

**City of Stevens Point
REGULAR COUNCIL MEETING**

**Council Chambers
County-City Building
1516 Church St**

**August 15, 2016
7:00 P.M.**

1. Roll Call.
2. Salute to the Flag and Mayor's opening remarks.
3. *Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.
4. Persons who wish to address the Mayor and Council for up to three (3) minutes on a non-agenda item.
5. Presentation by Tori Jennings regarding possible road lane striping options.

Consideration and Possible Action on the Following:

6. Minutes of the Regular Common Council meeting of July 18, 2016 and the Special Common Council meeting of July 25, 2016.
7. Minutes and actions of the City Plan Commission meeting of August 1, 2016.
8. Resolution – Conditional Use – Stevens Point Area Public School District– Permit to construct an entrance canopy on Washington School located at 3500 Prais Street (Parcel ID 2408-28-4018-02).
9. Resolution – Conditional Use Amendment – Ministry Saint Michael's Hospital – Permit to expand the hospital at 900 Illinois Avenue (Parcel ID 2408-33-2003-16 & 2408-28-3010-26)
10. Resolution – Conditional Use Amendment – Sheldon Ferkey – Permit to expand a car wash at 3324 Church Street and 3340 Church Street (Parcel ID's 2308-04-3012-03 & 2308-04-3012-04).
11. Resolution – Conditional Use – Jeffrey Meyers – Permit to construct an apartment complex at an unaddressed property east of Frederick Street between John's Drive and North Point Drive (Parcel ID 2408-29-2200-61).
12. Public Hearing - Vacate and discontinue a public street, a portion of Worth Court, specifically the western portion of cul-de-sac.
13. Resolution on the above.

14. Public Hearing - Vacate and discontinue a 20-foot alley south of Miller Court and north of Center Street between and parallel with Michigan Avenue and Welsby Avenue.
15. Resolution on the above.
16. Proposed survey and settlement agreement relating to the property line dispute for the property located at 100 Bukolt Park Street (Parcel ID 2408-30-40080-61).
17. Appeal of the Historic Preservation/Design Review Commission decision of their meeting on July 6, 2016 relating to the property at 1059 Clark Street (McDonald Title).
18. Minutes and actions of the Public Protection Committee meeting of August 8, 2016.
19. Minutes and actions of the Finance Committee meeting of August 8, 2016.
20. Minutes and actions of the Board of Public Works meeting of August 8, 2016.
21. Minutes and actions of the Personnel Committee meeting of August 8, 2016.
22. Enter into closed session pursuant to Wisconsin State Statute 19.85(1)(c) (Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises) for:
 - a. Anniversary Date Adjustment Grievance - AFSCME Local 309 Transit (Grievance T01-2016)
23. Reconvene into open session for action on Anniversary Date Adjustment Grievance - AFSCME Local 309 Transit (Grievance T01-2016)
24. Minutes and actions of the Police and Fire Commission meeting of July 12, 2016.
25. Minutes and actions of the Transportation Commission meeting of July 14, 2016.
26. Minutes and actions of the Board of Water and Sewerage Commissioners of August 8, 2016.
27. Minutes and actions of the Airport Commissioners meeting of August 8, 2016.
28. Minutes and actions of the Board of Park Commissioners meeting of August 3, 2016.
29. Statutory Monthly Financial Report of the Comptroller-Treasurer.
30. Mayor Appointment
Bicycle and Pedestrian Committee.
31. Adjournment.

RMC – Revised Municipal Code

Persons who wish to address the Common Council may make a statement as long as it pertains to a **specific** agenda item. Persons who wish to speak on an agenda item will be limited to a five (5) minute presentation. Any person who wishes to address the Common Council on a matter which is not on the agenda will be given a maximum of three (3) minutes and the time strictly enforced under the item, "Persons who wish to address the mayor and council on non-agenda items." Individuals should not expect to engage in discussion with members of the City Council and City staff.

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure 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.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during the regular business hours from 7:30 A.M. to 4:00 P.M.

**City of Stevens Point
REGULAR COUNCIL MEETING**

Council Chambers
County-City Building
1516 Church St

July 18, 2016
7:00 P.M.

Mayor Mike Wiza Presiding

ROLL CALL: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips, Morrow.

OTHERS

PRESENT: C/T Ladick, City Attorney Beveridge, City Clerk Moe; Directors Schrader, Schatschneider, Ostrowski; Police Chief Skibba, Fire Chief Finn;

2. Salute to the Flag and Mayor's opening remarks.

Mayor Wiza stated there has been several tragic news stories lately and he would like a moment of silence to remember the individuals affected by these events.

Mayor Wiza provided everyone with highlights and successes over the past several months that include the Creative Crosswalk, the historic restoration project at 1055 Main, the Orange Barrel Art Tour, Isaac Walton League National Convention and Gus Macker to name a few. He added there is local growth and expansion of area businesses. Mayor Wiza stated there is much to be thankful for. He ended with a challenge to everyone to commit a random act of kindness.

3. *Persons who wish to address the Mayor and Council on specific agenda items other than a "Public Hearing" must register their request at this time. Those who wish to address the Common Council during a "Public Hearing" are not required to identify themselves until the "Public Hearing" is declared open by the Mayor.

Mayor Wiza stated there are no public hearings on this agenda. He reminded anyone interested in speaking to register at this time.

4. Persons who wish to address the Mayor and Council for up to three (3) minutes on a non-agenda item.

Ald. Kneebone stated the Suzuki School of Music is providing musical instruction and free concerts at UWSP.

Ald. McComb wished to speak on the 4 to 3 lane conversions and asked that a presentation and discussion opportunity be planned for the alderpersons.

Ald. Morrow expressed his thanks for all those who made Riverfront Rendezvous a wonderful success.

Ald. Johnson stated she would support Ald. McComb's request but ask that it be directed as an engaged discussion with the alderpersons rather than just a presentation.

Clerk Moe reminded people about the upcoming partisan primary election on August 9. He said there is always some confusion regarding this election as it is a partisan primary. The partisan primary helps the various political parties choose their candidates for the general election. When a voter goes into the polls on the August 9, they will have to select a political party and stay within that party. It is different from the November general election where a voter may go between the different parties to vote for particular candidates.

Ald. Morrow asked what seats were on the ballot.

City Clerk Moe stated it would include the U.S. Senate, Congress, State Assembly, State Senate as well as the County offices for County Clerk, Treasurer and Register of Deeds.

Consideration and Possible Action on the Following:

5. Retention of Attorney Sheila Kessler for two matters in which the City Attorney has a conflict of interest.

Ald. Slowinski **moved**, Ald. Oberstadt seconded, to approve the retention of Attorney Sheila Kessler for two matters in which the City Attorney has a conflict of interest.

Ald. Slowinski verified the standard rate as \$70.00 per hour.

Attorney Beveridge stated that was correct and added there were no legal fees incurred for a similar request in the past.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

6. Notice of Circumstances of Claim & Claim for Damages: Michael Patton – windshield damage.

Ald. Phillips **moved**, Ald. Oberstadt seconded, to deny the circumstances of claim and claim for damage to Michael Patton's windshield.

Attorney Beveridge stated there was no evidence to support this claim.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips, Morrow.
Nays: None. Motion adopted.

7. Minutes of the Regular Common Council meeting of June 20, 2016 and the Special Common Council meetings of July 7 and July 11, 2016.

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the minutes of the Regular Common Council meeting of June 20, 2016 as well as the Special Common Council meetings of July 7, 2016 and July 11, 2016.

Ald. Slowinski noted a corrected on the July 11, 2016 minutes. He was listed in the roll call section as well as the "others present" and should be removed from the "others present" section.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

8. Minutes and actions of the City Plan Commission meeting of July 5, 2016.

Ald. Dugan **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the City Plan Commission meeting of July 5, 2016 and to pull item #4 for further discussion.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

Ald. Dugan stated she was concerned about the height and mass of the building. She stated the new drawing appears to be more in concert with her architectural ideas.

Ald. Johnson **moved**, Ald. Oberstadt seconded, to approve item #4 of the Plan Commission minutes of July 5, 2016.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

9. Resolution – Conditional Use – Cobblestone Hotels – Permit to construct a hotel on the lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70).

Ald. Doxtator **moved**, Ald. Shorr seconded, to approve the permit to construct a hotel on the lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street subject to the aforementioned conditions in the conditional use permit.

Ald. Dugan stated the outside material to be used does not conform to the Historic Design/Review requirements and does not hold up against moisture. She stated she is not pleased with the development of the building plans and would vote against this.

Ald. McComb stated she would vote in favor of this project. She stated she is disappointed if in fact they are not using a local builder, but she is pleased with the development of a downtown hotel.

Ald. Shorr stated it was his understanding that the financing allowed the project to proceed on schedule or the project would be delayed until the financing is completed.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Shorr, Doxtator.
Nays: Ald. Dugan. Motion adopted.

10. Resolution – Establishing a utility easement on the lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70).

Mayor Wiza stated this is not a resolution but an approval for the easement.

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the establishment of a utility easement on the lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips, Morrow.
Nays: None. Motion adopted.

11. Resolution – Conditional Use – Aspirus – Permit to construct a hospital addition onto their existing facility at 5409 Vern Holmes Drive (Parcel ID 2308-02-4000-12).

Ald. Doxtator **moved**, Ald. Slowinski seconded, to approve the resolution for a conditional use permit – Aspirus to construct a hospital addition onto the existing facility at 5409 Vern Holmes Drive.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

12. Resolution – Conditional Use – The Church of the Intercession – Permit to operate a warming shelter (temporary housing) at 1417 Church Street (Parcel ID 2408-32-1007-05).

Mary Ann Laszewski, 1209 Wisconsin Street, stated she is sympathetic to the homeless the Salvation Army is unable to accept as well as to the property owners in the area. She stated a conditional use permit must meet all 14 conditions in order to be approved and this project does not meet all of them.

The Reverend Jane Johnson, 1316 Ellis Street, stated everyone regardless of past history, is deserving of compassion, shelter, safety, food and water without exception. She stated the true measure of a community is how we take care of our most vulnerable.

Reid Rocheleau, 408 Cedar Street, stated this request is a form of Russian Roulette toying with public safety. He stated sex offenders are not concerned with whom they victimize, and the city should not concern itself with taking care of sex offenders. He urged this permit be denied.

Mayor Wiza stated a conditional use permit can be pulled at any time should violations occur.

Tiffany Krueger, 1311 West River, stated there are not enough homeless shelters and the Salvation Army is full. She stated this is a perfect location as it is next door to the Police Station.

Ald. Morrow explained he manages the State's Probation and Parole office. He explained and reassured everyone that registered sex offenders are housed by the State and have GPS units which are programmed with exclusion zones. He stated an immediate arrest warrant is issued for any individual who violates those boundaries.

Ald. Kneebone stated no one deserves to freeze to death because a lack of available services. She stated she supports this project.

Ald. Ryan asked if Chief Skibba would address the Police Department's involvement with the sponsoring organization.

Chief Skibba stated the department has been working with this group from the very beginning. He added this is a great idea and the department will respond when concerns or problems arise.

Ald. McComb stated she has received no calls from anyone in her district with concerns about the shelter. She added she is 100% behind this project.

Mayor Wiza stated citizens should contact his office, alderpersons or directors with concerns of misinformation or rumors.

Ald. Slowinski **moved**, Ald. Oberstadt seconded, to approve the conditional use – Church of the Intercession – permit to operate a warming shelter at 1417 Church Street.

Ald. Dugan stated she is pleased with this development.

Ald. Shorr stated he is impressed with this project and supports it.

Ald. Johnson stated it is important to look into the heart of homelessness.

Ald. Phillips asked how the new law passed in March concerning sex offenders affects this project.

Attorney Beveridge stated this has to do with zoning and did not know how the new law could affect a municipality's zoning regulations. He added that certain individuals with criminal backgrounds may not be eligible to use these facilities as they may be within 1500 feet of a school or daycare center.

Ald. Morrow stated registered sex offenders cannot be within 1500 feet of a school, playground or daycare center. He added a homeless sex offender does wear a GPS bracelet. Arrest warrants are executed for those individuals in violation of the law.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips, Morrow.
Nays: None. Motion adopted.

13. Resolution – Final plat review for a three lot subdivision, Washington Subdivision, at two unaddressed properties located at the southwest intersection of Regent Street and Saint Paul Street (Parcel ID’s 2408-28-4002-11 and 2408-28-4002-21).

Ald. Dugan **moved**, Ald. Shorr seconded, to approve the final plat review for a three lot subdivision, Washington Subdivision, at two unaddressed properties located at the southwest intersection of Regent Street and Saint Paul Street.

Ald. Phillips asked if it would be possible to wait to complete the sidewalks until after Green Avenue reconstruction is completed.

Mayor Wiza stated this is not the Green Avenue section.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

14. Minutes and actions of the Finance Committee meeting of July 11, 2016.

Ald. Oberstadt **moved**, Ald. Kneebone seconded, to approve the minutes and actions of the Finance Committee meeting of July 11, 2016.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips, Morrow.
Nays: None. Motion adopted.

15. Minutes and actions of the Public Protection Committee meeting of July 11, 2016.

Ald. McComb **moved**, Ald. Dugan seconded, to approve the minutes and actions of the Public Protection Committee meeting of July 11, 2016.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

16. Minutes and actions of the Board of Public Works meeting of July 11, 2016.

Ald. Shorr **moved**, Ald. Ryan seconded, to approve the minutes and actions of the Board of Public Works meeting of July 11, 2016.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

17. Ordinance Amendment – Traffic – Parking restrictions on sections of Reserve Street and Stanley Street (Section 9.05(g) of the RMC).

Ald. Doxtator **moved**, Ald. Ryan seconded, to approve the ordinance amendment for parking restrictions on sections of Reserve Street and Stanley Street.

Call for the Vote: Ayes: Ald. Doxtator, Shorr, Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Dugan, McComb, Phillips, Morrow.
Nays: None. Motion adopted.

18. Minutes and actions of the Personnel Committee meeting of July 11, 2016.

Ald. Slowinski **moved**, Ald. Johnson seconded, to approve the minutes and actions of the Personnel Committee meeting of July 11, 2016.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

19. Minutes and actions of the Police and Fire Commission meeting of June 7, 2016.

Ald. Kneebone **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Police and Fire Commission meeting of June 7, 2016.

Ald. Kneebone thanked Chief Finn for the great candidates the Fire Department seems to attract.

Mayor Wiza acknowledged the promotion of Sgt. Moss with the Police Department.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

20. Minutes and actions of the Transportation Commission meeting of June 16, 2016.

Ald. Shorr **moved**, Ald. Phillips seconded, to approve the minutes and actions of the Transportation Commission meeting of June 16, 2016.

Ald. Phillips questioned item #5 concerning the review of a draft agreement.

Attorney Beveridge stated this would combine the operations of the City and County Transit Departments. He stated this would allow for a greater funding pool.

Mayor Wiza stated this will become a "regional" transit commission.

Ald. Phillips asked if the City will have to supplement with increased taxes to support this move.

Mayor Wiza stated no.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

21. Minutes and actions of the Board of Water and Sewerage Commissioners of July 11, 2016.

Ald. Slowinski **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Board of Water and Sewerage Commissioners of July 11, 2016.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

22. Minutes and actions of the Airport Commissioners meeting of July 11, 2016.

Ald. Phillips **moved**, Ald. Doxtator seconded, to approve the minutes and actions of the Airport Commissioners meeting of July 11, 2016.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

23. Statutory Monthly Financial Report of the Comptroller-Treasurer.

Ald. Johnson **moved**, Ald. McComb seconded, to approve the statutory monthly Financial Report of the C/T and place it on file.

Call for the Vote: Ayes: All.
Nays: None. Motion adopted.

**24. Mayoral Appointments:
Tourism Commission
Supplemental Election Officials (Poll Workers)**

Ald. Phillips **moved**, Ald. Morrow seconded, to approve the mayoral appointments to Tourism Commission and Supplemental Election Officials.

Ald. Shorr stated he would abstain as his wife would be a pollworker.

Call for the Vote: Ayes: All.
Nays: None.
Abstain: Ald. Shorr. Motion adopted.

***25. To adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e) (deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session)on the following:**

a. City space needs and potential lease of the former Mid-State building at 933 Michigan Ave.

Ald. Doxtator **moved**, Ald. Dugan seconded, to move into closed session at 8:20 p.m.

Call for the Vote: Ayes: Ald. Morrow, Phillips, McComb, Dugan, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Shorr, Doxtator.
Nays: None. Motion adopted.

26. Adjournment.

The meeting was adjourned at 9:02 p.m.

**CITY OF STEVENS POINT
SPECIAL COMMON COUNCIL MEETING**

Lincoln Center
1519 Water Street

July 25, 2016
5:15 P.M.

Mayor Mike Wiza Presiding

Roll Call: Ald. Doxtator, Ryan, Oberstadt, Johnson, Slowinski, Kneebone, Phillips, Morrow.

EXCUSED: Ald. Shorr, Dugan, McComb.

OTHERS

PRESENT: City Attorney Beveridge; City Clerk Moe, C/T Ladick, Dir. Schatschneider, Beth Steinhauer.

Discussion and Possible Action on the Following:

2. **To adjourn into closed session pursuant to Wis. Stats. 19.85(1)(e) (deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session) on the following:**

- a. **Hoover Road Grade Separation Project – Right-of-Way Acquisition.**

Ald. Slowinski **moved**, Ald. Phillips seconded, to move into closed session pursuant to Wisconsin Statutes.

Call for the Vote: Ayes: Ald. Morrow, Phillips, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Doxtator.

Nays: None.

Excused: Ald. McComb, Dugan, Shorr. Motion adopted.

3. **Reconvene into open session for possible action.**

The meeting was reconvened into open session at 6:38 p.m.

Ald. Kneebone **moved**, Ald. Johnson seconded, to authorize jurisdictional offers or settlements for parcels #3 Big Dirt, LLC; #4 Warehouse Specialists, Inc.; #8 Valley Sales Corporation; and #10 Stevens Point Country Club.

Call for the Vote: Ayes: Ald. Morrow, Kneebone, Slowinski, Johnson, Oberstadt, Ryan, Doxtator.

Nays: Ald. Phillips.

Excused: Ald. McComb, Dugan, Shorr. Motion adopted.

4. **Adjournment.**

The meeting was adjourned at 6:39 p.m.

REPORT OF CITY PLAN COMMISSION

August 1, 2016 – 6:00 PM

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

PRESENT: Mayor Wiza, Alderperson Kneebone, Commissioner Curless, Commissioner Brush, and Commissioner Hoppe.

ALSO PRESENT: Director Ostrowski, Associate Planner Kearns, City Attorney Beveridge, Alderperson Morrow, Alderperson Oberstadt, Alderperson Phillips, Alderperson McComb, Alderperson Shorr, Nate Enwald, Don Keck, Pat Hilpert, Cathy Jones, Joan Kolodziej, Mary Ann Powell, Michael Mutz, Jeffrey Meyers, Sharon Inman, Jean Lacke, Gregg Warren, Mark Thomas, Mary Olsen, Cherrie Marti, Bryant Mosconi, Mike Chobanian, Chase Rettles, Catie Albrecht, Todd Paider, Ken Zynda, Annette Zynda, Tomoko Kuribayashi, Shari Carpenter, Sheldon Ferkey, Caitlin Carmody, and Frank Minervini.

INDEX:

1. Roll call.

Discussion and possible action on the following:

2. Report of the July 5, 2016 Plan Commission meeting.
3. **Public Hearing** – Request from Stevens Point Area Public School District for a conditional use permit amendment for the purposes of constructing an entrance canopy on Washington School located at 3500 Prais Street (Parcel ID 2408-28-4018-02).
4. Action on the above.
5. **Public Hearing** – Request from Ministry Saint Michael’s Hospital for a conditional use permit amendment for the purpose of expanding the hospital at 900 Illinois Avenue (Parcel ID 2408-33-2003-16 & 2408-28-3010-26).
6. Action on the above.
7. **Public Hearing** – Request from Sheldon Ferkey for a conditional use permit amendment for the purposes of expanding a car wash at 3324 Church Street and 3340 Church Street (Parcel ID’s 2308-04-3012-03 & 2308-04-3012-04).
8. Action on the above.
9. **Public Hearing** – Request from Jeffrey Meyers for a conditional use permit to construct an apartment complex at an unaddressed property east of Frederick Street between John’s Drive and North Point Drive (Parcel ID 2408-29-2200-61).
10. Action on the above.
11. Request from the City of Stevens Point to vacate and discontinue a public street, a portion of Worth Court, specifically the western portion of cul-de-sac.

12. Request from Frank Minervini to vacate and discontinue a 20-foot alley south of Miller Court and north of Center Street between and parallel with Michigan Avenue and Welsby Avenue.
13. Proposed survey for settlement of property line dispute for the property located at 100 Bukolt Park Street (Parcel ID 2408-30-4008-06).
14. Request from the City of Stevens Point to apply for Wisconsin State Historical Society Certified Local Government Subgrant Funds to nominate historic districts to the National Register of Historic Places.
15. Community Development Department Monthly Report for July 2016. *Report will be provided after July 31, 2016.*
16. Director's Update
17. Adjourn.

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1. Roll call.

Present: Wiza, Kneebone, Curless, Brush, Hoppe

Discussion and possible action on the following:

2. Report of the July 5, 2016 Plan Commission meeting.

Motion by Commissioner Hoppe to approve the report of the July 5, 2016 Plan Commission meeting; seconded by Commissioner Brush.

