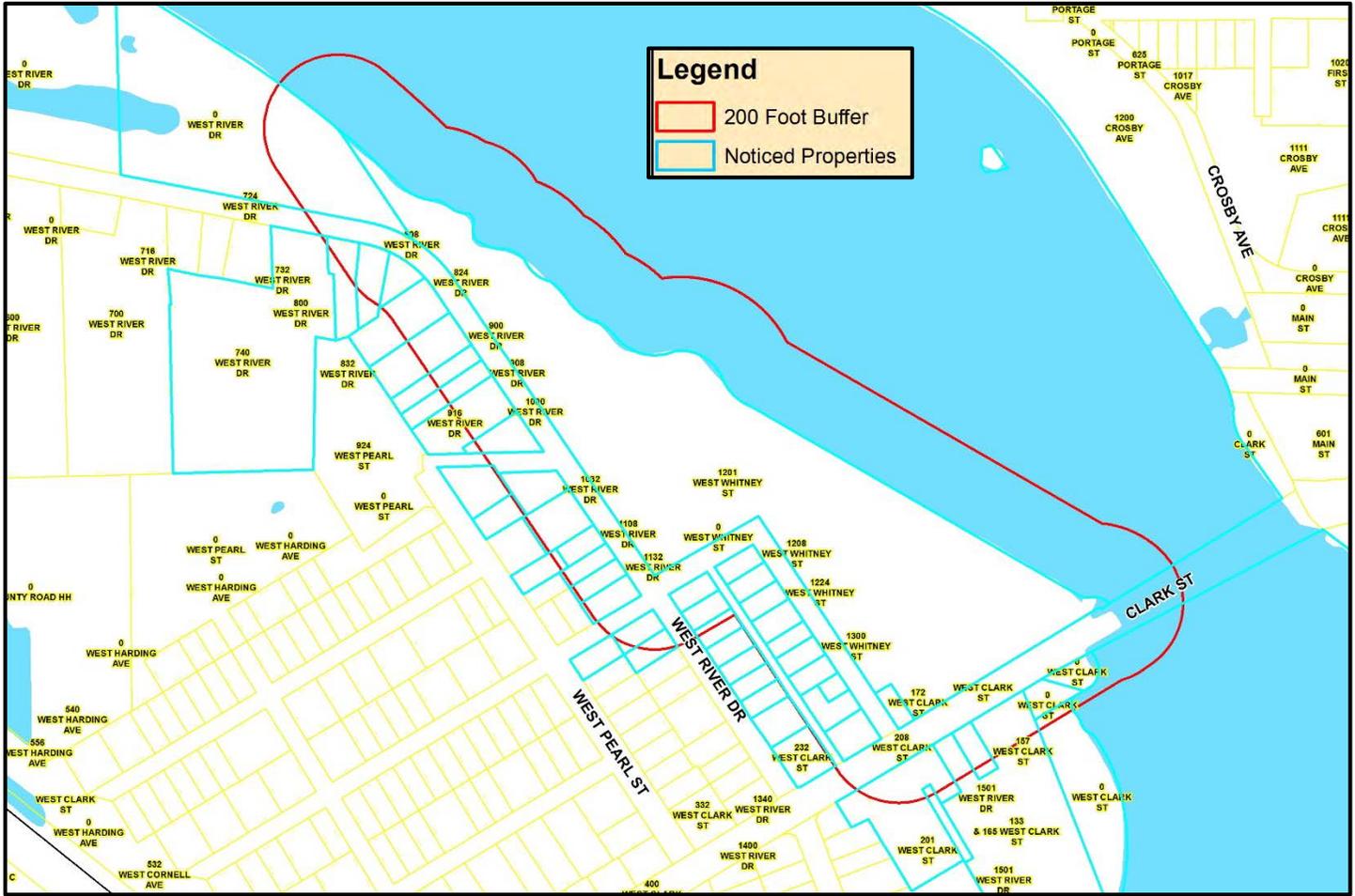
**Findings:** This standard is met.