Motion carried 5-0

3. **Public Hearing** – Request from Stevens Point Area Public School District for a conditional use permit amendment for the purposes of constructing an entrance canopy on Washington School located at 3500 Prais Street (Parcel ID 2408-28-4018-02).

Director Ostrowski began by explaining that any additions to a school property in a residentially zoned property would require a conditional use permit. He briefly summarized the request from Stevens Point Area Public School District for a conditional use permit amendment to construct a small canopy over a service door on the east side of the Washington School building. Staff provided existing site photos of the service door and recommended approval with conditions outlined in the staff report.

Mayor Wiza declared public hearing open.

Cathy Jones (3311 Orchid Ln) expressed a concern on the aesthetics of the canopy and requested to see a rendering or drawing.

Don Keck (Stevens Point Area Public School District) clarified that the canopy would consist of two columns with a flat panel roof over the top. He explained that the canopy would serve to remedy

their snow/ice issues, as well as to prevent future injury due to wet and slippery conditions for their deliverers. The canopy would be of minimalist design with existing roof lines taken into consideration.

Mayor Wiza requested more information on color and material choices.

Don Keck (Stevens Point Area Public School District) confirmed that the canopy would match the existing material and color patterns of the building.

Mayor Wiza declared the public hearing closed.

4. Action on the above.

Motion by Alderperson Kneebone to accept the request from Stevens Point Area Public School District for a conditional use permit amendment for the purposes of constructing an entrance canopy on Washington School located at 3500 Prais Street (Parcel ID 2408-28-4018-02) with the following conditions:

1. **Applicable building codes shall be met.**
2. **A building permit shall be obtained.**
3. **No additional refuse containers or mechanical equipment shall be placed on the property or installed, unless all containers and equipment on the property is screened from view.**

seconded by Commissioner Curless.

Motion carried 5-0

5. **Public Hearing** – Request from Ministry Saint Michael’s Hospital for a conditional use permit amendment for the purpose of expanding the hospital at 900 Illinois Avenue (Parcel ID 2408-33-2003-16 & 2408-28-3010-26).

Mayor Wiza briefly reminded the commission of the hospital’s request from several months prior.

Director Ostrowski summarized the previous approved request from Ministry Saint Michael’s Hospital to vacate the pedestrian mall north of the hospital in order to expand the hospital with their cancer center off the northeast end of the existing building. He explained that the property was zoned R-5 Multiple Family, therefore hospitals were conditional use within the R-5 zoning district and would require a conditional use permit amendment. He also noted that the hospital was currently working on an emergency department addition and the new construction would be northeast of this ER center. He went on to show existing site photos and a vicinity map, as well as mentioning that traffic flow would be slightly augmented.

Commissioner Hoppe requested clarification on the walking path.

Director Ostrowski confirmed that Ministry Saint Michael’s Hospital would keep a pedestrian walkway before detailing the proposed aesthetics, materials and landscaping of the new addition.

Commissioner Curless asked if the hospital on Highway 66 was a part of Saint Michael’s.

Director Ostrowski clarified that the hospital on Highway 66 was Marshfield Clinic.

Commissioner Curless asked for clarification on the cancer center also being built at Marshfield Clinic to which Director Ostrowski explained that the two were separate entities and projects.

Director Ostrowski noted that 47 parking stalls would be lost to the cancer center addition and went on to explain that the hospital would be required to have 381 stalls when taking the number of beds and square feet in clinic space into consideration. Due to the proximity of a bus stop, they would be able to reduce down to 324 stalls. He made a point to mention that they currently had 668 stalls at the hospital, therefore meeting parking requirements.

Commissioner Curless asked if employees would be parking within the same lot to which Director Ostrowski stated that employees parked on Clark Street since bus transportation was provided. He went on to summarize the proposed landscaping plan, and recommend approval with conditions laid out in the staff report.

Mayor Wiza declared the public hearing open.

Gregg Warren (2321 Jersey St) voiced concerns over the ongoing construction over the past three years. He stated that the area was continuously subjected to noise that began prior to the allowed times in the city ordinance, as well as an overflow of light pollution. He requested that the light spillage on Illinois Avenue be minimized.

Jean Lacke (933 Illinois Ave) reaffirmed some of the same concerns as Gregg Warren. She explained that parking had become an issue in the two hour parking areas. She has noticed people moving their vehicles to different spots every two hours to avoid a citation. Ms. Lacke was also concerned about ambient noise coming from the top of the building. She stated that the background noise had even stalled the selling of a home and requested that those concerns be considered prior to approving the request.

Tomoko Kuribayashi (2316 Prais St) explained that parking was allowed on only one side of Prais Street, and that she would prefer cars to not be parked on her side of the street at all times as it did not allow ice to fully melt on the sidewalk. She also questioned how long the construction would take as they have been dealing with traffic issues and near miss accidents for the past two to three years.

Aldersperson David Shorr (Second District) was impressed by the issues being brought forth and felt that the noise and light pollution should be remedied. While he was finding a lot of hospital employees parking on Peck Street, he was more concerned about the pedestrian walkway. Aldersperson Shorr wanted to be reassured that the pedestrian walkway would work well for the neighborhood as it was an important path used to get to the campus and other areas towards the west.

Aldersperson Cathy Dugan (Eighth District) was also impressed by the testimony being presented. She expressed concern about losing the pedestrian mall as it was being used by UWSP students, residents, and hospital employees. While she was not pleased with the rerouting of the walkway, although she was glad one was proposed, as well as suggesting that it may be improved with more landscaping. Aldersperson Dugan was pleased about the height of the proposed addition, its materials, and proposed landscaping. She felt that the hospital and commission staff had overall

kept the surrounding residents in mind when dealing with architectural appeal and in keeping a pedestrian walkway.

Joan Kolodziej (2325 Prais St) agreed with previous testimony. She has had continuous issues with noise and parking as well. She would request that the surrounding neighbors be taken into consideration.

Mary Ann Powell (2333 Prais St) disagreed with changing the pedestrian walkway as that is her route to church. She also expressed concern with trucks being on her street. She has had a hard time backing out of her driveway, especially in the winter. Lastly, she requested to know where people would be parking when the 47 parking spaces were removed.

Caitlin Carmody (833 Illinois Ave) expressed concern over issues that may arise when constructing a project. She was not pleased with the ongoing projects for the past three years, and called the hospital staff after a year of the bus being parked outside her home.

Mayor Wiza mentioned that the bus should have now been on the opposite side of the road.

Caitlin Carmody (833 Illinois Ave) confirmed that the bus was now on the opposite side of the road. She further clarified that the initial construction made it so the bus could not sit on the opposite side, resulting in it being parked outside her home.

Mayor Wiza stated that he had received several calls regarding the bus and had worked with the hospital to have it removed.

Caitlin Carmody (833 Illinois Ave) was pleased parking had been blocked off on Illinois Avenue. While she had no further issues with parking, she noted that the construction was still impeding traffic flow on Illinois Avenue. She expressed concern over the construction timeline. She also made a point to ask how vehicles would be getting to the staging area of the construction site as Illinois Avenue was already congested. Ms. Carmody requested verification on the height of the building, noting concern of a potential second story in a few years, as well as requesting further clarification on proposed signage. She went on to express concern for not only early working hours, but late stop times, both in construction and landscape maintenance. She would like noise to stop at 8:00 PM.

Shari Carpenter (2308 Praise St) mentioned that she was not opposed to the construction but shared similar concerns with her neighbors, especially on noise and safety. She was not pleased with the smokers on the street corner instead of hospital property where they had been given an area to smoke. She also voiced a concern on privacy, hoping that patient windows would not provide a view into resident homes. Ms. Carpenter requested the possibility of changing Prais Street and other neighboring streets to be limited to 20 minute parking zones as employees were shifting their cars every couple of hours on the streets. She requested more information on a construction timeline and neighborhood contact person before asking that trees used for landscaping along the sidewalk not drop fruit due to them becoming hazards in the winter. Lastly, she questioned why the soon to be vacated Marshfield oncology area could not be used to house the new Saint Michael's Hospital cancer center.

Mayor Wiza declared the public hearing closed.

6. Action on the above.

Mayor Wiza stated that they would try to address the issues presented.

Director Ostrowski noted that the current lighting for the pedestrian walkway had a number of lights that would most likely be removed through construction. He referenced page 43 of the agenda packet for an illumination plan that identified the light spillage around the property. He stated that if there were further concerns, lights could be toned down or eliminated. He also clarified that signage would be contained to the internal part of the campus and would consist of only two signs: an informational sign on the north side, and one on the west side going into the cancer center. The portion facing the residents to the east would not have signage. In regards to patient visibility, windows would be looking to the north viewing area, not residential homes. He referenced the garden screen on page 38 of the agenda packet that would be used to block patient view from the parking lot. Director Ostrowski went on to note that there were no specific hours within city ordinance that stated when they could not operate and that the hours were at the discretion of the police department. Lastly, he explained that adding a condition with a start and stop time for construction would be appropriate for the conditional use permit.

Director Ostrowski went on to mention that landscaping details for the trees, the green pathway along the pedestrian walkway, and the parking lot islands had been outlined in the landscaping plan. He also noted that the police department may have to take a closer look at enforcing parking times. In this case he confirmed the option to add a condition to limit construction and staff vehicles to certain streets. He reaffirmed that they had provided a staging area and recommended Stanley Street for the ingress/egress of construction vehicles.

Mayor Wiza stated that the city council could also look into changing the city's parking city ordinance at the city level instead of plan commission.

Commissioner Curless mentioned that there was already an existing parking situation without the construction.

Mayor Wiza made reference to an earlier testimony on construction vehicles being parked around homes.

Commissioner Curless asked if the UWSP science building project was contributing to the noise issue.

Mayor Wiza said that it might be contributing to the noise issue.

Director Ostrowski clarified that screening of the mechanical equipment would be required, hopefully reducing ambient noise. He also mentioned that any plans to build a second story would be addressed at the time of a request.

Mayor Wiza referenced staff recommendations for mechanical screening and landscaping requirements.

Commissioner Hoppe asked if the sidewalk would be a standard width or wider.

Director Ostrowski confirmed that the sidewalk would be a standard width of 5 feet.

Commissioner Curless mentioned that there may be a standard hours of operation ordinance when pertaining to extreme temperatures.

Mayor Wiza confirmed that there was no ordinance.

Commissioner Brush questioned whether the bright LED blue lights had already been approved to which Director Ostrowski stated that he would have to look at previous plans that had been submitted under a previous conditional use permit with the ER and hallway additions.

Commissioner Hoppe questioned if they already had a timeline for construction.

Mayor Wiza said he hoped the timeline would be clarified, but that they had yet to address multiple issues. Lastly, he asked the hospital representative if they could come forward to address the remaining questions.

Cherrie Marti (St. Michael's Hospital), Vice President of Operations, explained that there were three phases to the construction project. She stated that they were currently in phase two, and hoped to close it by December before starting on the more internal phase three works. She tentatively hoped to wrap up in a little less than a year, noting that there were still several steps to accomplish before receiving approval for the new addition. She reassured residents that parking should shift and be alleviated once the new entrance and corridor open. Ms. Marti also mentioned that their parking committee had already anticipated issues and were working to remedy them.

Mayor Wiza asked for an anticipated start and completion date for the new construction.

Cherrie Marti (St. Michael's Hospital) said they hoped to begin late October or November, and complete it by next September.

Mayor Wiza requested to know how vehicles would get in and out of the staging area to which Cherrie Marti explained that plans had not been worked out due to contractors not yet being finalized, but that she would take concerns into advisement in using Stanley, but noting that they may still need to use the side entrance on Illinois Avenue.

Mayor Wiza asked for a neighborhood contact regarding any concerns to which Cherrie Marti stated that she was still the contact person. She also stated that their contact phone number and email were on their website, but would verify them as it may not have been monitored during a gap due to position changes.

Cherrie Marti (St. Michael's Hospital) verified that the building was not being designed to go to a second floor.

Mayor Wiza asked if hardship would take place were conditions placed to allow work between the hours of 7:00 AM and 8:00 PM to which Cherrie Marti stated that they would be willing to work with construction to meet adjustments.

Commissioner Brush appreciated the willingness of the applicant to address the issues, but asked if they could also address the smoking going on across the street from homes instead of a designated smoking area.

Mayor Wiza stressed that the issue was not up for consideration with the decision, but would permit the applicant to answer as it had been an ongoing issue.

Cherrie Marti (St. Michael's Hospital) explained that it was a challenging issue as they were a smoke free campus, but would take steps to address the issue again with their employees and construction crew.

Mayor Wiza explained that the issue pertaining to ambient noise could be addressed by Cherrie Marti outside of the meeting.

Commissioner Brush asked if construction employees could park where employees park instead of on city streets to which Cherrie Marti responded that the city had allowed them to use the old Midstate parking lot. She also noted parking stickers had been issued and were required to use the parking lot.

Mayor Wiza suggested that construction vehicles be prohibited from parking on Prais Street, Illinois Avenue, and Jersey Street, as well as a work start time of 7:00 AM and stop time of 8:00 PM as additional conditions.

Director Ostrowski asked to allow staff to make minor changes as an additional condition.

Motion by Commissioner Curless to approve the request from Ministry Saint Michael's Hospital for a conditional use permit amendment for the purpose of expanding the hospital at 900 Illinois Avenue (Parcel ID 2408-33-2003-16 & 2408-28-3010-26) with the following conditions:

- 1. All applicable building permits shall be obtained.**
- 2. Properties shall be combined via a certified survey map or other appropriate means before a building permit can be issued.**
- 3. All mechanical equipment shall be screened with materials complementing the main materials on the principal building.**
- 4. Signage shall be installed as proposed.**
- 5. Landscaping plant species and details shall be provided to be reviewed and approved by the Community Development Department.**
- 6. Construction hours for the hospital expansion shall be between 7:00 AM – 8:00 PM, construction shall not occur outside of these hours.**
- 7. Construction vehicles, including construction worker vehicles, shall be prohibited from parking on Prais Street, Illinois Avenue, and Jersey Street.**
- 8. Staff shall have the authority to approve minor amendments to the project and plans.**

seconded by Commissioner Brush.

Motion carried 5-0

- 7. Public Hearing** – Request from Sheldon Ferkey for a conditional use permit amendment for the purposes of expanding a car wash at 3324 Church Street and 3340 Church Street (Parcel ID's 2308-04-3012-03 & 2308-04-3012-04).

Director Ostrowski summarized the previous approved request from Sheldon Ferkey where he had added vacuum areas to the north side of the site. At the time of the request, a potential addition of an automatic carwash bay to the north side of the building had been mentioned. He continued that all carwashes were conditional use within the district before showing existing site photos.

Director Ostrowski stated that the new expansion request would not have any impact on traffic flow. Having conferred with Mr. Ferkey, he confirmed that the carwash would be self-contained and that he would be using similar construction materials to mimic the existing building. He had asked to have a pedestrian striped area added and to have the hours of operation changed where the carwash doors to be closed at all times, but saw no other issues with recommending approval of the carwash.

Commissioner Hoppe asked if the drying process would be contained.

Director Ostrowski and Mayor Wiza confirmed that the drying would also be contained.

Aldersperson Kneebone (Seventh District) asked if water would end up on the walkway into the building on the entrance side of the carwash or the exit of the carwash, thus creating a hazard for the pedestrian striping.

Director Ostrowski and Mayor Wiza confirmed that there should be no issues with water coming out of the carwash and creating a hazard for the pedestrian striping.

Commissioner Curless asked if cars would be driving out onto Church Street and if water would end up on the Church Street.

Mayor Wiza confirmed drivers would come out onto Church Street, but there would be no water issues, citing a previous carwash at the same location.

Commissioner Brush asked if there would be any additional curb costs.

Director Ostrowski and Mayor Wiza answered no.

Sheldon Ferkey (2975 Swiggum Ln, Wisconsin Rapids) expressed his appreciation regarding the consideration for his request. He noted the proposed carwash would be similar to one that had been in place in Wisconsin Rapids for several years. He also confirmed that the carwash would be completely contained; the gated pay station would open the doors and direct the driver into the carwash only if it was vacant, doors would close behind the car and complete the wash, wax, and drying process without the car ever moving, and once complete, would open the door and allow the car to leave. He pointed out that the next car would not be allowed into the carwash bay until the last vehicle vacated. He also mentioned that the carwash could be a great asset to the community as it had the ability to wash cars with emergency lights or fixtures without harming the vehicle. Lastly, he stated that there would be no water issues since the floors were sloped inward, directing water into a center pit.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

8. Action on the above.

Motion by Commissioner Brush to approve the request from Sheldon Ferkey for a conditional use permit amendment for the purposes of expanding a car wash at 3324 Church Street and 3340 Church Street (Parcel ID's 2308-04-3012-03 & 2308-04-3012-04) with the following conditions:

1. A pedestrian walkway shall be striped on site leading to the facilities main entrance, as well as appropriate signage installed identifying the pedestrian crossing.
2. Appropriate signage shall be installed indicating on-site traffic exiting the touch-free car wash to yield or utilize the northern exits.
3. Applicable building codes shall be met.
4. A building permit shall be obtained.
5. Southwest driveway shall be “exit only” and be signed and marked appropriately with the installation of curb or raised median.
6. If storage of refuse is proposed outside, all pertinent requirements including screening shall be met. Screening shall be of comparable materials of the primary building. The applicant shall submit an updated site plan and rendering identifying the refuse storage location and screening requirements to be reviewed and approved by Community Development Department staff.
7. Landscape areas further than 100 feet away from a water source will be required to be sprinklered.
8. If the existing building is removed on the site to the north, perimeter landscape screening, meeting ordinance requirements, shall be installed within one year.
9. The carwash shall not be operational during the hours of 9:00PM and 6:00AM, unless the doors remain closed throughout the entire carwash and drying process.

seconded by Alderperson Kneebone.

Motion carried 5-0

9. **Public Hearing** – Request from Jeffrey Meyers for a conditional use permit to construct an apartment complex at an unaddressed property east of Frederick Street between John’s Drive and North Point Drive (Parcel ID 2408-29-2200-61).

Director Ostrowski summarized the request from Jeffrey Meyers for a conditional use permit to construct a 10 unit, 20 bedroom, two-story apartment complex with associated detached parking on site at an unaddressed property east of Frederick Street between John’s Drive and North Point Drive. He reported that there would be 5 units per floor, and private entrances for each unit with patios and decks, totaling a little over 10,000 square feet, as well as having a variety of exterior finishing materials. He proceeded to show existing site photos, currently a wooded site. He explained that the surrounding area included a lot of other multiple family properties. He clarified that while the main façade typically faced the street, this particular structure would be built perpendicular to the street. He further clarified that as long as there were enough architectural elements on the side facing the street to make it appear like a main façade, it could be done. He went on to summarize proposed elevations and proposed building materials. Lastly, Director Ostrowski summarized proposed landscaping plans that had been submitted and additional

requirements that had been requested, and he recommend approval with conditions laid out in the staff report.

Commissioner Brush voiced concerns over the north façade of the garage that would face an existing residential complex and questioned the amount of land between the garage and property line.

Mayor Wiza stated that it would be facing the parking lot.

Director Ostrowski noted that it would be about 11 feet of land between the garage and property line, referencing page 73 in the agenda packet.

Commissioner Brush asked if residents would see it.

Mayor Wiza said that a couple residents may see it when referencing the property to the north, but also mentioning that they were already looking at a parking lot.

Director Ostrowski stated that the recommendation to preserve as many mature trees as possible would not only assist to shade that area, but also provide a screen.

Commissioner Brush recommended additional landscape on the north side of the parking garage where it might be seen by neighboring property's eastern end.

Commissioner Curless mentioned that the mechanical room may be better on the opposite side.

Commissioner Hoppe agreed with Commissioner Curless.

Associate Planner Kearns stated that they had originally proposed the mechanical room on the east side, but that they had a difficult time meeting both setback and other requirements so it was moved.

Mayor Wiza mentioned that fake windows might be a compromise.

Commissioner Hoppe asked if there were other architectural element for design options.

Director Ostrowski affirmed that windows would be best to break up the façade.

Commissioner Curless mentioned the possibility of building a full two stories of the mechanical room, tying the roof in and creating storage above that area, leaving room to have windows on the top and bottom.

Aldersperson Kneebone (Seventh District) asked if there were any accommodations for secure bike storage.

Associate Planner Kearns confirmed that there was bike rack to accommodate 6 bikes by the western most handicapped stall.

Commissioner Hoppe asked whether each unit would be guaranteed a garage stall.

Mayor Wiza confirmed that each unit should have a garage stall.

Commissioner Curless asked for clarification on the amount of garage stalls.

Director Ostrowski confirmed there would be 10 single garage stalls and one double stall.

Commissioner Curless suggested having the applicant place an extra garage stall in order to store all tenant bikes.

Mayor Wiza voiced his concern about tenants all accessing the same stall for bicycles and felt they would not be secured.

Commissioner Curless stressed his opinion in having all bikes stored within a stall, stating it would look nicer.

Mayor Wiza reminded the commission that the applicant would be speaking soon.

Mayor Wiza declared the public hearing open.

Mayor Wiza declared the public hearing closed.

10. Action on the above.

Jeffrey Meyers (4784 Pierce Ave, Plover), assisting the current owner, Mr. Michael Mutz, had a couple items to address regarding recommendations laid out by Director Ostrowski. He stated that they set out to fit the architectural structure among the surrounding area while keeping in mind costs associated with building an apartment complex. This brought him to a variety of shakes, siding, and masonry components. When working with his builder, it was suggested that placing masonry over siding would add between \$20,000 – 30,000 of additional costs. He mentioned when initially working with the city on developments and design, they had set out to have a masonry component on roughly 25% of the building, but decided to leave it off the sides that were not visible to the general public, as well as leaving it off the garage. He hoped using cedar shakes to break up the garage façades would be sufficient, as well as proposing the masonry component as is, without additional masonry. Mr. Meyers understood the need for architectural interest and proposed a compromise of a 30% masonry component on the street facing façade instead of installing a fake window that may cause issues at a later date. He stated that he would prefer to use siding to add an architectural element instead of placing a window where he felt it would not be practical or appropriate, and reminded staff that they wanted to keep costs in mind. Furthermore, he questioned the need for curbing the entrance driveway as they had originally designed the property to not have curbs on the driveway coming in. He stated that they were not required to curb their 25 foot wide entrance since it was not over the 35 feet required by city ordinance. He requested that the driveway to be curbed condition be removed as it would add an additional cost of \$4,000-5,000, especially when they have adequate drainage. He also stressed that while they would try to keep as many trees on the lot as possible, they would have to also take appropriate provisions to have adequate drainage on the property. In addition to the curbed entrance, he asked that the sidewalk condition also be removed stating that there were no existing sidewalks on Frederick street, nor was it a high enough traffic area to warrant sidewalks. Mr. Meyers stated that if the city made provisions to require the whole neighborhood to have sidewalks, they would happily comply at that time. Lastly, he referenced the additional \$6,000-7,000 cost to add sidewalks. He also clarified that the current position of the mechanical room was the most cost effective and provided ease in servicing mechanical issues without disrupting tenants. He added that the mechanical room broke up the façade facing the street. He went on to confirm that there would be 11 garage stalls in total, 1 for each unit, and a double stall to act as inventory storage. He also stated that the garage was large enough for a standard sized car with additional space for storage, and that tenants would be able to

store bikes in the garage if need be. Lastly, he explained that the bike racks were more to support temporary visitors or guests.

Commissioner Curless requested the size of the garage stalls.

Jeffrey Meyers (4784 Pierce Ave, Plover) wasn't able to give an exact size, but explained one would be able to fit a SUV within the stall.

Mayor Wiza confirmed that the size of a garage stall would approximately be 22 x 11 feet.

Aldersperson Kneebone (Seventh District) asked whether they would be willing to use bike hitches or speak with someone from the Bicycle and Pedestrian Advisory Committee to discuss a rack options would not damage bikes to which Jeffrey Meyers had no opposition.

Commissioner Hoppe asked for clarification on the material proposed for the mechanical room, as well asking if they would be open to adding additional landscape around the mechanical room.

Jeffrey Meyers (4784 Pierce Ave, Plover) expressed no issues with including additional landscape around the mechanical room.

Commissioner Hoppe said that the landscaping could be act as comprise to the windows, stating that it could assist in breaking up the façade.

Mayor Wiza suggested allowing staff to work directly with the applicant to reach an agreement.

Commissioner Curless felt the project would fit in well within the neighborhood.

Motion by Commissioner Curless to approve the request from Jeffrey Meyers for a conditional use permit to construct an apartment complex at an unaddressed property east of Frederick Street between John's Drive and North Point Drive (Parcel ID 2408-29-2200-61) with the following conditions:

1. **Applicable building codes shall be met and applicable permits obtained.**
2. **Finishing materials found on the main building shall be incorporated into the detached garages on all facades. A revised plan shall be submitted and approved by Community Development Department staff.**
3. **Two additional windows shall be added to the western façade as indicated to the right.**
4. **The east elevation of the main building shall mimic the western façade in terms of façade materials and windows.**
5. **A minimum of 25% of the façade shall be covered with masonry or decorative brick. EIFS may be considered to satisfy this requirement.**
6. **The eastern most parking stall shall be marked for "No Parking" and utilized as a turnaround stall in the event the open-air parking is full.**
7. **The driveway entrance shall be curbed.**

8. Landscaping shall be added to fully screen the east side of the parking lot. The applicant shall submit an updated site plan identifying required landscaping, including adding some additional landscaping along the north, south and east side of the main building and to the north and east on the detached garage. If existing trees can be maintained on the north and east side of the garage, the requirement for additional landscaping can be removed. The plans shall be reviewed and approved by Community Development Department staff.
9. Sidewalks shall be installed on the entirety of the property abutting the street, meeting all applicable design requirements to be reviewed and approved by the director of public works. The sidewalks shall connect to the internal sidewalks.
10. The maximum number of units shall be 10, with a maximum number of 20 bedrooms.
11. Snow shall be removed from the site, or stored in a location that it will not negatively impact parking, vehicular circulation, or adjacent properties.
12. A lighting plan showing light intensity shall be submitted to be reviewed and approved by the Community Development Department.
13. The applicant shall pay the required park fee per unit to the City.
14. Minor modifications may be approved by staff.

seconded by Commissioner Brush; Nay by Commissioner Hoppe.

Motion carried 4-1

11. Request from the City of Stevens Point to vacate and discontinue a public street, a portion of Worth Court, specifically the western portion of cul-de-sac.

Director Ostrowski reminded staff that the public street had been in front of them as an extension during the Skyward project. The street had assisted individuals working at Skyward or those going through the business park to get to a lighted intersection at Clem's Way. He explained the need to vacate that portion of the cul-de-sac as it was no longer needed and stated that they had already adopted the preliminary resolution that was put forth in front of council. He mentioned that there would be a public hearing at council. He recommended approval to vacate a portion of the public street.

Motion by Mayor Wiza to approve the request from the City of Stevens Point to vacate and discontinue a public street, a portion of Worth Court, specifically the western portion of cul-de-sac; seconded by Commissioner Brush.

Motion carried 5-0

12. Request from Frank Minervini to vacate and discontinue a 20-foot alley south of Miller Court and north of Center Street between and parallel with Michigan Avenue and Welsby Avenue.

Director Ostrowski summarized the request from Frank Minervini to vacate and discontinue a 20-foot alley south of Miller Court and north of Center Street between the parallel with Michigan Avenue and Welsby Avenue. Due to it being an unimproved alley, the vacation process was a bit

easier in that the request could have been initiated by the city where there public interest to do so, or initiated by the applicant or abutting property owners of the right-of-way area. He explained that in this instance, they had already petitioned the city and received greater than 50% of the land owners abutting the unimproved alley. Director Ostrowski did not see any issues with Miller Court ever expanding and lastly recommend approval to vacate the alley which would be split among the abutting property owners.

Commissioner Curless asked whether all property owners would receive part of the land and if there would be costs associated with the transfer.

Director Ostrowski confirmed that once the street was vacated the city would lose all interest in the property and explained.

Mayor Wiza reminded the commission that while the alley was being turned over at no consideration, there would be future consideration when property taxes were paid.

Commissioner Curless asked who would be performing the survey and if the area would be split into 4 parcels.

Director Ostrowski confirmed that the property would be split down the middle.

Commissioner Curless asked who would pay for the survey.

Director Ostrowski explained that they would provide the petition for vacating the alley, but the owners would then have to do their own survey.

Motion by Alderperson Kneebone to approve the request from Frank Minervini to vacate and discontinue a 20-foot alley south of Miller Court and north of Center Street between and parallel with Michigan Avenue and Welsby Avenue; seconded by Commissioner Curless.

Motion carried 5-0

13. Proposed survey for settlement of property line dispute for the property located at 100 Bukolt Park Street (Parcel ID 2408-30-4008-06).

City Attorney Beveridge explained that the dispute had gone back to last summer and it related to the property of the house that is located at 100 Bukolt Park. He reported that the owner had a survey performed after purchasing the property and subsequently discovered that the boat house was partially on city property, and that the property line was so close to the structure that it made it a non-confirming structure. The owner had approached the city for proposed arrangements and ultimately hired his own attorneys. He stated that the owner had communicated with the city regarding an adverse possession claim. After reviewing it, City Attorney Beveridge determined that it had merit. He explained that they had come to an arrangement whereby they would settle the dispute in exchange for \$20,000 from the property owner to the city, as well as coming to an agreement upon the property line according to the documents received.

Mayor Wiza summarized the settlement and recommended approval.

Director Ostrowski briefly stated that this dispute was in front of the commission due to the exchange of property ownership, and change of parcel and park boundaries.

Commissioner Curless asked for clarification on the amount of land being settled upon.

Mayor Wiza and Director Ostrowski confirmed that the land settled upon would be roughly 4,660 square feet.

Motion by Mayor Wiza to approve the settlement for the property line dispute for the property located at 100 Bukolt Park Street (Parcel ID 2408-30-4008-06); seconded by Commissioner Brush.

Motion carried 5-0

14. Request from the City of Stevens Point to apply for Wisconsin State Historical Society Certified Local Government Subgrant Funds to nominate historic districts to the National Register of Historic Places.

Director Ostrowski explained that an intensive historical survey had been done in 2011 to determine which properties were eligible, or potentially eligible, for listing in the state or national register. He noted that there were currently two historic districts in the city, Clark Historic District and Mathias Mitchell, as well as the Design Review District that encompassed the downtown area. He explained that the intention of placing the properties on the state and national register would allow the owners to apply for tax credits. He went on to summarize the five areas identified for the additional districts that would encompass 190 different properties. He also noted that getting listed on the national register would take time and research, in addition to cost. Director Ostrowski mentioned that the State's Historical Society provided grants to help offset costs, with a maximum award of \$25,000. He said that in working with one of the contractors from the historical survey, he had indicated that in order to follow through with the appropriate paperwork and submittals for listing on the state and national register, it would cost approximately \$28,000. While the official quote may change, currently the city would have to front \$3,000. Lastly, he stated that it was well worth the process to allow property owners to be listed on the state and national registry to give them the ability to apply for tax credits. He recommended approval of the request.

Motion by Commissioner Hoppe to approve the request from the City of Stevens Point to apply for Wisconsin State Historical Society Certified Local Government Subgrant Funds to nominate historic districts to the National Register of Historic Places; seconded by Commissioner Brush.

Motion carried 5-0

15. Community Development Department Monthly Report for July 2016. *Report will be provided after July 31, 2016.*

Director Ostrowski commented positively on the Monthly Report for July 2016, stating that it continued to be a strong year for commercial construction. He also reported that by the end of July, the city had already eclipsed the entire 2015 values, going over 30 million as opposed to 29 million for all of 2015.

Mayor Wiza summarized year-to-date values for the past three years.

Commissioner Curless asked whether the 30 million included properties that were nontaxable.

Director Ostrowski confirmed that the amount included all construction value within the city.

Commissioner Curless questioned whether they would collect taxes on the UWSP science building.

Director Ostrowski clarified that the city had no involvement with state buildings on the permitting side. He also explained that clinics were typically taxable, whereas hospitals were not.

Motion by Commissioner Brush to accept and place on file the Community Development Department Monthly Report for July 2016; seconded by Commissioner Curless.

Motion carried 5-0

16. Director's Update

Director Ostrowski mentioned that he had met with the SEH, who was the contractor /consultant being worked with for the comprehensive plan. He had a brief introductory meeting and will most likely be scheduling a comp plan meeting towards the end of August or beginning of September to kick off the next phase in the process of comp plan updates.

17. Adjourn.

Meeting adjourned at 7:55 PM.

RESOLUTION

**[CONDITIONAL USE PERMIT – WASHINGTON SCHOOL – 3500 PRAIS STREET –
CONSTRUCT CANOPY]**

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **3500 Prais Street (Parcel ID 2408-28-4018-02)**, and described as PT SESE S28 T24 R8 COM NL PRAIS ST 650' E OF WL SD 40 FOR POB TH N ON EL ST PAUL 600' TH E600';TH E 479.93' TO WL WILSHIRE 600' TO NL PRAIS;W486.5'POB * 810879RES, City of Stevens Point, Portage County, Wisconsin, is here by granted a Conditional Use Permit to construct a canopy onto the east entrance per the attached plans. The Conditional Use Permit is subject to the following conditions:

1. Applicable building codes shall be met.
2. A building permit shall be obtained.
3. No additional refuse containers or mechanical equipment shall be placed on the property or installed, unless all containers and equipment on the property is screened from view.

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

Approved:

Mike Wiza, Mayor

Attest:

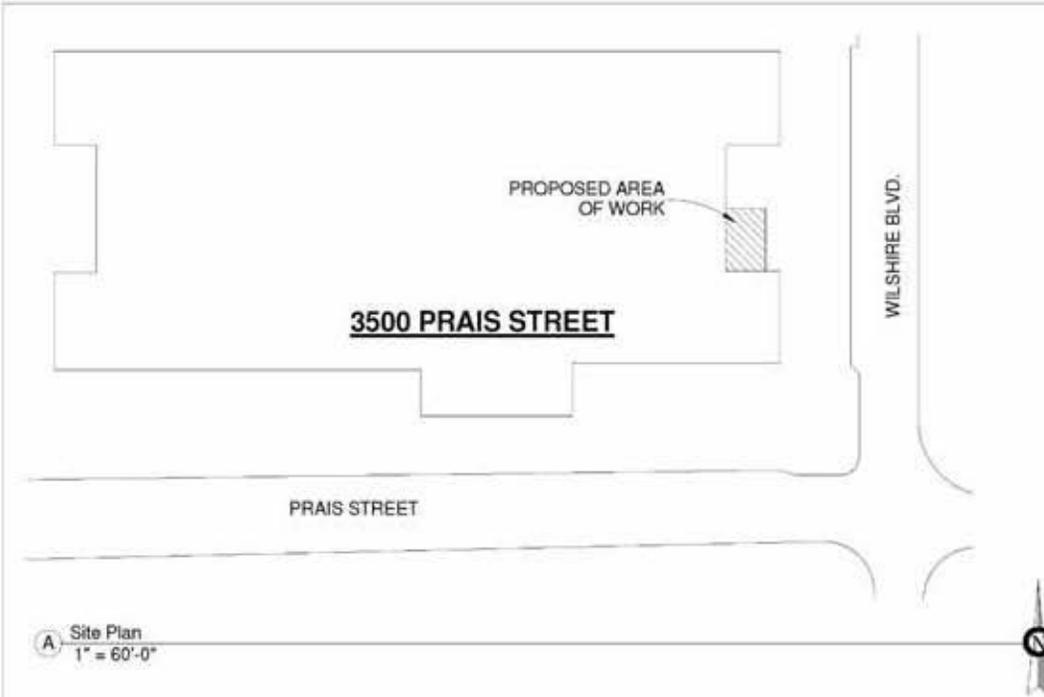
John Moe, City Clerk

Dated: August 15, 2016

Adopted: August 15, 2016

Drafted by: Michael Ostrowski

Return to: City Clerk



General Notes And Project Description

A Project Description for:
 Project Owner
 Project Address
 City, State Zip

The intent of this project is to create an addition of _____ sf. This facility will be an

The new portion will be a one story building of construction type II-B
 The existing building is a one story building of construction type II-B
 The total building will be 106,200 sf. with an unlimited area as per 507.3 Group F,
 F-1 Occupancy - Steel Fabrication
 Fully sprinklered as per NFPA 13

All soils are sandy and sandy gravel with an assumed soil bearing capacity of 2,500 psf.
 All interior concrete is to be 3,500 psi at 28 days.
 All exterior concrete to be 4,000 psi air entrained
 Reinforcing steel to be 60 ksi deformed bars lapped 18 inches minimum and tied.
 All reinforcing to be mechanically held in place during the placement of the concrete.
 Anchor bolts are to be A307 bolts embedded a minimum of 12 inches.
 All exterior solid door to have a maximum U-factor of 0.60
 All exit doors to have a low-profile threshold and ADA compliant single action hardware.

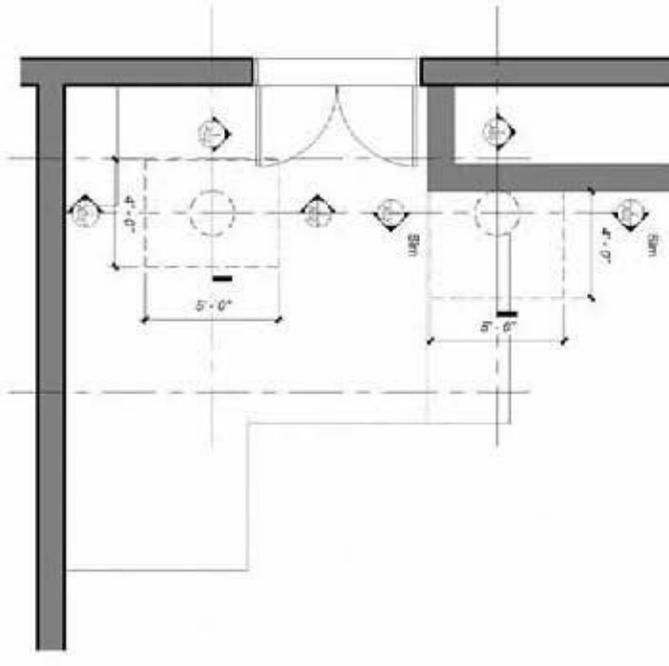
Document Contents	
Sheet	Description
A01	Site Plan, General Notes and Document Contents
A02	Footings
A03	Floor Plan
A04	Elevation
A05	Framing Plan
A06	Details

GUNTER, CASS & ASSOCIATES, INC.
 3525 Peach St. Stevens Point, WI 54481
 (715) 344-6777

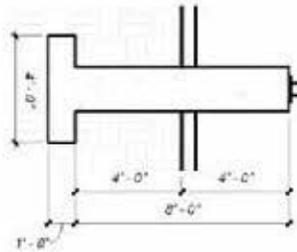
Washington School Canopy
 3500 Prais Street
 Stevens Point, WI 54481

Project #: 1548
 Date: 08/18/2015
 Page: **A01**

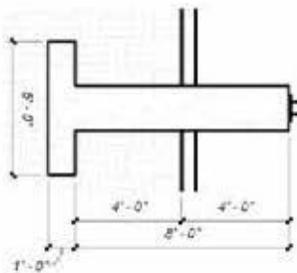
A Foundation Plan
 1/4" = 1'-0"



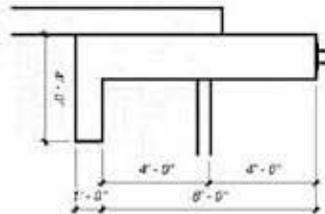
1 Detail 0
 1/4" = 1'-0"



2 Detail 1
 1/4" = 1'-0"



3 Detail 2
 1/4" = 1'-0"

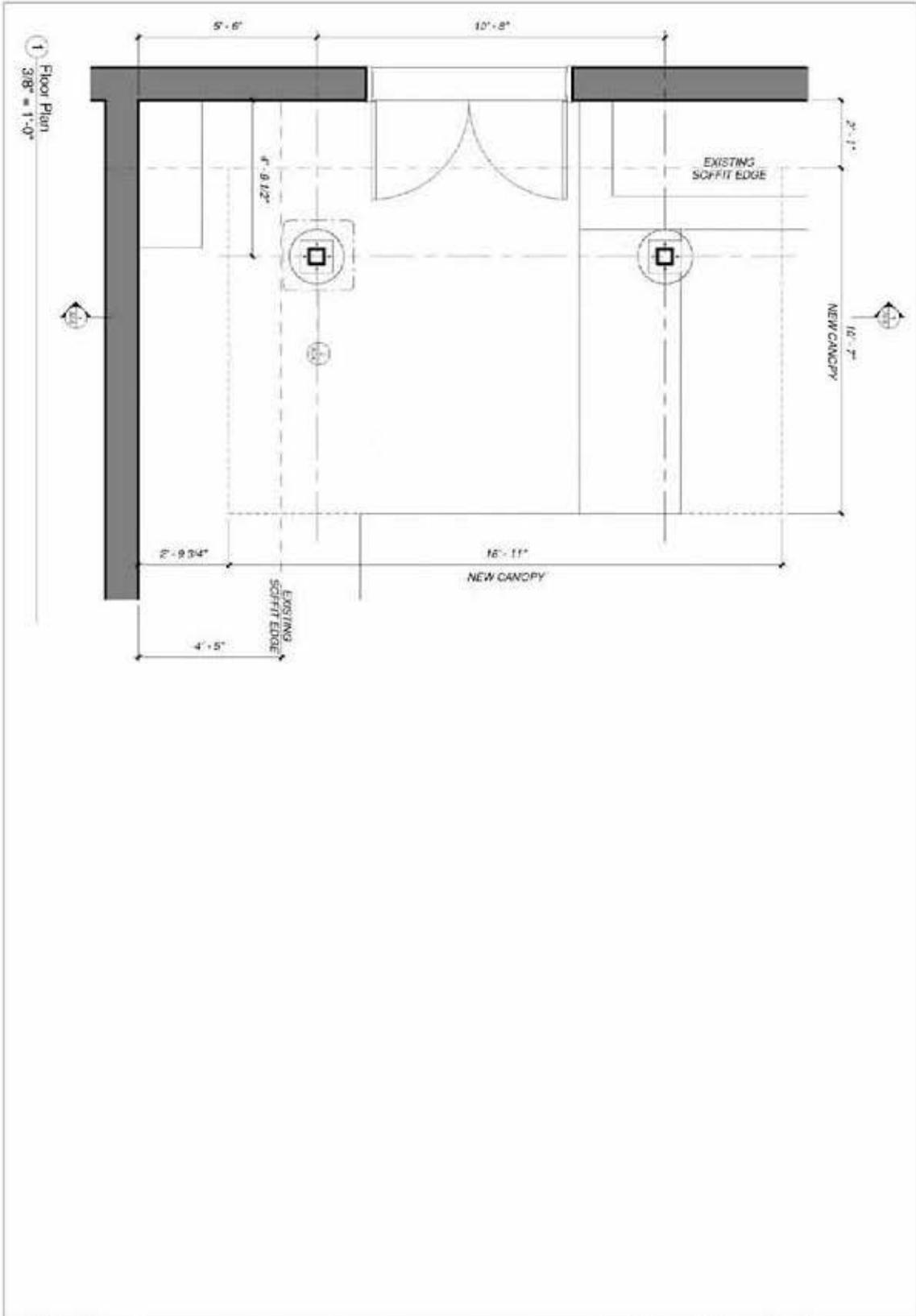


**Washington School
 Canopy**
 3500 Prais Street
 Stevens Point, WI 54481



GLU/MAN CANOPY CORPORATION
 3625 Patch St. Stevens Point, WI 54481
 (715) 344-5777