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

N/A



Conditional Use Permit Request – Construct Parking Lot – Mead Park, 172 West Clark Street (Parcel ID 2408-31-1014-02) and 1201 West Whitney Street – (Parcel ID 2408-31-1014-01) – Exhibit Map (200 Feet Boundary)



Tax Key	Name	Mailing Address	City, State	Zip	Property Address
281240831101601	CONSOLIDATED WATER POWER CO	PO Box 8050	Wisconsin Rapids WI	54495	0 West River Dr.
281240831101401	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	1201 West Whitney St.
281240831100152	VICTORIA MARIE SOROKO	740 West River Drive	Stevens Point WI	54481	740 West River Dr.
281240831100151	KEITH S EBERHARD	800 WEST RIVER DR	STEVENS POINT WI	54481	800 West River Dr.
281240831100147	THOMAS E ROWE	5585 Jefferson St	Stevens Point WI	54482	832 West River Dr.
281240831100146	THOMAS JAMES GRUBA	900 West River Dr	Stevens Point WI	54481	900 West River Dr.
281240831100145	THOMAS S & CAROL L SHIPPY	916 West River Dr	Stevens Point WI	54481	908 West River Dr.
281240831100144	THOMAS S & CAROL L SHIPPY	916 West River Dr	Stevens Point WI	54481	916 West River Dr.
281240831100143	BRET E & VICKIE L TAPLIN	1000 West River Dr	Stevens Point WI	54481	1000 West River Dr.
281240831100113	TERRENCE J & JUDITH B MCDERMOTT	1349 Jake's Lane	Junction City WI	54443	1017 West Pearl St.
281240831100125	KEVIN P & LINDA J BEMOWSKI	1016 West River Dr	Stevens Point WI	54481	1016 West River Dr.
281240831100124	VIVIAN M BEMOWSKI	1032 West River Dr	Stevens Point WI	54481	1032 West River Dr.
281240831100114	TERRANCE J & JUDITH B MCDERMOTT	1349 Jake's Lane	Junction City WI	54443	10251017 West Pearl St.
281240831100123	KENNETH J BEADLE	1100 West River Dr	Stevens Point WI	54481	1100 West River Dr.
281240831100122	JOSEPH & L PIESIK	1108 West River Dr	Stevens Point WI	54481	1108 West River Dr.
281240831101201	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 West Whitney St.