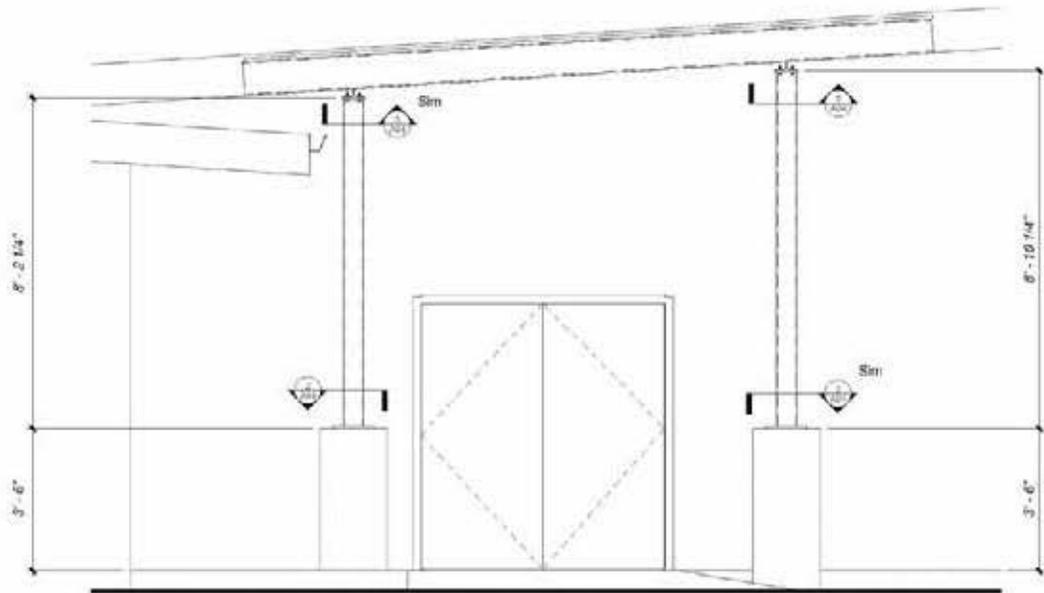
Project #: 1548
 Date: 08/18/2015
 Page: A02



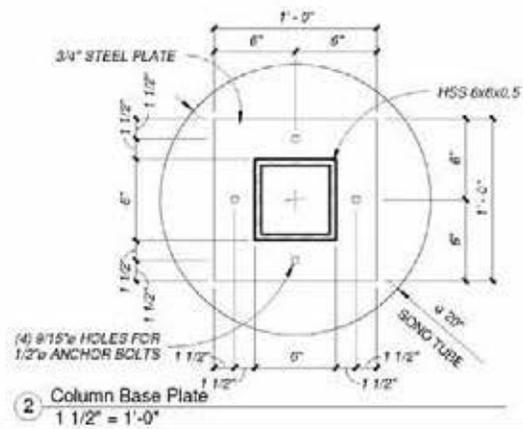
Project #: 1548
 Date: 08/18/2015
 Page: A03

Washington School Canopy
 3500 Prais Street
 Stevens Point, WI 54481

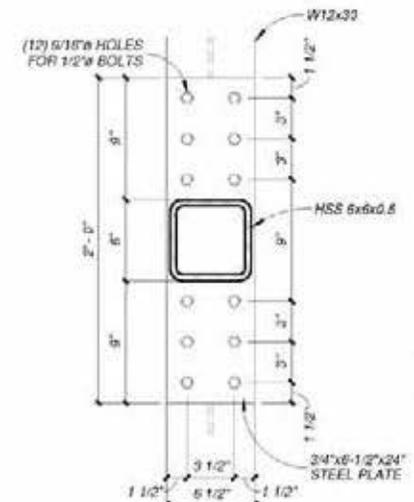
Gurun C Air Conditioning
 3525 Patch St. Stevens Point, WI 54481
 (715) 344-6777



1 East Elevation
3/8" = 1'-0"



2 Column Base Plate
1 1/2" = 1'-0"



3 Column Top Plate
1 1/2" = 1'-0"



Guzow, Coss, Construction
2805 Pritch St. Stevens Point, WI 54481
(715) 344-0777

Washington School
Canopy
3500 Prais Street
Stevens Point, WI 54481

PRELIMINARY

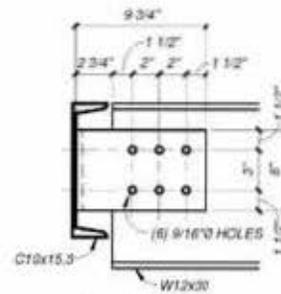
Project #: 1548

Date: 08/18/2015

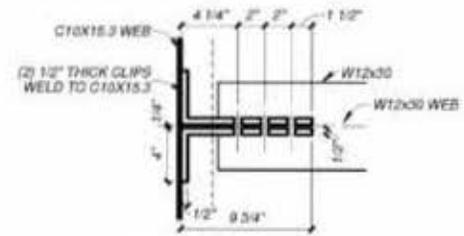
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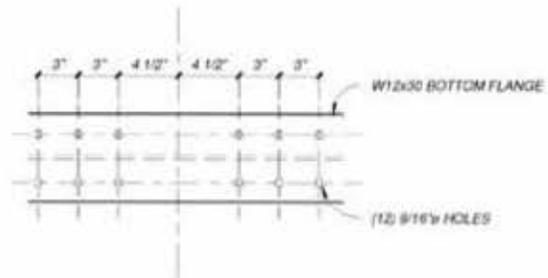
1 Detail 4
3/8" = 1'-0"



2 Clip Side View
1 1/2" = 1'-0"



3 Clip Top View
1 1/2" = 1'-0"



4 Beam at Column
1 1/2" = 1'-0"



Grumway Construction
3525 Patch St. Stevens Point, WI 54481
(715) 344-8777

School Canopy

Stevens Point, WI

PRELIMINARY

Project #: 1548

Date: 08/18/2015

Page: A05

RESOLUTION

[CONDITIONAL USE PERMIT AMENDMENT – MINISTRY SAINT MICHAEL’S HOSPITAL – 900 ILLINOIS AVENUE – HOSPITAL EXPANSION FOR CANCER CENTER]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **900 Illinois Avenue (Parcel ID’s 2408-33-2003-16 & 2408-28-3010-26)**, and described as PRT SWSW S28T24R8 LYG S CTR L PRAIS-VAC808875 E FREMONT; W ILLINOIS & PRT NWNW S33 COM NL SD SEC & EL FREMONT; S330'; E400';N330' W400' POB & ALL BLK 3 BOY/ ATW 5TH ADD 6.27A 691/348-53;104/1&179 149/152-3;228/280 and A PRCL BOUND BY FREMONT ST ON W;CTR L PRAIS ST ON S-VAC 808875; ILLINOIS ON E & STANLEY ON N 4A 656/707-08;432/834;646/ 814;690/824-27;464/775; 384/06;379/400;344/428;543/ 109;473/1096, City of Stevens Point, Portage County, Wisconsin, is here by granted a Conditional Use Permit Amendment to expand a hospital per the attached plans. The Conditional Use Permit is subject to the following conditions:

1. All applicable building permits shall be obtained.
2. Properties shall be combined via a certified survey map or other appropriate means before a building permit can be issued.
3. All mechanical equipment shall be screened with materials complementing the main materials on the principal building.
4. Signage shall be installed as proposed.
5. Landscaping plant species and details shall be provided to be reviewed and approved by the Community Development Department.
6. Construction hours for the hospital expansion shall be between 7:00 AM – 8:00 PM, construction shall not occur outside of these hours.
7. Construction vehicles, including construction worker vehicles, shall be prohibited from parking on Prais Street, Illinois Avenue, and Jersey Street.
8. Staff shall have the authority to approve minor amendments to the project and plans.

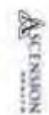
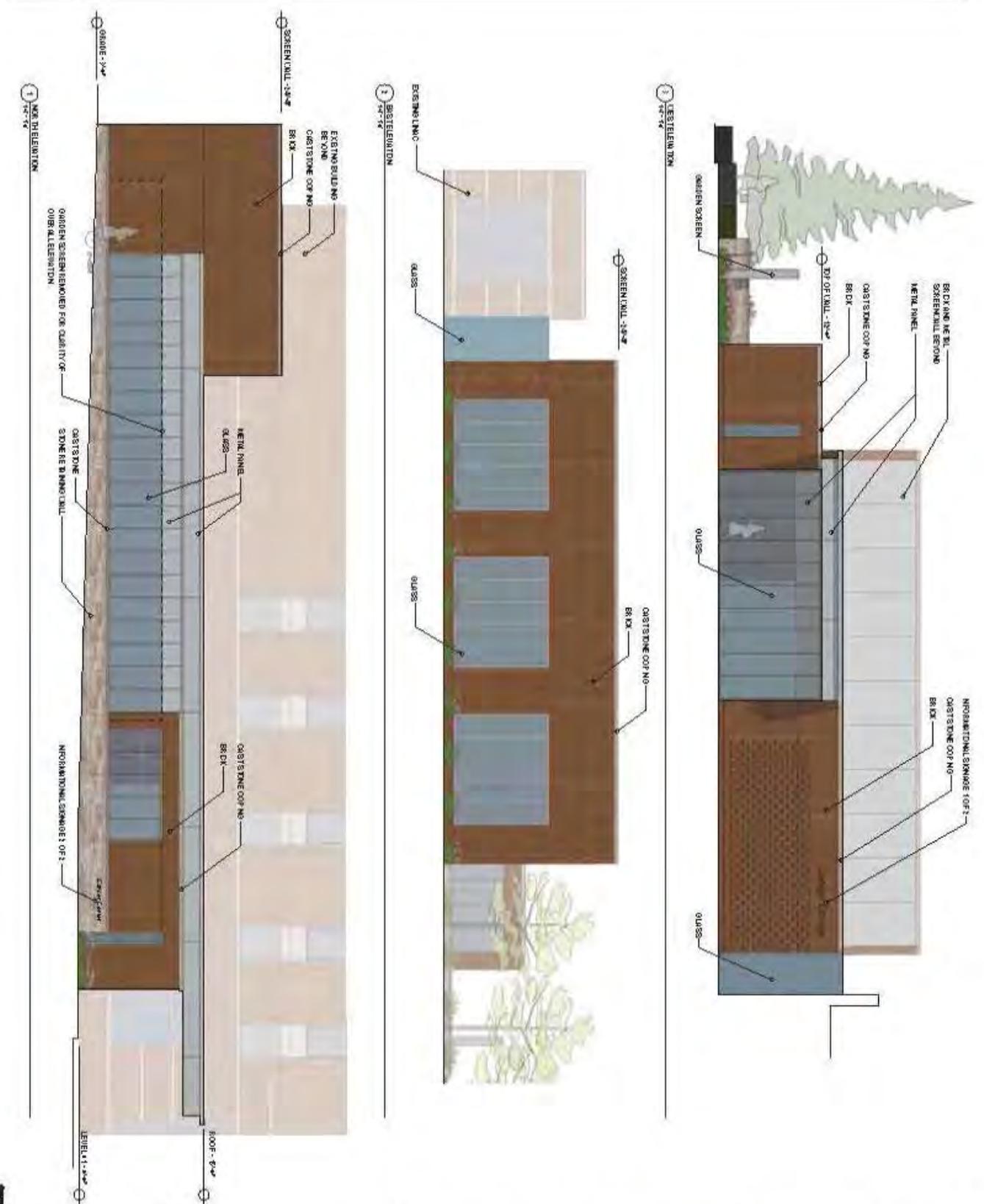
Such approval constitutes a Conditional Use under the City's ordinances.

Approved: _____
Mike Wiza, Mayor

Attest: _____
John Moe, City Clerk

Dated: August 15, 2016
Adopted: August 15, 2016

Drafted by: Michael Ostrowski
Return to: City Clerk



1410 WEST 1ST ST.
 MICHAEL B.
 HOSPITAL
 CENTER CENTER
 1410 West 1st Street
 St. Louis, MO 63103

DATE: 04/13/24
 PROJECT: MICHAEL B. HOSPITAL CENTER CENTER
 DRAWING: EXISTING OR ELEVATIONS
 SCALE: AS SHOWN
 A410



RESOLUTION

[CONDITIONAL USE PERMIT AMENDMENT – WATERWORKS CARWASH – 3324 AND 3340 CHURCH STREET – CARWASH EXPANSION]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **3324 and 3340 Church Street (Parcel ID's 2308-04-3012-03 & 2308-04-3012-04)**, and described as LOT 2 CSM#101-1-101 BNG PRT SESW S4 T23 R8 .53A 802598;808876RES & LOT 1 CSM 11/240 BNG PRT SW SW S4 T23 R8 .49A 803094, City of Stevens Point, Portage County, Wisconsin, is here by granted a Conditional Use Permit Amendment to expand a carwash per the attached plans. The Conditional Use Permit is subject to the following conditions:

1. A pedestrian walkway shall be striped on site leading to the facilities main entrance, as well as appropriate signage installed identifying the pedestrian crossing.
2. Appropriate signage shall be installed indicating on-site traffic exiting the touch-free car wash to yield or utilize the northern exits.
3. Applicable building codes shall be met.
4. A building permit shall be obtained.
5. The southwest driveway shall be "exit only" and be signed and marked appropriately with the installation of curb or raised median.
6. If storage of refuse is proposed outside, all pertinent requirements including screening shall be met. Screening shall be of comparable materials of the primary building. The applicant shall submit an updated site plan and rendering identifying the refuse storage location and screening requirements to be reviewed and approved by Community Development Department staff.
7. Landscape areas further than 100 feet way from a water source will be required to be sprinklered.
8. If the existing building is removed on the site to the north, perimeter landscape screening, meeting ordinance requirements, shall be installed within one year.
9. The carwash shall not be operational during the hours of 9:00PM and 6:00AM daily, unless the doors remain closed throughout the entire carwash and drying process.

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

Approved: _____
Mike Wiza, Mayor

Attest: _____
John Moe, City Clerk

Dated: August 15, 2016
Adopted: August 15, 2016

Drafted by: Michael Ostrowski
Return to: City Clerk

RESOLUTION

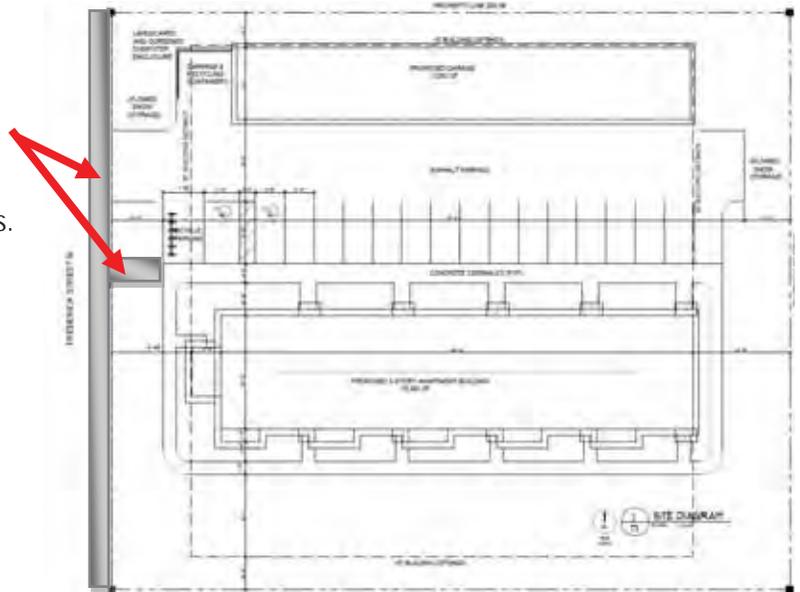
[CONDITIONAL USE PERMIT – PINWOOD APARTMENTS LLC – PARCEL ID 2408-29-2200-61 – CONSTRUCT APARTMENT COMPLEX]

BE IT RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **Parcel ID 2408-29-2200-61**, and described as LOT 1 CSM#7629-28- 109 & A EX LOT 1 CSM#8955- 37-35 BNG PRT NW NW 29 T24 R8 812987, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit Amendment to construct an apartment complex per the attached plans. The Conditional Use Permit is subject to the following conditions:

1. Applicable building codes shall be met and applicable permits obtained.
2. Finishing materials found on the main building shall be incorporated into the detached garages on all facades. A revised plan shall be submitted and approved by Community Development Department staff.
3. Two additional windows shall be added to the western façade as indicated to the right.
4. The east elevation of the main building shall mimic the western façade in terms of façade materials and windows.
5. A minimum of 25% of the façade shall be covered with masonry or decorative brick. EIFS may be considered to satisfy this requirement.
6. The eastern most parking stall shall be marked for "No Parking" and utilized as a turnaround stall in the event the open-air parking is full.
7. The driveway entrance shall be curbed.
8. Landscaping shall be added to fully screen the east side of the parking lot. The applicant shall submit an updated site plan identifying required landscaping, including adding some additional landscaping along the north, south and east side of the main building and to the north and east on the detached garage. If existing trees can be maintained on the north and east side of the garage, the requirement for additional landscaping can be removed. The plans shall be reviewed and approved by Community Development Department staff.



9. Sidewalks shall be installed on the entirety of the property abutting the street, meeting all applicable design requirements to be reviewed and approved by the director of public works. The sidewalks shall connect to the internal sidewalks.
10. The maximum number of units shall be 10, with a maximum number of 20 bedrooms.
11. Snow shall be removed from the site, or stored in a location that it will not negatively impact parking, vehicular circulation, or adjacent properties.
12. A lighting plan showing light intensity shall be submitted to be reviewed and approved by the Community Development Department.
13. The applicant shall pay the required park fee per unit to the City.
14. Minor modifications may be approved by staff.



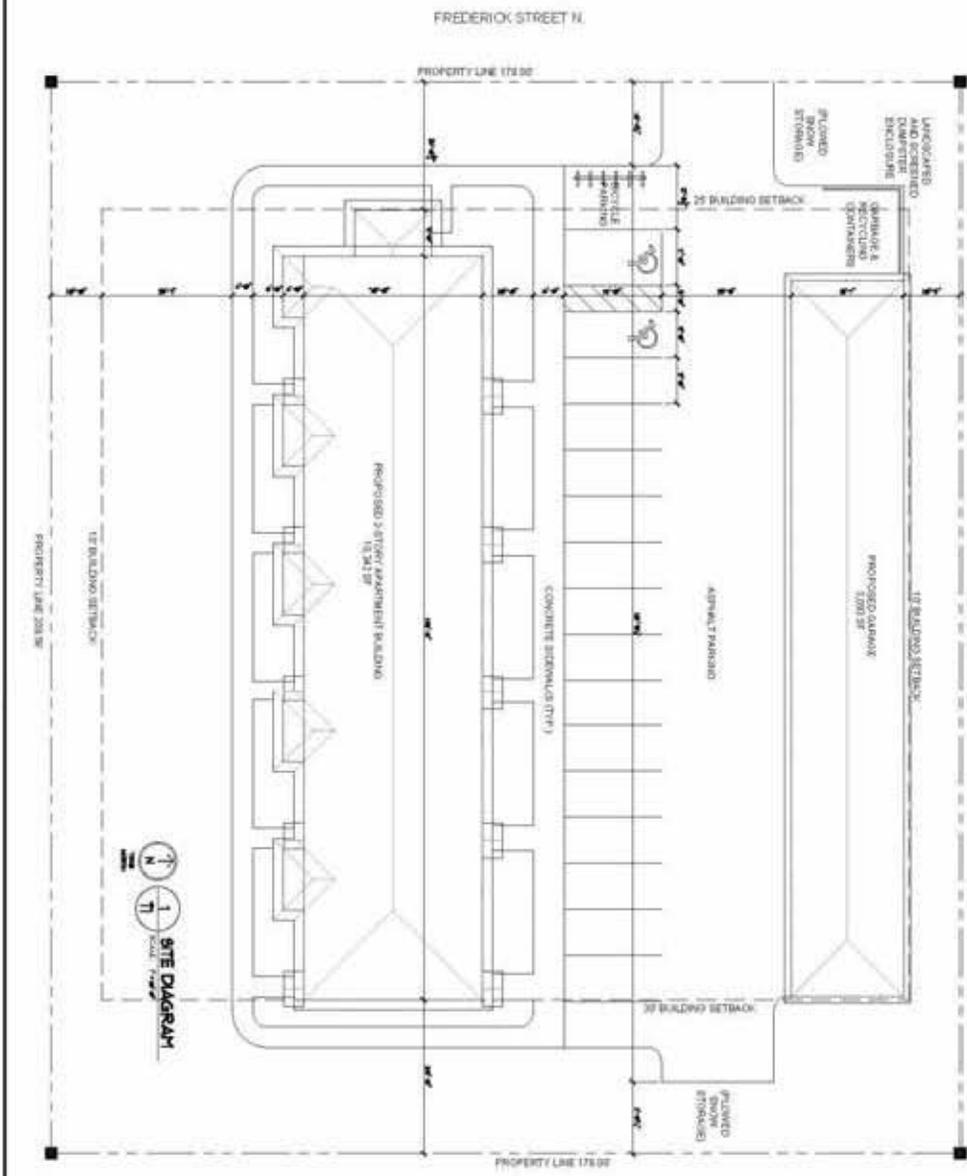
Such approval constitutes a Conditional Use under the City's ordinances.

Approved: _____
Mike Wiza, Mayor

Attest: _____
John Moe, City Clerk

Dated: August 15, 2016
 Adopted: August 15, 2016
 Drafted by: Michael Ostrowski
 Return to: City Clerk

A New 10-Unit Apartment Building for Pinewood Apartments Stevens Point, Wisconsin

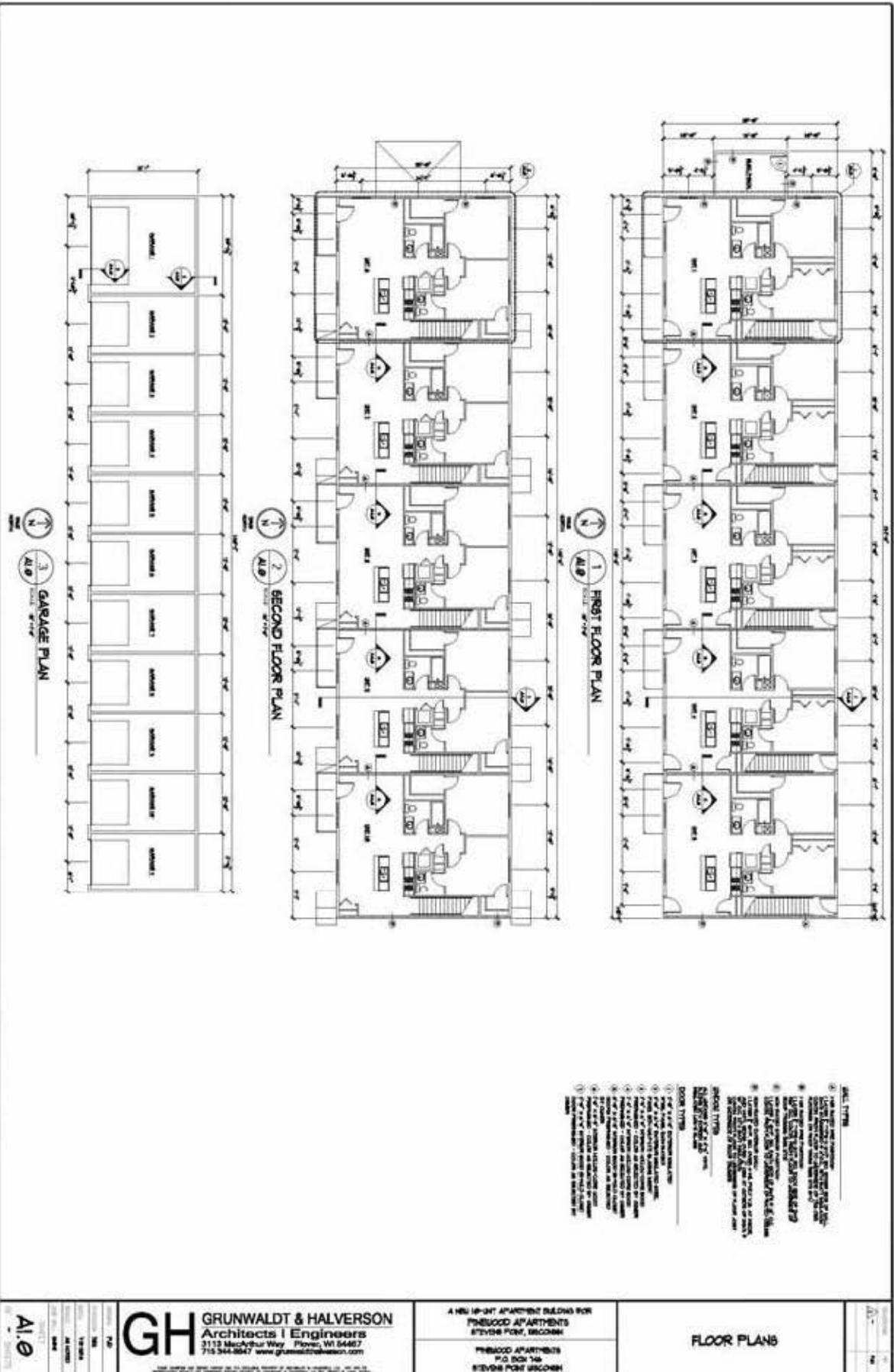


OWNER INFORMATION PINWOOD APARTMENTS 1000 1/2 W. WISCONSIN ST. STEVENS POINT, WI 54481 PH: 715.344.8647		ARCHITECT/ENGINEER GRUNWALDT & HALVERSON ARCHITECTS & ENGINEERS 3113 MACHARTHUR WAY P.O. BOX 144 STEVENS POINT, WI 54481 PH: 715.344.8647																	
PROJECT DATA PROJECT NAME: PINWOOD APARTMENTS PROJECT LOCATION: 172.00 - 173.00, 201.00 - 208.00 PROJECT NUMBER: 2015-001		AREA INCREASE CALCULATIONS <table border="1"> <tr> <th>TYPE</th> <th>AREA (SQ. FT.)</th> <th>PERCENTAGE</th> </tr> <tr> <td>EXISTING</td> <td>10,000</td> <td>100%</td> </tr> <tr> <td>NEW</td> <td>10,241</td> <td>102.41%</td> </tr> <tr> <td>TOTAL</td> <td>20,241</td> <td>202.41%</td> </tr> </table>		TYPE	AREA (SQ. FT.)	PERCENTAGE	EXISTING	10,000	100%	NEW	10,241	102.41%	TOTAL	20,241	202.41%				
TYPE	AREA (SQ. FT.)	PERCENTAGE																	
EXISTING	10,000	100%																	
NEW	10,241	102.41%																	
TOTAL	20,241	202.41%																	
PLUMBING FIXTURES <table border="1"> <tr> <th>TYPE</th> <th>QUANTITY</th> </tr> <tr> <td>TOILET</td> <td>10</td> </tr> <tr> <td>SINK</td> <td>10</td> </tr> <tr> <td>BATH</td> <td>10</td> </tr> <tr> <td>SHOWER</td> <td>10</td> </tr> <tr> <td>KITCHEN SINK</td> <td>10</td> </tr> <tr> <td>LAUNDRY SINK</td> <td>10</td> </tr> <tr> <td>WATER HEATER</td> <td>10</td> </tr> </table>				TYPE	QUANTITY	TOILET	10	SINK	10	BATH	10	SHOWER	10	KITCHEN SINK	10	LAUNDRY SINK	10	WATER HEATER	10
TYPE	QUANTITY																		
TOILET	10																		
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SHOWER	10																		
KITCHEN SINK	10																		
LAUNDRY SINK	10																		
WATER HEATER	10																		
GENERAL NOTES 1. THE ARCHITECT HAS CONDUCTED VISUAL GENERAL SURVEYS OF THE SITE AND ADJACENT AREAS. THE ARCHITECT HAS NOT CONDUCTED A FIELD SURVEY OF THE SITE. THE ARCHITECT HAS NOT CONDUCTED A FIELD SURVEY OF THE SITE. THE ARCHITECT HAS NOT CONDUCTED A FIELD SURVEY OF THE SITE.																			
DRAWING INDEX PROJECT DATA, SITE PLAN, EXISTING AND PROPOSED LAYOUT, ARCHITECTURAL, MECHANICAL, ELECTRICAL, PLUMBING, STRUCTURAL, CONCRETE, FINISHES, ELEVATIONS, SECTIONAL, EXISTING AND PROPOSED LAYOUT, EXISTING AND PROPOSED LAYOUT, EXISTING AND PROPOSED LAYOUT.																			
DATE: 3/1/2015 SCALE: AS SHOWN		DATE: 3/1/2015 SCALE: AS SHOWN																	

GH GRUNWALDT & HALVERSON
 Architects | Engineers
 3113 MachArthur Way Stevens Point, WI 54481
 715.344.8647 www.grunwaldtandhalverson.com

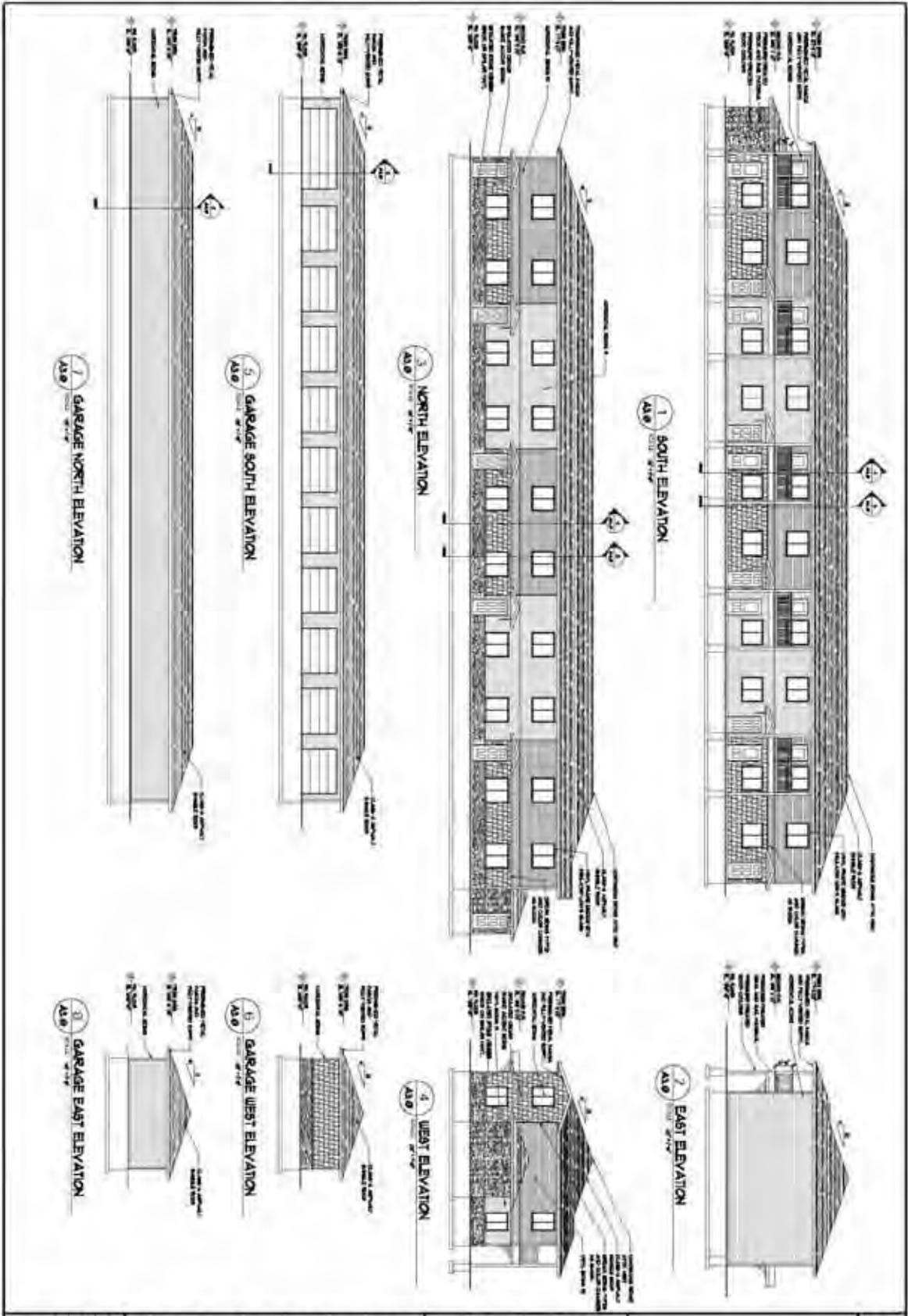
A NEW 10-UNIT APARTMENT BUILDING FOR
 PINWOOD APARTMENTS
 STEVENS POINT, WISCONSIN
 PINWOOD APARTMENTS
 P.O. BOX 144
 STEVENS POINT WISCONSIN

SITE DIAGRAM
PROJECT DATA
DRAWING INDEX



- REVISIONS**
- 1. CORRECTED UNIT COUNT
 - 2. CORRECTED UNIT COUNT
 - 3. CORRECTED UNIT COUNT
 - 4. CORRECTED UNIT COUNT
 - 5. CORRECTED UNIT COUNT
 - 6. CORRECTED UNIT COUNT
 - 7. CORRECTED UNIT COUNT
 - 8. CORRECTED UNIT COUNT
 - 9. CORRECTED UNIT COUNT
 - 10. CORRECTED UNIT COUNT
- NOTES**
- 1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL BUILDING CODES AND ALL APPLICABLE LOCAL ORDINANCES.
 - 2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODES AND ALL APPLICABLE LOCAL ORDINANCES.
 - 3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL PLUMBING AND MECHANICAL CODES AND ALL APPLICABLE LOCAL ORDINANCES.
 - 4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL FIRE AND SAFETY CODES AND ALL APPLICABLE LOCAL ORDINANCES.
 - 5. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ENERGY CONSERVATION CODES AND ALL APPLICABLE LOCAL ORDINANCES.
 - 6. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL SMOKE AND ALARM CODES AND ALL APPLICABLE LOCAL ORDINANCES.
 - 7. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ACCESSIBILITY STANDARDS AND ALL APPLICABLE LOCAL ORDINANCES.
 - 8. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL SAFETY STANDARDS AND ALL APPLICABLE LOCAL ORDINANCES.
 - 9. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL HEALTH AND SAFETY STANDARDS AND ALL APPLICABLE LOCAL ORDINANCES.
 - 10. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL ENVIRONMENTAL STANDARDS AND ALL APPLICABLE LOCAL ORDINANCES.

	<p>GRUNWALDT & HALVERSON Architects Engineers 3113 MacArthur Way Plover, WI 54467 715.344.8947 www.grunwaldt-halverson.com</p>	<p>A NEW 10-UNIT APARTMENT BUILDING FOR PINEOOD APARTMENTS STEVENS POINT, WISCONSIN</p> <p>PINEOOD APARTMENTS P.O. BOX 146 STEVENS POINT WISCONSIN</p>	<p>FLOOR PLANS</p>
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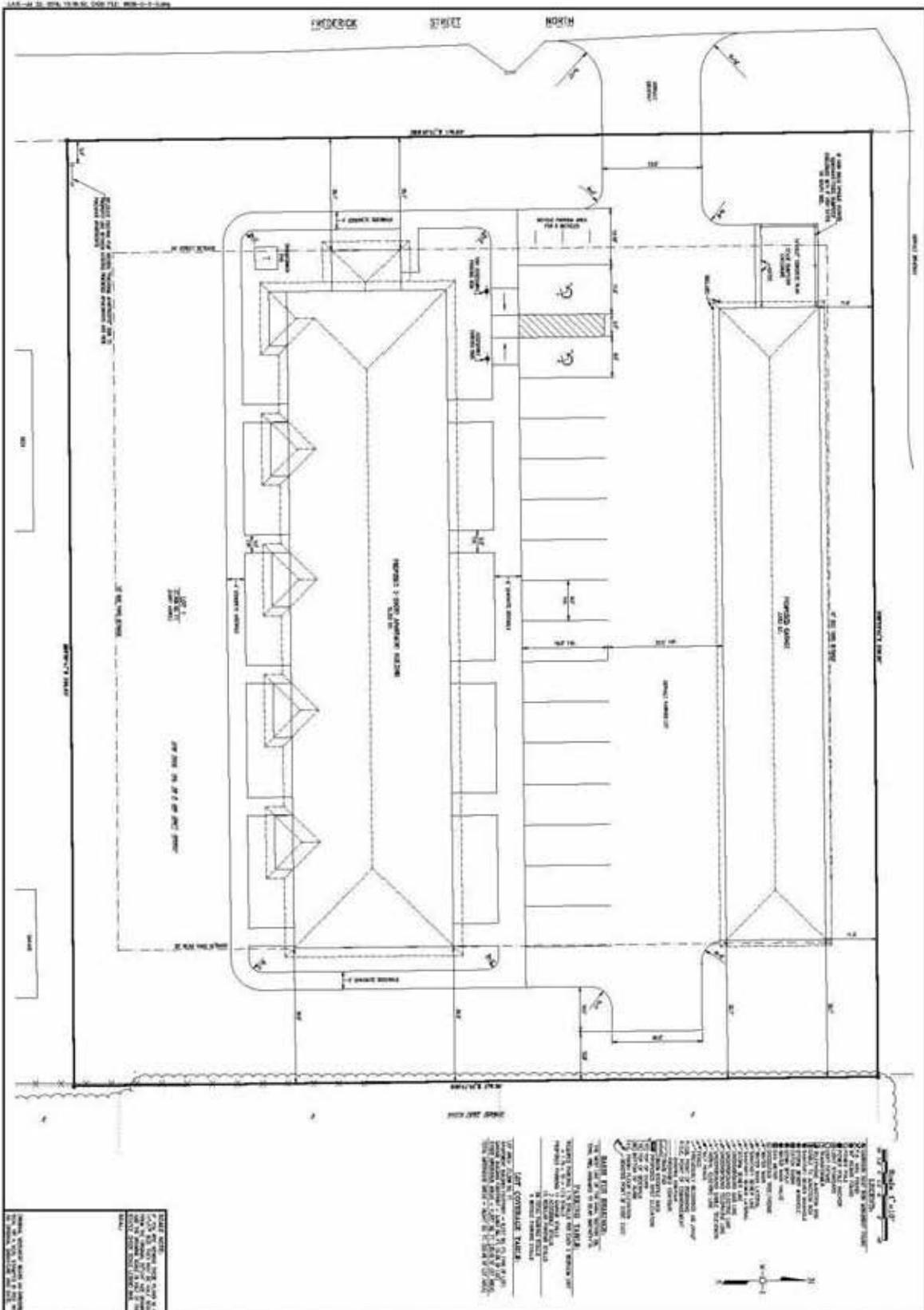


	GRUNWALDT & HALVERSON Architects Engineers 3113 McArthur Way Flossmoor, WI 53467 713.344.8547 www.grunwaldt-halverson.com	A NEW 10-UNIT APARTMENT BUILDING FOR PINEWOOD APARTMENTS 8755th FORT, SACONEN	EXTERIOR ELEVATIONS
		PINEWOOD APARTMENTS P.O. BOX 146 STEVENSBURG, MISSOURI	





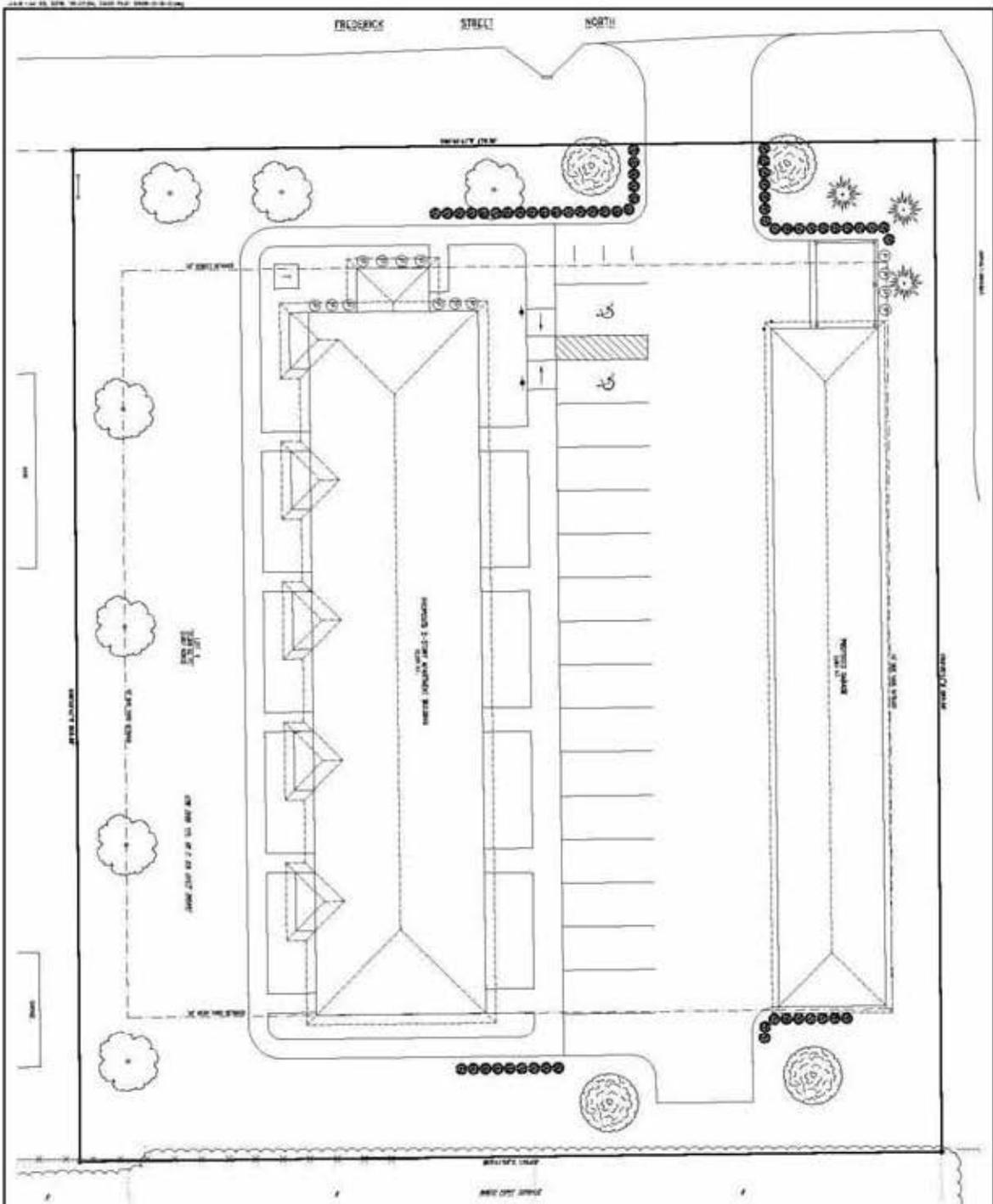




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 2. THIS PLAN IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF LAMPERT-LEE & ASSOCIATES, INC.
 3. THIS PLAN IS NOT TO BE USED FOR ANY OTHER PROJECT WITHOUT THE WRITTEN PERMISSION OF LAMPERT-LEE & ASSOCIATES, INC.