281240831100116	MARTIN J SOIK	1109 West Pearl St	Stevens Point WI	54481	11091017 West Pearl St.
281240831100121	LORAH M MARQUARDT	1124 West River Dr	Stevens Point WI	54481	1124 West River Dr.
281240831101220	DAVID E FRANCO	1208 West Whitney St	Stevens Point WI	54481	1208 West Whitney St.
281240831101202	CITY OF STEVENS POINT	1515 STRONGS AVE	STEVENS POINT WI	54481	225 West Cornell Ave.
281240831100120	JAMES LODZINSKI	1132 West River Dr	Stevens Point WI	54481	1132 West River Dr.
281240831101219	DALLAS B SMITH	1216 WEST WHITNEY ST	STEVENS POINT WI	54481	1216 West Whitney St.
281240831101203	JEFFREY M & HILARY D R BILBREY	8814 S DYSART RD	GOODYEAR AZ	85338	1209 West River Dr.
281240831101218	DANIEL J SELLE	1224 West Whitney St	Stevens Point WI	54481	1224 West Whitney St.
281240831101204	KATHLEEN A KRAKLOW	1217 West River Dr	Stevens Point WI	54481	1217 West River Dr.
281240831101001	DUANE J & TAMI L DUDA	2780 White Pine Lane	Stevens Point WI	54481	1200 West River Dr.
281240831101217	JUDITH A KROPIDLOWSKI	1232 WEST WHITNEY ST	STEVENS POINT WI	54481	1232 West Whitney St.
281240831101205	KRISTI A BURROUGHS LAIDLAW	1225 West River Drive	Stevens Point WI	54481	1225 West River Dr.
281240831101019	DALE LEONARD & SHERRY L GILMEISTER	1208 West River Dr	Stevens Point WI	54481	1208 West River Dr.
281240831101216	ANDREW FRITSCH & AMANDA L WOYTASIK	1240 West Whitney St	Stevens Point WI	54481	1240 West Whitney St.
281240831101002	JAMES A HUTNIK	2307 W 207th St	Chicago Heights IL	60411	311 West Cornell Ave.
281240831101206	JAMIE J & SARA C WIEDMEYER	1301 WEST RIVER DR	STEVENS POINT WI	54481	1301 West River Dr.
281240831101301	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 West Clark St.
281240831101215	RAYMOND & D HOPPA	1300 West Whitney St	Stevens Point WI	54481	1300 West Whitney St.
281240831101207	TIFFANY HERMES	1311 West River Dr	Stevens Point WI	54481	1311 West River Dr.
281240831101214	DONALD A PLISKA	1308 West Whitney	Stevens Point WI	54481	1308 West Whitney St.
281240831101302	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	0 West Clark St.
281240831101208	JACOB D SR & CHRISTINA TIMMERMAN	1319 West River Dr	Stevens Point WI	54481	1319 West River Dr.
281240831101402	CITY OF STEVENS POINT	1515 STRONGS AVE	STEVENS POINT WI	54481	172 West Clark St.
281240831101213	MICHAEL & KARLA LODZINSKI	1316 WEST WHITNEY ST	STEVENS POINT WI	54481	1316 West Whitney St.
281240831101317	CONSOLIDATED WATER POWER CO	PO Box 8050	Wisconsin Rapids WI	54495	0 West Clark St.
281240831101209	GAYLE M FOX	1327 West River Drive	Stevens Point WI	54481	1327 West River Dr.
281240831101212	RAND C & THERESA A ERBACH JTREVTRST	823 MAIN ST	STEVENS POINT WI	54481	208 West Clark St.
281240831101305	JANE M GOUDREAU	157 West Clark St	Stevens Point WI	54481	157 West Clark St.
281240831101221	POINT PETROLEUM LLC	232 West Clark St	Stevens Point WI	54481	232 West Clark St.
281240831101325	STEVENS POINT 201 WEST CLARK WI LLC	2201 Madison St	Stevens Point WI	54481	201 West Clark St.
281240831101314	CITY OF STEVENS POINT	1515 Strongs Ave	Stevens Point WI	54481	1501 West River Dr.
281240831101326	ROBERT D MOODIE	2401 Rainbow Dr	Plover WI	54467	133 & 165 West Clark St.
281240831100148	MICHAEL E & ELLEN J SPLITT	824 West River Dr	Stevens Point WI	54481	824 West River Dr.
281240831100149	MAYEK DARELENE A C/O ADELIN E LIEBE	816 West River Dr	Stevens Point WI	54481	816 West River Dr.
281240831100150	ERNEST FLATOFF	808 West River Dr	Stevens Point WI	54481	808 West River Dr.



**CITY OF STEVENS POINT, WISC.**

PROJECT: MEAD PARK PARKING LOT  
IN: MEAD PARK

DESIGNED BY: JMS DATE: 09-15  
DRAWN BY: KHE DATE: 09-15  
REVISED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

SCALE:  
HOR. 1"=60'  
VER. N/A

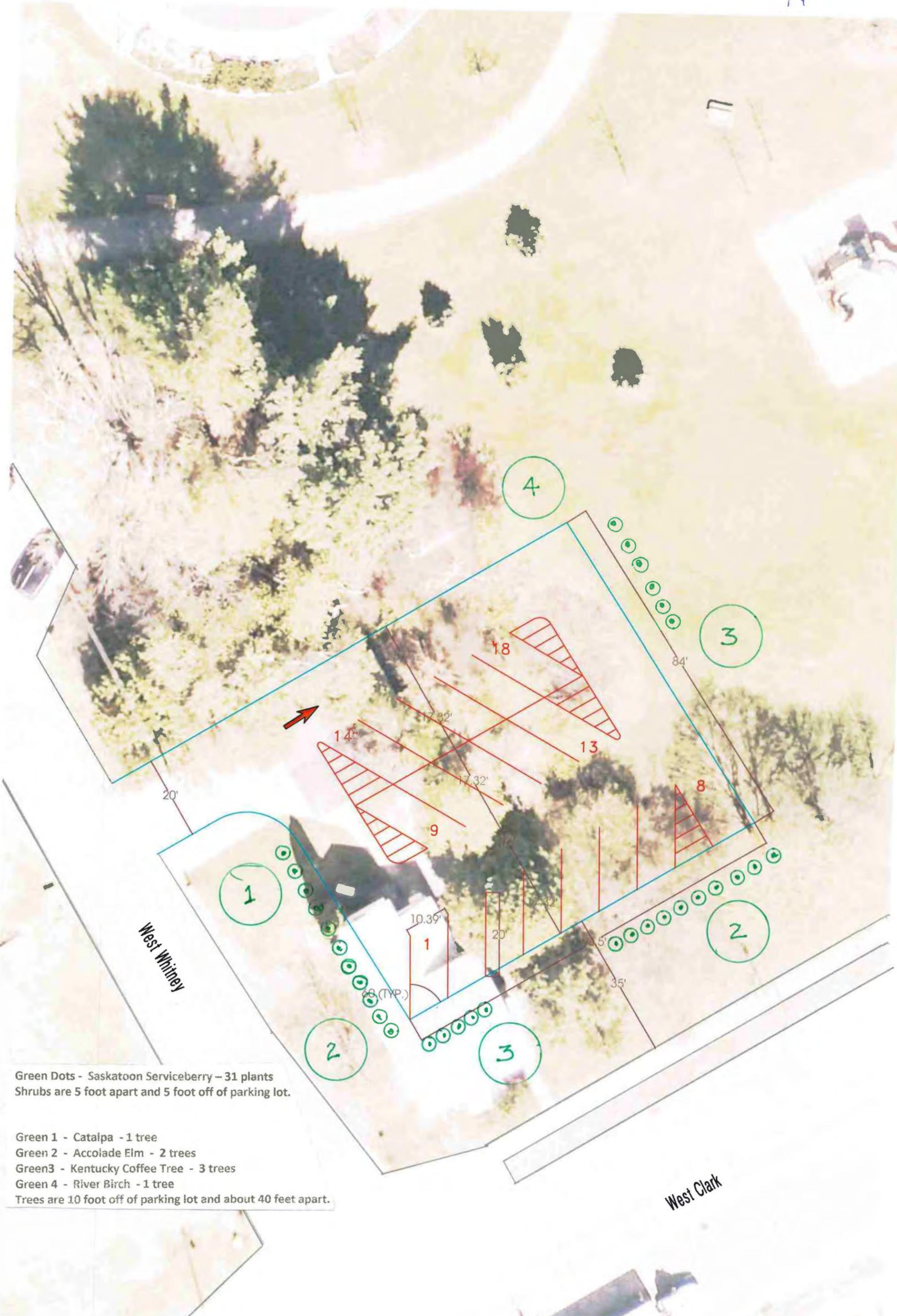
PROJECT NO. 00-00

SHEET NO. P1

1" = 20'

# Preliminary Lot @ Mead Park

N



Green Dots - Saskatoon Serviceberry - 31 plants  
 Shrubs are 5 foot apart and 5 foot off of parking lot.

- Green 1 - Catalpa - 1 tree
  - Green 2 - Accoiade Elm - 2 trees
  - Green3 - Kentucky Coffee Tree - 3 trees
  - Green 4 - River Birch - 1 tree
- Trees are 10 foot off of parking lot and about 40 feet apart.

West Clark



October 21, 2015

MEMO

RE: Property purchase - 1917 Cypress Street

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Plan Commission:

At the August 10, 2015 meeting of the Board of Water and Sewerage Commissioners meeting there was action taken to proceed with negotiations regarding the purchase of the property located at 1917 Cypress Street. Since that time staff and the Commission President have come to an agreed price well within the approved budget for the property.

The property is shown on the attached image with a yellow star. The properties already owned by the City are shown with red stars.

This property, if purchased, creates a much more useable site for the construction of a garage facility that is part of a capital improvement plan for the Department of Public Utilities.

Since we have agreed to a price acceptable to the Commission for purchase of this property we are looking for, and respectfully request, approval from the Plan Commission to move forward with procurement of the property.