LAMPERT-LEE & ASSOCIATES, INC.
 ENGINEERS • SURVEYORS • PLANNERS
 10888 State Hwy 24 East • Madison Heights, MI 48061-8716
 734-424-8221 • FAX 734-424-8774
 © 2011 LAMPERT-LEE & ASSOCIATES, INC. ALL RIGHTS RESERVED.

DRAWN BY: J. W. BROWN CHECKED BY: J. W. BROWN DATE: 08/14/11 PROJECT NO.: 11-001 SHEET NO.: 2 OF 2	PINWOOD APARTMENTS, LLC PINWOOD APARTMENTS FREDERICK STREET NORTH PROPOSED SITE PLAN	 LAMPERT-LEE & ASSOCIATES ENGINEERS • SURVEYORS • PLANNERS 10888 State Hwy 24 East • Madison Heights, MI 48061-8716 734-424-8221 • FAX 734-424-8774	SHEET NO.: 2 OF 2 SCALE: AS SHOWN DATE: 08/14/11
	PROJECT NO.: 11-001 SHEET NO.: 2 OF 2		DATE: 08/14/11



NO.	SYMBOL	DESCRIPTION
1	(Symbol)	PLANTING: 1" CALIBER BIRCH
2	(Symbol)	PLANTING: 1" CALIBER SPICE
3	(Symbol)	PLANTING: 1" CALIBER HYDRANGEA
4	(Symbol)	PLANTING: 1" CALIBER LILAC
5	(Symbol)	PLANTING: 1" CALIBER DOGWOOD
6	(Symbol)	PLANTING: 1" CALIBER SPICE
7	(Symbol)	PLANTING: 1" CALIBER HYDRANGEA
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13	(Symbol)	PLANTING: 1" CALIBER DOGWOOD
14	(Symbol)	PLANTING: 1" CALIBER SPICE
15	(Symbol)	PLANTING: 1" CALIBER HYDRANGEA
16	(Symbol)	PLANTING: 1" CALIBER LILAC
17	(Symbol)	PLANTING: 1" CALIBER DOGWOOD
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20	(Symbol)	PLANTING: 1" CALIBER LILAC
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28	(Symbol)	PLANTING: 1" CALIBER LILAC
29	(Symbol)	PLANTING: 1" CALIBER DOGWOOD
30	(Symbol)	PLANTING: 1" CALIBER SPICE

NOTES:
 1. ALL PLANTING TO BE INSTALLED BY THE CONTRACTOR.
 2. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE LANDSCAPE PLAN.
 3. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE SPECIFICATIONS.
 4. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE SCHEDULE.
 5. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE BUDGET.
 6. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE DESIGN.
 7. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE CONTRACT.
 8. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE AGREEMENT.
 9. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE PLAN.
 10. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE DRAWING.
 11. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE SPECIFICATION.
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 19. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE SPECIFICATION.
 20. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE SCHEDULE.
 21. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE BUDGET.
 22. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE DESIGN.
 23. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE CONTRACT.
 24. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE AGREEMENT.
 25. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE PLAN.
 26. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE DRAWING.
 27. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE SPECIFICATION.
 28. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE SCHEDULE.
 29. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE BUDGET.
 30. ALL PLANTING TO BE INSTALLED IN ACCORDANCE WITH THE DESIGN.

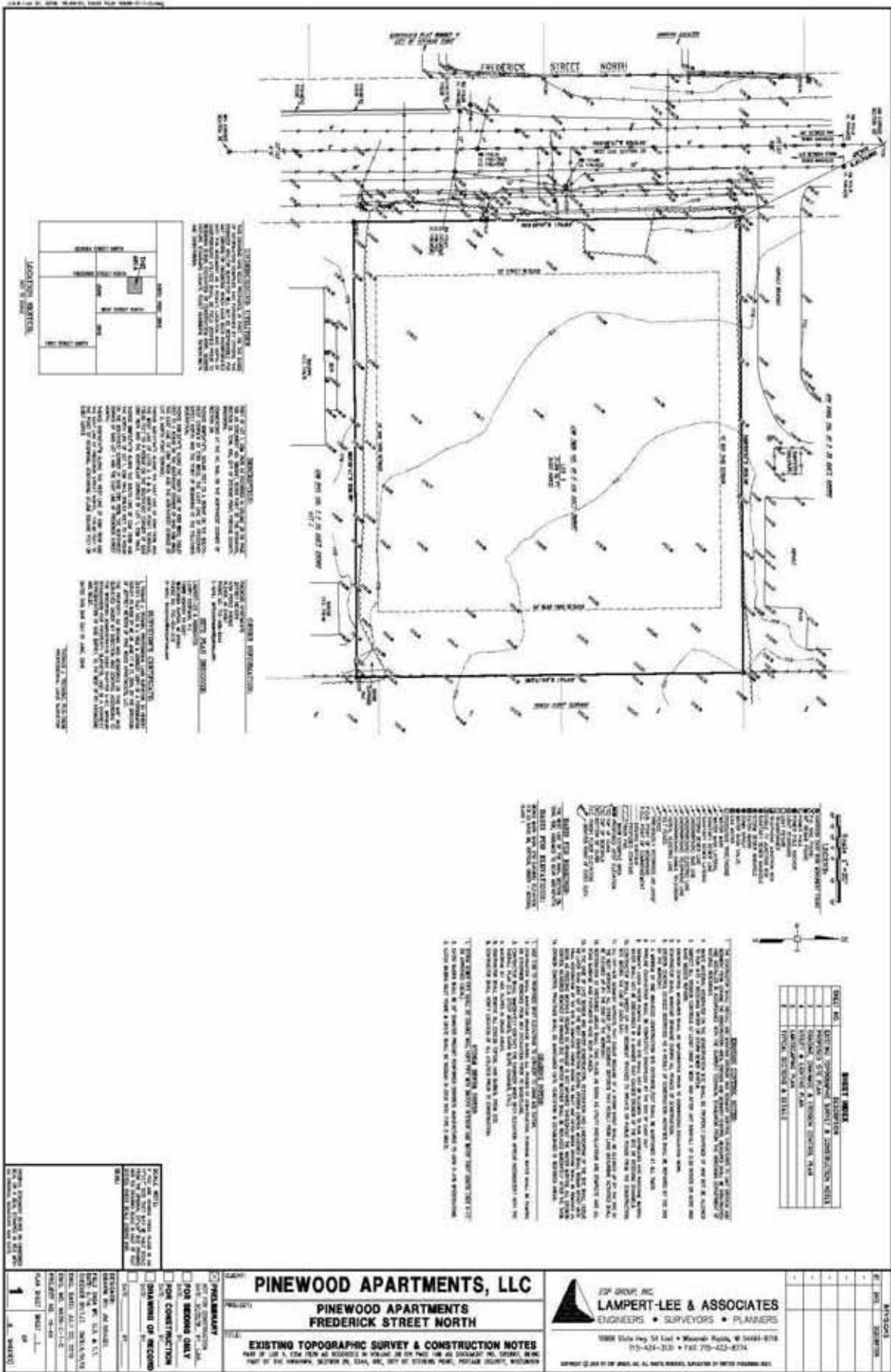


DATE: 10/15/10
 DRAWN BY: J. LAMPERT
 CHECKED BY: J. LAMPERT
 PROJECT: PINWOOD APARTMENTS, LLC
 SHEET NO. 5 OF 5

5
 S. VENTURA

PINWOOD APARTMENTS, LLC
 PINWOOD APARTMENTS
 FREDERICK STREET NORTH
 LANDSCAPING PLAN

LAMPERT-LEE & ASSOCIATES
 ENGINEERS • SURVEYORS • PLANNERS
 1088 State Hwy. 34 East • Wausau, WI 54984-6718
 715-429-3131 • FAX 715-422-8774

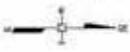


GENERAL NOTES:

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
3. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
4. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
5. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
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8. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
9. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
10. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.

LEGEND:

- 1. EXISTING TOPOGRAPHIC SURVEY
- 2. EXISTING CONSTRUCTION SURVEY
- 3. EXISTING UTILITY LINES
- 4. EXISTING PROPERTY LINES
- 5. EXISTING EASEMENTS
- 6. EXISTING RIGHT-OF-WAY
- 7. EXISTING CURBS
- 8. EXISTING DRIVEWAYS
- 9. EXISTING SIDEWALKS
- 10. EXISTING STAIRS
- 11. EXISTING FENCES
- 12. EXISTING TREES
- 13. EXISTING SHRUBS
- 14. EXISTING GRASS
- 15. EXISTING ASPHALT
- 16. EXISTING CONCRETE
- 17. EXISTING BRICK
- 18. EXISTING STONE
- 19. EXISTING METAL
- 20. EXISTING WOOD



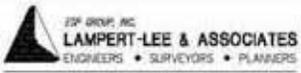
SHEET NO.	TITLE
1	EXISTING TOPOGRAPHIC SURVEY & CONSTRUCTION NOTES
2	PROPOSED SITE PLAN
3	PROPOSED CONSTRUCTION PLAN
4	PROPOSED UTILITY PLAN
5	PROPOSED EASEMENT PLAN
6	PROPOSED RIGHT-OF-WAY PLAN
7	PROPOSED CURB PLAN
8	PROPOSED DRIVEWAY PLAN
9	PROPOSED SIDEWALK PLAN
10	PROPOSED STAIR PLAN
11	PROPOSED FENCE PLAN
12	PROPOSED TREE PLAN
13	PROPOSED SHRUB PLAN
14	PROPOSED GRASS PLAN
15	PROPOSED ASPHALT PLAN
16	PROPOSED CONCRETE PLAN
17	PROPOSED BRICK PLAN
18	PROPOSED STONE PLAN
19	PROPOSED METAL PLAN
20	PROPOSED WOOD PLAN

EXISTING TOPOGRAPHIC SURVEY & CONSTRUCTION NOTES:

1. THE SHOWN TOPOGRAPHIC SURVEY IS BASED ON THE RECORD SURVEY OF THE PROPERTY.
2. THE SHOWN CONSTRUCTION SURVEY IS BASED ON THE RECORD SURVEY OF THE PROPERTY.
3. THE SHOWN UTILITY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
4. THE SHOWN PROPERTY LINES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
5. THE SHOWN EASEMENTS ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
6. THE SHOWN RIGHT-OF-WAY ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
7. THE SHOWN CURBS ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
8. THE SHOWN DRIVEWAYS ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
9. THE SHOWN SIDEWALKS ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
10. THE SHOWN STAIRS ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
11. THE SHOWN FENCES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
12. THE SHOWN TREES ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
13. THE SHOWN SHRUBS ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
14. THE SHOWN GRASS ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
15. THE SHOWN ASPHALT ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
16. THE SHOWN CONCRETE ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
17. THE SHOWN BRICK ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
18. THE SHOWN STONE ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
19. THE SHOWN METAL ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.
20. THE SHOWN WOOD ARE BASED ON THE RECORD SURVEY OF THE PROPERTY.

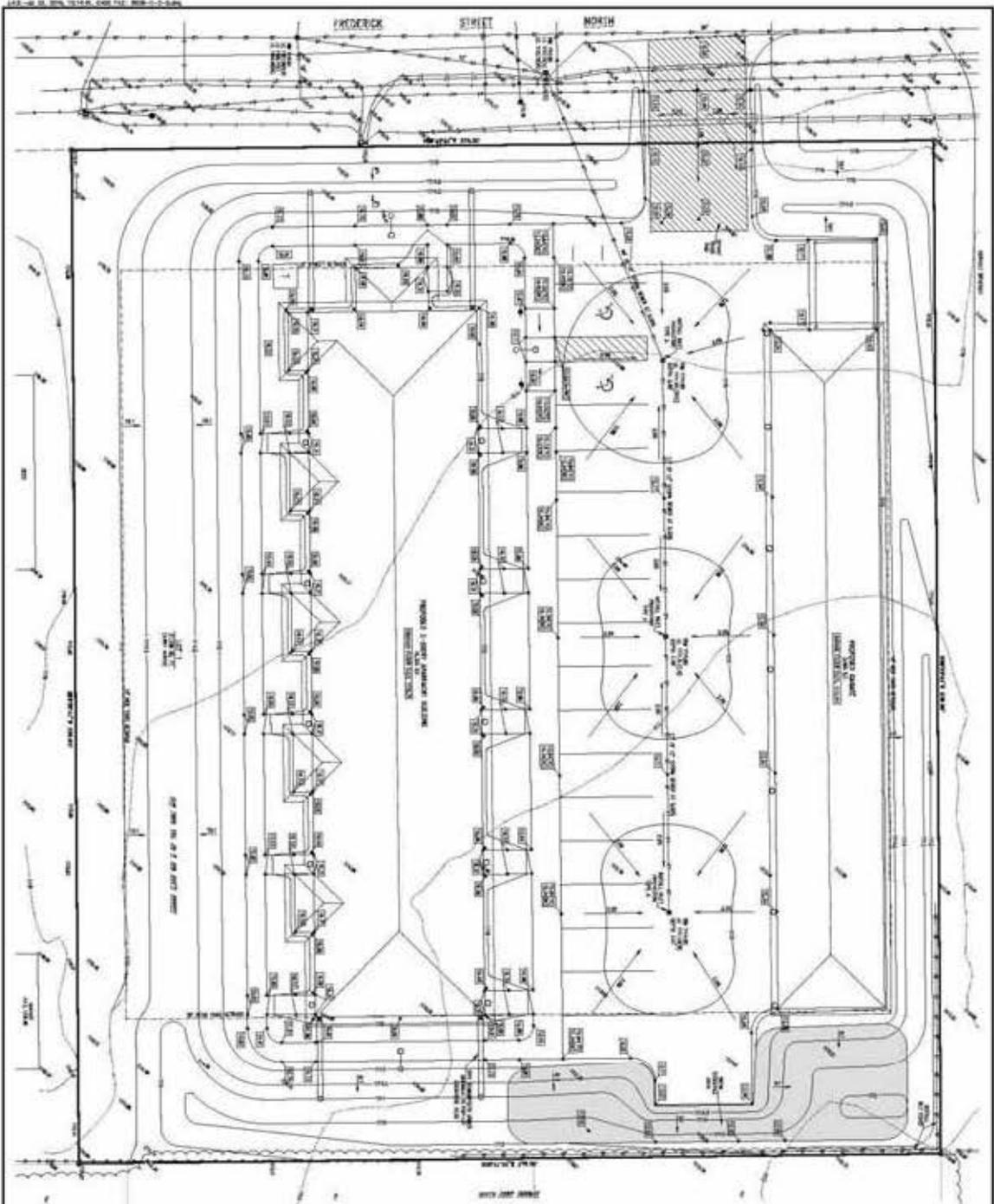
DATE	1/1/2024
BY	J. L. SMITH
CHECKED BY	M. J. DAVIS
SCALE	AS SHOWN
PROJECT NO.	2024-001
SHEET NO.	1 OF 1

PINEWOOD APARTMENTS, LLC
PINEWOOD APARTMENTS
FREDERICK STREET NORTH



EXISTING TOPOGRAPHIC SURVEY & CONSTRUCTION NOTES
 PART OF JOB A, CIVIL PLAN AS NOTED IN VOLUME 28 OF THIS PROJECT AS DOCUMENT NO. 2024-001, BEING PART OF THE PROPOSAL, SECTION 28, 29A, 30C, 30D, 30E, 30F, 30G, 30H, 30I, 30J, 30K, 30L, 30M, 30N, 30O, 30P, 30Q, 30R, 30S, 30T, 30U, 30V, 30W, 30X, 30Y, 30Z, 31A, 31B, 31C, 31D, 31E, 31F, 31G, 31H, 31I, 31J, 31K, 31L, 31M, 31N, 31O, 31P, 31Q, 31R, 31S, 31T, 31U, 31V, 31W, 31X, 31Y, 31Z, 32A, 32B, 32C, 32D, 32E, 32F, 32G, 32H, 32I, 32J, 32K, 32L, 32M, 32N, 32O, 32P, 32Q, 32R, 32S, 32T, 32U, 32V, 32W, 32X, 32Y, 32Z, 33A, 33B, 33C, 33D, 33E, 33F, 33G, 33H, 33I, 33J, 33K, 33L, 33M, 33N, 33O, 33P, 33Q, 33R, 33S, 33T, 33U, 33V, 33W, 33X, 33Y, 33Z, 34A, 34B, 34C, 34D, 34E, 34F, 34G, 34H, 34I, 34J, 34K, 34L, 34M, 34N, 34O, 34P, 34Q, 34R, 34S, 34T, 34U, 34V, 34W, 34X, 34Y, 34Z, 35A, 35B, 35C, 35D, 35E, 35F, 35G, 35H, 35I, 35J, 35K, 35L, 35M, 35N, 35O, 35P, 35Q, 35R, 35S, 35T, 35U, 35V, 35W, 35X, 35Y, 35Z, 36A, 36B, 36C, 36D, 36E, 36F, 36G, 36H, 36I, 36J, 36K, 36L, 36M, 36N, 36O, 36P, 36Q, 36R, 36S, 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ZEP GROUP, INC.
 LAMPERT-LEE & ASSOCIATES
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 717-424-2333 • Fax: 717-422-8774
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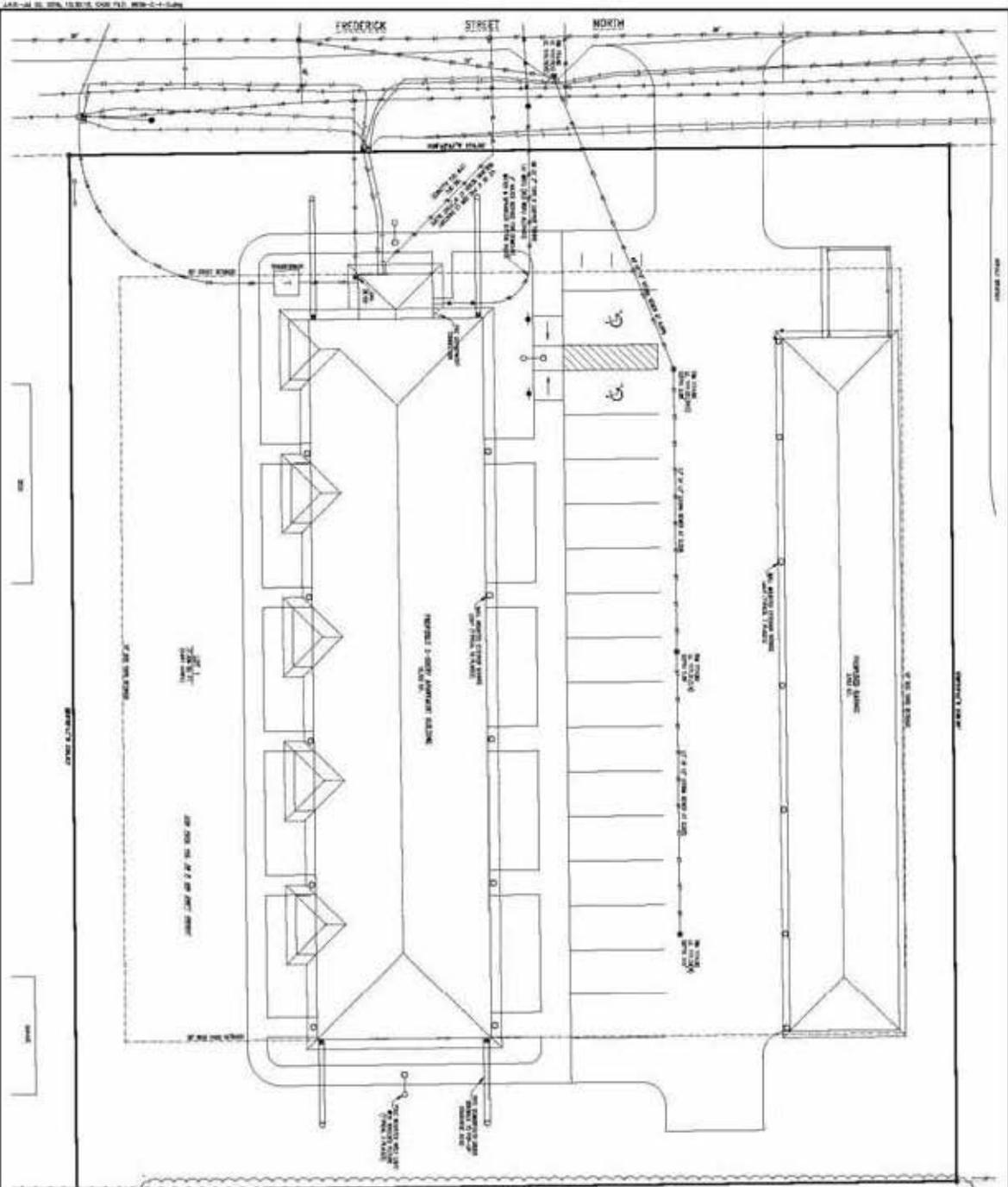
NOTES:

1. ALL DIMENSIONS ARE IN FEET AND INCHES.
2. ALL ELEVATIONS ARE IN FEET ABOVE MEAN SEA LEVEL UNLESS OTHERWISE NOTED.
3. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.
4. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.
5. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.
6. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.
7. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.
8. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.
9. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.
10. THE PROPOSED GRADING AND DRAINAGE PLAN IS BASED ON THE SURFACE GRADE SHOWN ON THE ATTACHED SURVEY MAP.