Thank you for your consideration,

A handwritten signature in black ink that reads "Joel Lemke". The signature is written in a cursive, flowing style.

Joel Lemke  
Director

Name and Address		Parcel #	Alt Parcel #	Land Use
Secretary of Housing & Urban Development 4400 Will Rogers Pkwy #300 Oklahoma City, OK 73108		240832300409	240832300409	Residential
		Property Address		Neighborhood
		1917 Cypress St		29 Central (Residential)
		Subdivision		Zoning
Display Note		M M Strongs Addn		R3-TWO FAMILY

## OWNERSHIP HISTORY

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Secretary of Housing & Urban Developm Lakeview Loan Servicing LLC Jeffrey L & Donna M Zuleger Cap Services Inc	6/16/2015	\$147,700	Warranty Deed	807525	374	Land & Build.
	3/12/2015	\$147,700	Sheriff Deed	804502		Land & Build.
	1/20/2009	\$120,000	Warranty Deed	726517		Land & Build.
	5/1/1993	\$104,000	Warranty Deed	599		Land & Build.

## SITE DATA

## PERMITS

Actual Frontage	120.0	Date	Number	Amount	Purpose	Note
Effective Frontage	120.0	4/27/2009	36172	\$100	110 Storage Bldg/She	12'x12' greenhouse/ra
Effective Depth	239.7	9/18/2002	31123	\$420	066 Plumbing	hwh
Square Footage	28,779.0	11/4/1994	24682	\$550	110 Storage Bldg/She	10 X 12
Acreage	0.661					

## 2015 ASSESSED VALUE

Class	Land	Improvements	Total
(1) - A-Residential	\$13,000	\$89,800	\$102,800
<b>Total</b>	<b>\$13,000</b>	<b>\$89,800</b>	<b>\$102,800</b>

## LEGAL DESCRIPTION

LOT 1 CSM 1/134 BNG LOTS 734, 735, 743 & 744 BLK 78 M M STRONGS ADD ESMT FOR ING & EGR N 20' OF LOT 743 & PRT OF LOT 735 804502 805740 807525

## DWELLING DATA (1 of 1)

Style	09A Duplex 1 Sty		Basement	Full	Exposed	No
Ext. Wall	Alum / Vinyl / Steel		Heating	Basic		
Story Height	1	Age	45	Fuel Type	Gas	
Year Built	1970	Eff. Year	1970	System Type	Warm Air	
Class	(1) - A-Residential		Total Rooms	12	Bedrooms	9
Int. Cond. Relative to Ext.	Interior Same As Exterior		Family Rooms			
Physical Condition	Average		Full Baths	2	Half Baths	1
Kitchen Rating	Average		Bath Rating	Average		

## FEATURES

## ATTACHMENTS

Description	Units	Description	Area
Fireplace	1	Open Frame Porch	24
Openings	1	Open Frame Porch	32
Basement Finish	2,020		

Name and Address		Parcel #	Alt Parcel #	Land Use
Secretary of Housing & Urban Development 4400 Will Rogers Pkwy #300 Oklahoma City, OK 73108		240832300409	240832300409	Residential
		Property Address		Neighborhood
		1917 Cypress St		29 Central (Residential)
		Subdivision		Zoning
Display Note		M M Strongs Addn		R3-TWO FAMILY

**LIVING AREA**

Description	Gross Area	Calculated Area
Basement	2,114.0	
Finished Basement Living Area	0.0	0.0
First Story	2,114.0	2,114.0
Second Story	0.0	0.0
Additional Story	0.0	0.0
Attic / Finished	0.0	0.0
Half Story / Finished	0.0	0.0
Attic / Unfinished	0.0	
Half Story / Unfinished	0.0	
Room / Unfinished	0.0	
Total Living Area		2,114.0

**DETACHED IMPROVEMENTS**

Description	Year Built	Square Feet	Grade	Condition
Frame Shed	1994	120.0	C	Fair
Frame Shed	1970	120.0	C	Fair

**PROPERTY IMAGE**

**PROPERTY SKETCH**





The City of Stevens Point Public Utilities Department does not guarantee the accuracy of this map and should be used for reference only. Please contact the Public Utilities office with any questions.