LEGEND:

- PROPOSED GRADING
- EXISTING GRADING
- PROPOSED DRAINAGE
- EXISTING DRAINAGE
- PROPOSED EROSION CONTROL
- EXISTING EROSION CONTROL

3 SHEET NO. OF 3 SHEETS	PINWOOD APARTMENTS, LLC PINWOOD APARTMENTS FREDERICK STREET NORTH GRADING, DRAINAGE & EROSION CONTROL PLAN	ESP GROUP, INC. LAMPERT-LEE & ASSOCIATES ENGINEERS • SURVEYORS • PLANNERS 6088 State Hwy. 34 East • Madison Heights, MI 48061-8718 313-414-2321 • FAX 313-412-8714 <small>© 2008 ESP GROUP, INC. ALL RIGHTS RESERVED. REPRODUCTION BY OTHER THANED BY THIS FIRM IS PROHIBITED.</small>	<table border="1"> <tr> <td>DATE</td> <td>DESCRIPTION</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	DATE	DESCRIPTION						
	DATE	DESCRIPTION									
PREPARED BY: PARMEENIYAH CHECKED BY: FOR EROSION ONLY FOR CONSTRUCTION DRAWING OF RECORD	PROJECT NO.: DATE:	DRAWN BY: DATE:	SCALE:								



NOTICE TO CONTRACTOR: THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION. THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS ON THE GROUND BEFORE BEGINNING WORK. ANY CHANGES TO THIS PLAN MUST BE APPROVED BY THE ENGINEER OF RECORD.

NOTICE TO OWNER: THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION. THE OWNER SHALL VERIFY ALL DIMENSIONS AND CONDITIONS ON THE GROUND BEFORE BEGINNING WORK. ANY CHANGES TO THIS PLAN MUST BE APPROVED BY THE ENGINEER OF RECORD.

NOTICE TO ADJACENT PROPERTY OWNERS: THIS PLAN IS A PRELIMINARY DESIGN AND IS NOT TO BE USED FOR CONSTRUCTION. THE ADJACENT PROPERTY OWNERS SHALL VERIFY ALL DIMENSIONS AND CONDITIONS ON THE GROUND BEFORE BEGINNING WORK. ANY CHANGES TO THIS PLAN MUST BE APPROVED BY THE ENGINEER OF RECORD.

PROJECT NO.	10000
DATE	10/1/2010
SCALE	AS SHOWN
DESIGNED BY	J. L. LAMPERT
CHECKED BY	J. L. LAMPERT
DATE	10/1/2010
PROJECT NO.	10000
DATE	10/1/2010
SCALE	AS SHOWN
DESIGNED BY	J. L. LAMPERT
CHECKED BY	J. L. LAMPERT
DATE	10/1/2010

PINWOOD APARTMENTS, LLC
PINWOOD APARTMENTS
FREDERICK STREET NORTH

UTILITY & LIGHTING PLAN

ESP GROUP, INC
LAMPERT-LEE & ASSOCIATES
 ENGINEERS • SURVEYORS • PLANNERS

12888 State Hwy 34 East • Madison Heights, MI 48061-8778
 735-424-2121 • FAX 735-423-8774

NO.	DATE	DESCRIPTION
1	10/1/2010	PRELIMINARY DESIGN
2	10/1/2010	FOR RECORD ONLY
3	10/1/2010	FOR CONSTRUCTION
4	10/1/2010	REVISION OF RECORD

RESOLUTION VACATING A PUBLIC STREET

WHEREAS, this resolution was introduced before the Common Council of the City of Stevens Point on May 16, 2016, pursuant to Section 66.1003(4) of the Wis. Stats. and,

WHEREAS, the Notice provisions of Section 66.1003 (8) have been complied with and,

WHEREAS, a Lis Pendens was filed pursuant to Section 840.11 of the Wis. Stats. in the Office of the Register of Deeds for Portage County and,

WHEREAS, a copy of the resolution was delivered to the Secretary of Transportation and,

WHEREAS, a public hearing was held on August 15, 2016 at which time all persons of interest were heard and,

WHEREAS, the Common Council finds that it is in the public interest to vacate such street or portion thereof and,

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Stevens Point that the following street or a portion thereof hereinafter described in and marked Exhibit 'A' and a scale map marked Exhibit 'B' is attached hereto and made a part of this document is hereby vacated and discontinued:

BE IT FURTHER RESOLVED that pursuant to Section 66.1005 (1) of Wis. Stats., title of said vacated port shall belong to the owner or owners of the adjoining lands and,

BE IT FURTHER RESOLVED that pursuant to Section 66.1005 (2) (a) of Wis. Stats., all easements and rights incidental to the easements that belong to any county, school district, town, village, city, utility, or person that relate to any underground or overground structures, improvements, or services and all right of entrance, maintenance, construction, and repair of the structures, improvements, or services shall continue and,

BE IT FURTHER RESOLVED that the City Clerk shall file a copy of the resolution with the Portage County Register of Deeds and,

BE IT FURTHER RESOLVED that the Official Street Map shall be amended to delete the above vacated street or a portion thereof.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
John Moe, City Clerk

Dated: August 15, 2016
Adopted: August 15, 2016

Drafted by:
Pat Fuehrer
Engineering Division
City of Stevens Point

Return to:
City Clerk

EXHIBIT 'A'

WORTH COURT VACATION WEST PORTION OF CUL-DE-SAC

All of Portage County Certified Survey Map Number 8067-31-47 and part of Lot 2 of Portage County Certified Survey Map Number 7838-29-118 located in the Southeast Quarter of the Northeast Quarter of Section 2, Township 23, North, Range 8 East, City of Stevens Point, Portage County, Wisconsin, described more particularly as follows:

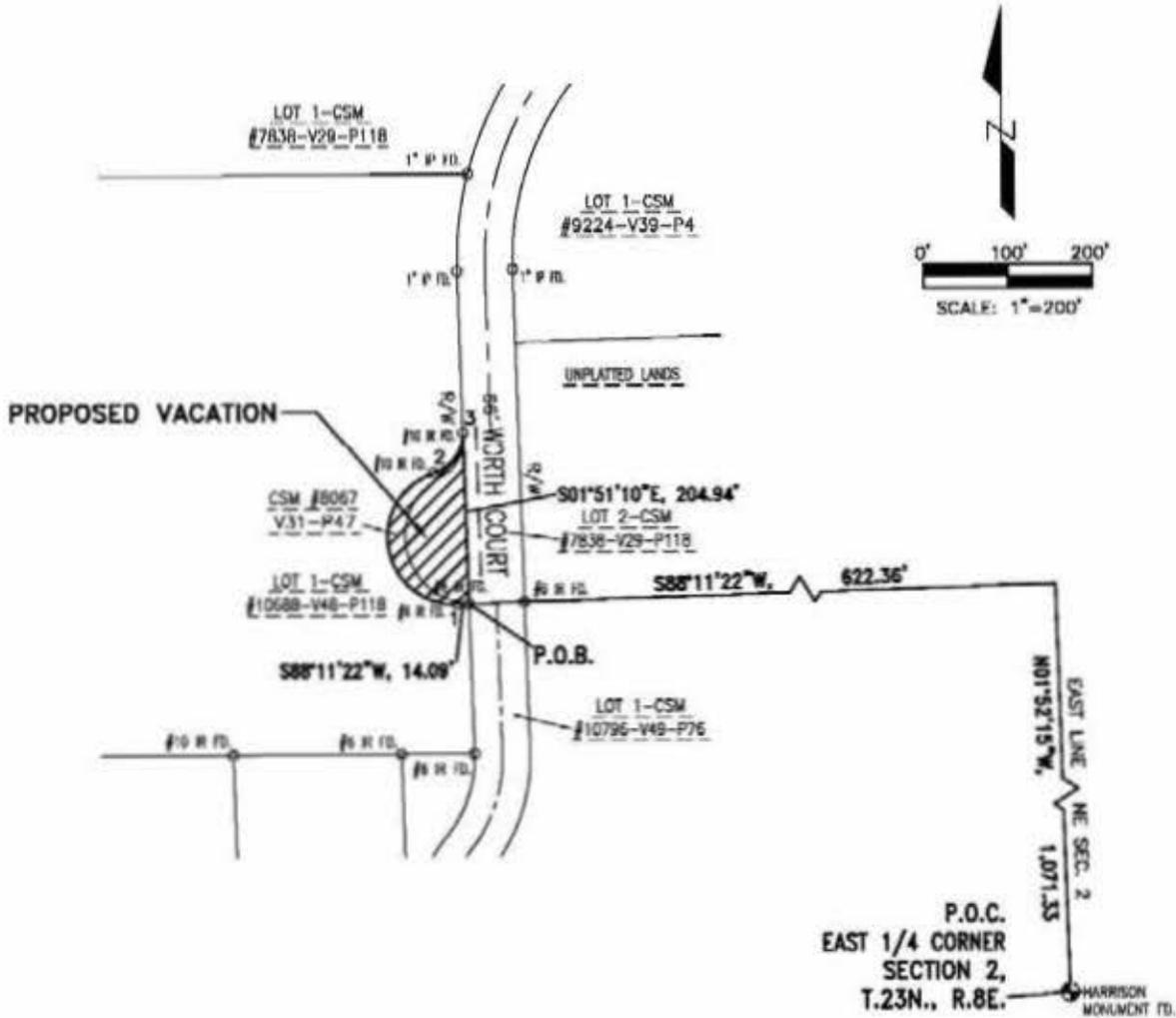
Commencing at the east quarter corner of said Section 2; thence North 01 degree 52 minutes 15 seconds West along the east line of said Northeast Quarter of Section 2 a distance of 1,071.33 feet; thence South 88 degrees 11 minutes 22 seconds West 622.36 feet to the **point of beginning**; thence continuing South 88 degrees 11 minutes 22 seconds West 14.09 feet; thence northwesterly 228.84 feet along the arc of a 80.00 foot radius curve, tangent with the last described course, center to the east, the chord bears North 09 degrees 51 minutes 48 seconds West 158.42 feet; thence northeasterly 64.52 feet along the arc of a 50.00 foot radius curve, tangent with the last described course, center to the west, the chord bears North 35 degrees 06 minutes 57 seconds East 60.14 feet; thence South 01 degree 51 minutes 10 seconds East 204.94 feet to the **point of beginning** there terminating.

EXHIBIT 'B'

WORTH COURT VACATION WEST PORTION OF CUL-DE-SAC

CURVE DATA

CURVE NO.	RADIUS	CHORD BEARING	CHORD LENGTH	ARC LENGTH	CENTRAL ANGLE	TANGENT BEARING
1-2	80.00'	N09°51'48"W	158.42'	228.84'	163°53'40"	S88°11'22"W N72°05'02"E
2-3	50.00'	N35°06'57"E	60.14'	64.52'	73°56'11"	N72°05'02"E S01°51'10"E



RESOLUTION VACATING A PUBLIC ALLEY

BE IT RESOLVED by the Common Council of the City of Stevens Point that pursuant to Section 66.1003 (3) of the Wisconsin Statutes, the following alley or portion thereof hereinafter described and a map marked Exhibit 'A' is attached hereto and made a part of this document is hereby vacated and discontinued:

PUBLIC ALLEY

A 20-foot public alley being part of Block Ten of the Central Addition to the City of Stevens Point located in the Northeast Quarter (NE ¼) of the Southwest Quarter (SW ¼) of Section 33, Township 24 North, Range 8 East, City of Stevens Point, County of Portage, State of Wisconsin described as follows:

All that part of said 20-foot alley lying south of the right of way or cul-de-sac of Miller Court and the north right of way line of Center Street.

Said alley runs between and parallel with Michigan Avenue and Welsby Avenue beginning at Center Street and ending at Jefferson Street.

The public alley being discontinued fronts upon the following properties:

<u>Property Address:</u>	<u>Parcel Identification No.</u>
2500 Center Street	2408-33-3003-23
2424 Center Street	2408-33-3003-22
1841 Miller Court	2408-33-3003-39
1916 Miller Court	2408-33-3003-40

BE IT FURTHER RESOLVED that pursuant to Section 66.1003 (3) of Wis. Stats. a written petition of the owners of more than 50% of the frontage of the lots and lands abutting upon the portion of the public alley is sought to be discontinued and,

BE IT FURTHER RESOLVED that pursuant to Section 66.1003 (8) (a) of Wis. Stats. the City Clerk upon receiving a petition under section 66.1003 (3) of Wis. Stats. shall deliver a copy of the petition to the Secretary of Transportation when the public way is within one-quarter mile of a state trunk highway or connecting highway and,

BE IT FURTHER RESOLVED that pursuant to Section 66.1003 (8) (b) of Wis. Stats. this resolution shall be published as a Class 3 notice under ch. 985 of Wisconsin Statutes and,

BE IT FURTHER RESOLVED that pursuant to Section 66.1003 (9) of Wis. Stats. in proceedings under this section, s. 840.11 shall be considered as part of the proceedings, a Lis Pendens, as provided in s. 840.10, containing the person's name and a brief statement of the object thereof and a map and description of the land to be affected shall be filed with the Portage County Register of Deeds and,

BE IT FURTHER RESOLVED that pursuant to Section 66.1005 (1) of Wis. Stats. title of said vacated portion shall revert to the current title holder of the lands from which the land was originally taken and that it has been determined that the properties adjacent to the alley shall revert to the center line of said alley and that those properties adjacent to the alley proposed to be vacated and discontinued shall bear the costs of any legal fees or land survey that may arise out of this vacation and discontinuance and,

BE IT FURTHER RESOLVED that pursuant to Section 66.1005 (2) (a) of Wis. Stats. all easements and rights incidental to the easements that belong to any county, school district, town, village, city, utility, or person that relate to any underground or overground structures, improvements, or services and all right of entrance, maintenance, construction, and repair of the structures, improvements, or services shall continue and,

BE IT FURTHER RESOLVED that the City Clerk shall file a copy of the resolution with the Portage County Register of Deeds and,

BE IT FURTHER RESOLVED that the Official Street Map shall be amended to delete the above vacated and discontinued street.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
John Moe, City Clerk

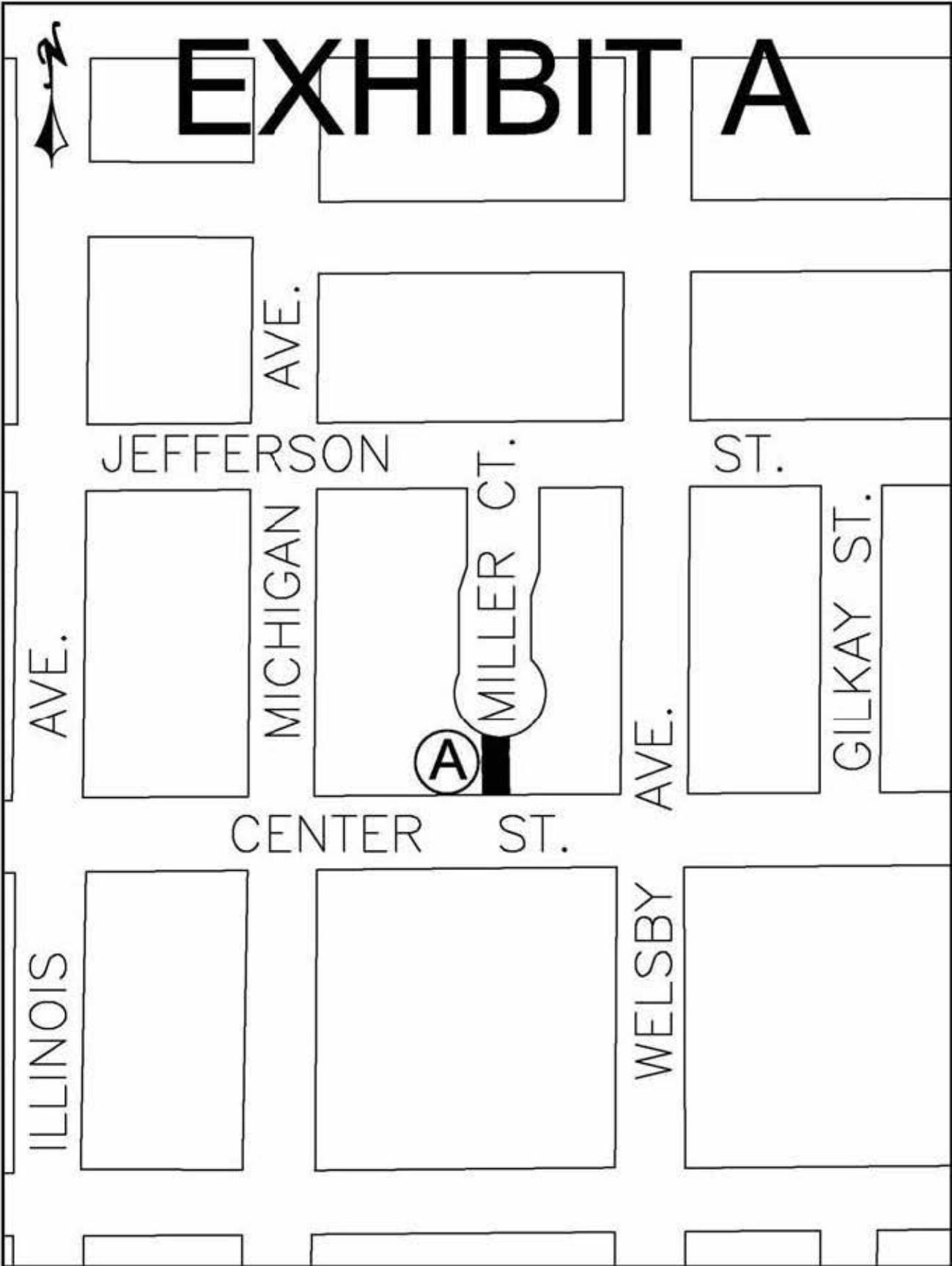
Dated: August 15, 2016
Passed: August 15, 2016

Drafted by:
Pat Fuehrer
Engineering Division
City of Stevens Point

Return to:
City Clerk



EXHIBIT A



SETTLEMENT AGREEMENT

This Settlement Agreement is made between the Lynch Family Revocable Living Trust Dated June 8, 2007, by Douglas James Lynch and Cheryl Lynch, its co-trustees (herein "Lynch") and the City of Stevens Point, a municipal body corporate and politic (herein "City").

RECITALS

WHEREAS, Lynch owns real estate within the City of Stevens Point having a street address of 100 Bukolt Park Street, Stevens Point, Wisconsin 54481 by virtue of a Warranty Deed dated October 6, 2014, which Warranty Deed was recorded in the office of the Register of Deeds, Portage County, Wisconsin, as document number 800212 (herein "Lynch Parcel");

WHEREAS, Dale Rosicky of Dale Rosicky Land Surveying, LLC, prepared a Plat of Survey dated April 14, 2016, which describes the Lynch Parcel and Outlot 1, which is located to the south of the Lynch Parcel, and which is depicted in such Plat of Survey; a copy of such Plat of Survey is attached hereto and incorporated by reference as Exhibit A;

WHEREAS, a dispute has arisen between Lynch and the City with regard to Outlot 1;

WHEREAS, previously Lynch caused a Notice of Circumstances of Claim to be served on the City pursuant to Wis. Stat. § 893.80 in which Lynch, for the reasons explained in such Notice of Circumstances of Claim, claim that title to and the right to possess Outlot 1 should be established in Lynch free and clear of any claim by the City;

WHEREAS, the City has never possessed any part of Outlot 1 and, therefore, does not need it;

WHEREAS, Lynch and the City have engaged in negotiations to avoid the cost of litigation regarding the matter of the title to and the right to possess Outlot 1 and have reached an understanding with regard to the resolution of such matter;

WHEREAS, Lynch is agreeable to donating the sum of \$20,000 to the City to avoid the expense of litigation and to resolve the matter of the title to and the right to possess Outlot 1;

WHEREAS, the City is agreeable to accepting a donation of \$20,000 from Lynch to avoid the expense of litigation and resolve the matter of the title to and the right to possess Outlot 1;

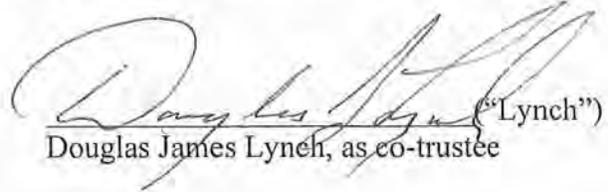
WHEREAS, in recognition of the donation of \$20,000 to the City by Lynch and the avoidance of the cost of litigation, the City is agreeable to conveying title to and the right to possess Outlot 1 to Lynch;

NOW THEREFORE, IT IS HEREBY AGREED by Lynch and the City as follows:

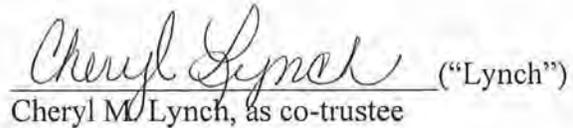
1. Upon the granting of approval of this Settlement Agreement by the City so as to make this Settlement Agreement binding, and the adoption of a Resolution by the City authorizing its officers to execute a Deed of conveyance of any interest the City may have in Outlot 1 to Lynch, Lynch shall donate the sum of \$20,000 to the City and the City shall simultaneously furnish Lynch a Quit Claim Deed for Outlot 1 as depicted on the accompanying Plat of Survey.

2. The City agrees to make no claim to and asserts it has no title to or the right to possess any portion of the Lynch Parcel, which is Lot 1 as depicted on the attached Plat of Survey.

Date: 7-21-16

 ("Lynch")
Douglas James Lynch, as co-trustee

Date: 7-21-16

 ("Lynch")
Cheryl M. Lynch, as co-trustee

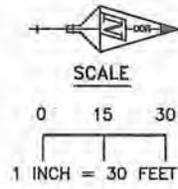
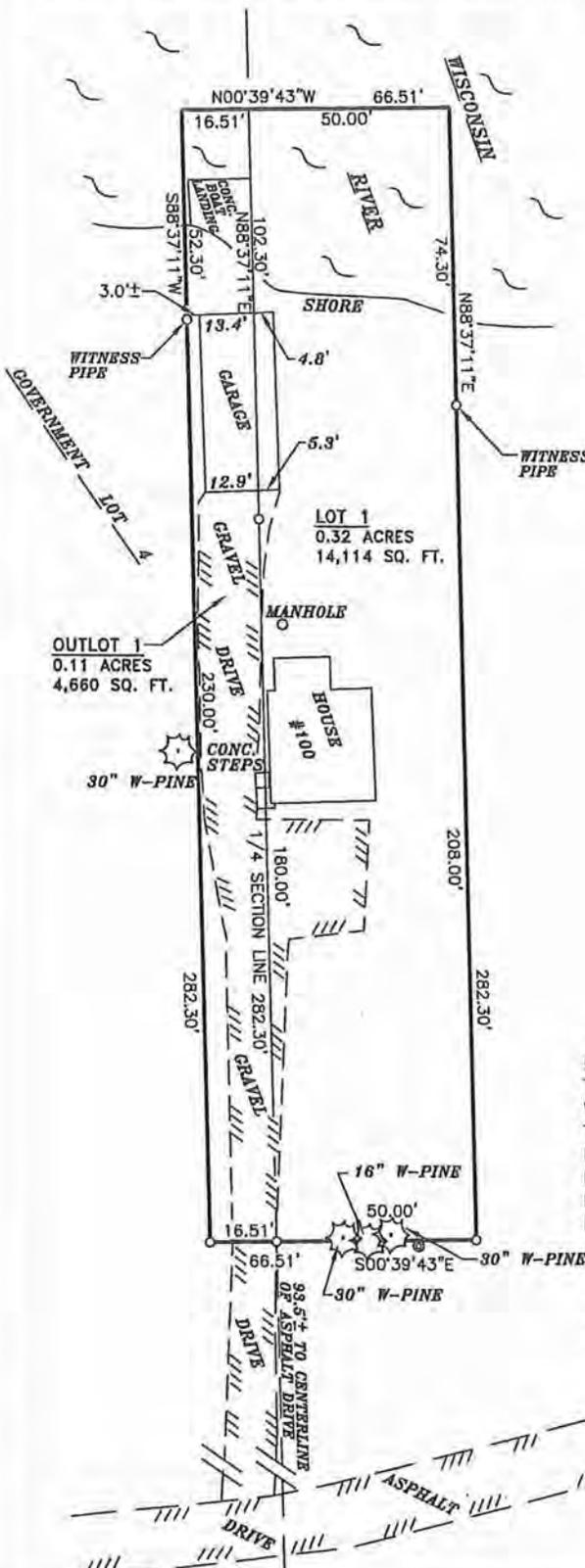
CITY OF STEVENS POINT

Date: _____

By: _____
Michael Wiza, its Mayor

PLAT OF SURVEY

PLAT OF SURVEY FOR DOUG LYNCH LOCATED IN PART OF GOVERNMENT LOTS 1 AND 4, SECTION 30, TOWN 24 NORTH, RANGE 8 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN



BASE FOR BEARINGS
 BEARINGS REFERENCED TO THE EAST LINE OF THE NORTHWEST 1/4, SECTION 30, T24N-R8E, ASSUMED TO BEAR S00°39'43"E.

- LEGEND**
- 1"x18" IRON PIPE SET (1.68 LBS/FT)
 - ⊙ 4" IRON PIPE FOUND

TOTAL AREA
 0.43 ACRES
 18,774 SQ. FT.

SURVEYOR'S CERTIFICATE
 THE PROPERTY AS SHOWN AND DESCRIBED ON THIS MAP WAS SURVEYED UNDER MY DIRECTION AND CONTROL ACCORDING TO THE WISCONSIN ADMINISTRATIVE CODE, CHAPTER A-E7 OF MINIMUM STANDARDS FOR PROPERTY SURVEYS AND IS A CORRECT REPRESENTATION OF SAID SURVEY, TO THE BEST OF MY KNOWLEDGE AND BELIEF.
 DATED THIS 14th DAY OF APRIL, 2016.

DALE D. ROSICKY, PLS-2237
 PROFESSIONAL LAND SURVEYOR

EXHIBIT A

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

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



Memo

Plan Staff

Community Development
City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481
Ph: (715) 346-1567 • Fax: (715) 346-1498

City of Stevens Point – Department of Community Development

To: Common Council
From: Plan Staff
CC:
Date: 8/10/2016
Re: Request from Sally McDonald to appeal the decision of the Historic Preservation / Design Review Commission on June 6, 2016.

Sally McDonald and Robert McDonald (Applicants) have requested an appeal of a decision made by the Historic Preservation / Design Review Commission on June 6, 2016 regarding a design review request to perform façade improvements on the east façade of the building located at 1059 Clark Street. The appeal is made under Part 5.02.02 of Chapter 22: Historic Preservation / Design Review of the Revised Municipal Code of the City of Stevens Point. The Applicant's request is attached.

The Applicants requested to install insulation and a stucco finishing system on the east façade of 1059 Clark Street. Attached is the agenda, staff report, meeting minutes, and design review certificate from the Historic Preservation / Design Review Commission meeting on June 6, 2016. The Historic Preservation / Design Review Commission approved the request to perform exterior façade improvements with the following conditions:

1. All architectural masonry design features, such as window headers; and openings shall be maintained or restored.
2. Rounded window and door headers matching the original shall be incorporated into the design.
3. All window and door openings must remain open and shall be prohibited from being permanently filled-in.
4. Brick (full or veneer) closely matching the original in color, texture, and mortar shall be installed along the east façade. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM).
5. Building codes and zoning ordinance requirements shall be met.
6. All applicable building permits shall be obtained.

Chapter 22: Historic Preservation / Design Review of the Revised Municipal Code of the City of Stevens Point, adopted on October 31, 1983 and amended on March 17, 2014, establishes powers and duties to the Historic Preservation / Design Review Commission to regulate construction, reconstruction, alteration, and demolition as described below.

Division 5.02 Regulation of Construction, Reconstruction, Alteration, and Demolition

No owner or person in charge of a historic structure or historic site, or property located within a historic district shall reconstruct, alter, or demolish all or any part of the exterior of such property or construct any improvement upon such designated property or properties or cause or permit any such work to be performed upon such property or demolish such property unless approval has been granted by the commission.

Upon the filing of any request for a design review certificate with the commission, the commission shall review the request in accordance with the design guidelines. If the commission determines that the application for a design review certificate and the proposed changes are consistent with the design guidelines, it shall issue the design review certificate. Upon the issuance of such certificate, any other required permits shall be obtained.

The Applicant's property falls within the locally designated Historic Preservation / Design Review District, adopted on October 5, 1984. The City of Stevens Point Design Review Guidelines, also approved on October 5, 1984 and amended on March 21, 2016, require design review for any new construction or exterior changes to existing buildings or site improvements within Historic Districts or the Historic Preservation / Design Review District. Furthermore, the request is defined as a Major Work, as it is an alteration of exterior surfaces, which requires Historic Preservation / Design Review Commission Review.



Note that all guidelines within the document are based on the Secretary of Interior's Standards for Rehabilitation. Furthermore, special exceptions may be granted where strict adherence may result in undue impractical difficulty to the applicant.

Based on the standards of review outlined in the attached staff report, the Historic Preservation / Design Review Commission found that the applicant's request was not consistent with the Design Guidelines. However, approval was granted and a design review certificate issued allowing the applicant to perform restoration activities which meet the Design Guidelines and include the installation of brick or brick veneer (see attached design review certificate).

I strongly encourage the Council to review all attachments, especially the staff report and meeting minutes. Should alderpersons have technical questions regarding the request, attachments or approval, don't hesitate to contact the Community Development Department.

ROBERT E. McDONALD

McDONALD LAW OFFICE

SALLY A. McDONALD

ATTORNEYS AT LAW
P.O. BOX 630
STEVENS POINT, WISCONSIN 54481-0630
PHONE: 715-344-3700
FAX: 715-344-3974

RECEIVED
JUL 21 2016
CITY CLERKS
OFFICE

July 20, 2016

Stevens Point City Clerk
Hand Delivered

Re: Appeal of Design Review for repair of East Wall of 1059 Clark Street;
Stevens Point WI 54481

Dear Sir or Madam;

We would respectfully appeal a decision entered by the "Historic Preservation/Design Review Commission of the City of Stevens Point".

First, our privately owned property is NOT in the Historic District. We are not in the State nor are we in the National Registry. The Chapter 22 plan consistently refers to Historic Site Status, and offers a carrot of grants to pay for improvement or renovations to property owners to maintain the "look", and/or tax credits. We qualify for neither. The GUIDEBOOK shall be known as, referred to, or cited as, City of Stevens Point Historic Design Guidelines. (Sec. 1.3 Title).

The Façade (I beg to differ on calling it a façade as it is the side of our building on Ellis Street. The front of our building on Clark Street is our Façade) That being said, this painted brick wall failed, was investigated by a State Licensed Engineer who determined that the STRUCTURE was wood framing, which is uncompromised, and the "brick acting only as an aesthetic veneer" failed. Further in this expert's report he indicates that a successful veneer over the main structure (of wood, which is still holding up our building) should have "A weather resistive barrier over the sheathing and air gap or insulation between the building shell and the veneer to provide temperature conditioning and to allow for movement of moisture through the system to a place of exit."

If we were to do brick or brick veneer at considerably more cost, we are doing insulation, which would push our wall to jut out next to the next building, which is flush with ours, and has a cream color finish. Literally not an airgap

between the two buildings, we share a cement wall with the former boys and girls club between us on the interior. The city might also have to lose some sidewalk.

As mandated by the city, we were granted a demolish permit to tear down the painted brick. We paid \$7900 to have this done safely, though we lost an entire day of work as the power from WPS had to be shut off because of the placement on the building and the painted brick.

In emails from City Employees, we were given mandates on having to go to the Historic meeting to obtain "permission" on what materials, colors, etc to repair our exposed wall. We obtained quotes from A.J.'s Quality Construction for brick, stucco, eifs. Of course the Historic Society wanted brick, which was \$20,000 to \$25,000 MORE than stucco, which can be made to look like brick, and is much more practical as to insulation, appearance and our preference.

Incidentally, at the Historic meeting we were chastised in an extreme fashion for getting rid of the deteriorated brick suggesting we should have kept it and "turned it around", or at least "saved it" because of its historic significance. We tried to give it away to city, private and other entities, and only were met with offers to take it for large fees.

Sec. 1.5 Secretary of Interior's Standards for Rehabilitation states in part, "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values."

Again, this is for historic site status properties, with grants and tax credits. This is a bare wall with windows. (new windows, by the way, much more energy efficient). It normally holds a "windows to the past" mural which IS of historic and cultural value, as it contains the five generations of the owners of the oldest continuously owned family business in the county, along with the no longer existing interior of a previous building occupied by the McDonald family as their abstract building.

Again citing Sec. 1.5: "The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility".

The "essential form and integrity" that needs to be repaired is a solid colored wall with windows. The design GUIDELINES for HISTORIC SITES also refers to water damage, which was what caused the veneer of painted brick to

fail, mostly at the site of the LONG abandoned chimney which was used when the building was heated by coal. (The coal chute opening has been closed and insulated for security and comfort since long before I was born.)

Sec 3.2.2 Masonry; "Various types of masonry construction are found in the districts including brick, stone, stucco and concrete." This is true in our immediate vicinity, in fact in our building. Out our front (façade) we look onto Bill's Pizza, which is in the downtown historic site, and they were allowed to cover their brick with stucco and were provided funds. This is very attractive, and flows well with surroundings. There are many examples of stucco and EIFS spattered all over downtown, including in the Historic Sites, all of whom received money to make their improvements or repairs.

A lady from the Historic Society retorted that "there's too much of that already done downtown and WE can't let that happen anymore". The meeting immediately after ours was for the new hotel that is going up in the Mathias Historic District and is having EIFS.

Even if we were in the Historic District, Part 9 of Chapter 22 addresses Emergency Conditions. That is what we had, and now the painted brick is gone. The only financial assistance we have received was the waiver of the demolish permit as the city determined there were emergency conditions.

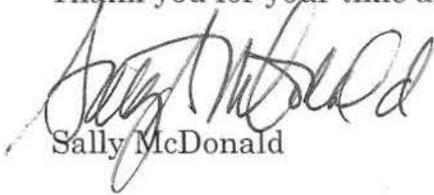
We are now adding at least \$750 plus WPS fees for another shut off of power during business hours to extend the service mast, which is necessary regardless of how the wall is repaired.

I was flummoxed in who or what was making requirements to get the blessing of the Historical Society to get a building permit that I believe I am entitled to and required to do. In doing my research I went so far as to investigate the laws of "taking" of privately owned property by government, abuse of power, and what one does as a property owner who is denied the reasonable legal repair of one's property at their expense. Not a zoning change, not a use change but the color of a wall. And all four: EIFS, Stucco, Brick and cement ARE masonry products. Yes, cement, and that is contained along both sides of the "east wall" which surrounds where the painted brick used to be. This cement can be covered in stucco to really make a more aesthetically pleasing backdrop for the Window to the Past.

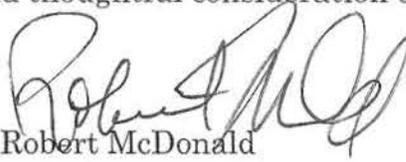
I ask that we be granted a building permit to repair our wall with insulation and stucco finish. I happen to believe the color we finish our privately owned property that is not in the historic district should be ours to make, but was never even granted the ability to show the samples of materials I had on hand with me.

We have a plethora of historic features inside our building, as well as our façade, family history and relics that customers often peruse as if they are at a museum. We Scotsman are want to throw out our relics or history, and proudly share it with the community. To suggest we aren't supportive of the objectives the design ideas and beautification of downtown is disingenuous.

Thank you for your time and thoughtful consideration of our request.



Sally McDonald



Robert McDonald

CITY OF STEVENS POINT

Design Review Certificate

The Historic Preservation / Design Review Commission of the City of Stevens Point in conformance with Chapter 22 and the City 's adopted Design Guidelines herby grants permission for work to be performed on the premises listed below in accordance with the approved plans and conditions:

OWNER: Sally McDonald

PREMISE: 1059 Clark Street (Parcel ID 2408-32-2020-01)

APPLICANT: AJ Filtz (Contractor) & Owner

HP/DRC APPROVAL DATE: July 6, 2016

WORK APPROVED: Restoration of the east building facade subject to the following conditions:

1. All architectural masonry design features, such as window headers; and openings shall be maintained or restored.
2. Rounded window and door headers matching the original shall be incorporated into the design.
3. All window and door openings must remain open and shall be prohibited from being permanently filled-in
4. Brick (full or veneer) closely matching the original in color, texture, and mortar shall be installed along the east façade. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM).
5. Building codes and zoning ordinance requirements shall be met.
6. All applicable building permits shall be obtained.



*****Any Additional Work Will Require Separate Design Review*****

This certificate does not suffice as a building permit. All applicable building permits shall be obtained meeting City ordinance.

The City of Stevens Point Community Development Department herby issue this design review certificate to the above applicant for activities described above. Changes to the above project or conditions specified shall receive approval prior to commencement from the City of Stevens Point Community Development Department and/or the Historic Preservation Design / Review Commission.

Issuer: *[Signature]*

Date: 7/7/16
Page 1

GENERAL INFORMATION

Tax Credits for Historic Income-Producing Buildings

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Owners of historic income-producing properties in Wisconsin may be eligible for two income tax credits that can help pay for their building's rehabilitation.

The Federal Historic Preservation Tax Credit Program

This program returns 20 percent of the cost of rehabilitating historic buildings to owners as a federal income tax credit.



Frank DeBoth Building, 1887

De Pere, Wisconsin. This building on Main Street is a part of the Main Avenue Historic District. It is an example of a historic income-producing building that qualifies for tax credits. View the property record: AHI 79530



The Wisconsin Historic Preservation Tax Credit Program

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How to Qualify for the Federal and State Historic Preservation Credits

This is a summary and is not intended to cover all program rules and guidelines. Additional information on the federal credit can be obtained through the National Park Service.

While the goal of the program is to preserve significant buildings, it is also an income tax program. Applicants must meet IRS and Wisconsin Department of Revenue requirements. Before you apply, we suggest you talk to your accountant to see if the program will work for you.

How to Qualify:

1 Own a Historic Building

A building is considered "historic" if it is listed in the National Register of Historic Places or if the NPS determines that it contributes to the character of a National Register historic district. A building can also receive a preliminary determination of eligibility for the Register through the tax credit application process. In this case, the owner must formally list the property in the National Register prior to claiming any tax credits.

If an owner is using only the state tax credit, a building is considered "historic" if it is listed in the State Register or the National Register of Historic Places or if it contributes to the character of a listed historic district. A building can also receive a preliminary determination of eligibility for the Register through the tax credit application process. In this case, the owner must formally list the property in the State Register or the National Register prior to claiming any tax credits.

NOT
NOT

2 Use the Building for Income-Producing Purposes

Income-producing buildings are those used in a trade or business or for the production of rental income.

3 Formally Apply to the Wisconsin Historical Society

Prior to submitting application materials, we recommend you contact one of the preservation architects listed below. Depending on the complexity of your project, they may want to tour the building with you to determine if the proposed project meets the Standards. Application materials must be completed and mailed to the Society.

4 Rehabilitate the Building Following Program Standards

- [X Explore Our Collections](#)
- [X Online Collections](#)
- [X National or State Register of Historic Places](#)
- [X Portage](#)
- [X Stevens Point](#)

Not finding what you are looking for? See tips for how to use this page

Use the links below to narrow your search results.

Refine by Architectural Style

- Queen Anne (2)
- Other Styles (2)
- Neo-Classical/Beaux Arts (2)
- Second Empire (1)
- Renaissance (1)
- Prairie School (1)
- No Style Listed (1)
- [More...](#)

Refine by Historic Use

- Commercial/Trade (3)
- Educational (3)
- Industry/Processing/Extraction (1)
- Landscape (1)
- Recreational/Social (1)
- Religious/Funeral (1)
- Residential (4)

Refine by Property Type

- Building (11)
- District (1)

Results 1-12 of 12 Sort by: Relevance

1



NATIONAL OR STATE REGISTERS RECORD
1116-1128 Main St.

Community: **Stevens Point**
County: **Portage**
Historic Name: **Fox Theater**
Reference Number: **82000698**



NATIONAL OR STATE REGISTERS RECORD
1020 First St.

Community: **Stevens Point**
County: **Portage**
Historic Name: **Folding Furniture Works Building**
Reference Number: **93000666**



NATIONAL OR STATE REGISTERS RECORD
1100 Brawley St.

Community: **Stevens Point**
County: **Portage**
Historic Name: **Jensen, J. L., House**
Reference Number: **88001151**



NATIONAL OR STATE REGISTERS RECORD
1408 Strong's Ave.

Community: **Stevens Point**
County: **Portage**
Historic Name: **Hotel Whiting**
Reference Number: **90001457**



NATIONAL OR STATE REGISTERS RECORD
1209 Fremont Street

Community: **Stevens Point**
County: **Portage**
Historic Name: **Nelson Hall**
Reference Number: **05000643**



NATIONAL OR STATE REGISTERS RECORD
Roughly Main St. from Strong's Ave. to Second St.

Community: **Stevens Point**
County: **Portage**
Historic Name: **Mathias Mitchell Public Square--Main Street Historic District**
Reference Number: **86001513**



NATIONAL OR STATE REGISTERS RECORD
1501 Main Street

Community: **Stevens Point**
County: **Portage**
Historic Name: **Green, August G. and Theresa, House**
Reference Number: **05000533**



NATIONAL OR STATE REGISTERS RECORD
1421 Strong's Ave.

Community: **Stevens Point**
County: **Portage**
Historic Name: **Hardware Mutual Insurance Companies Building**
Reference Number: **94001358**



NATIONAL OR STATE REGISTERS RECORD
1475 Water Street

Community: **Stevens Point**
County: **Portage**
Historic Name: **Temple Beth Israel**
Reference Number: **07000101**

	NATIONAL OR STATE REGISTERS RECORD 1924 Pine St. Community: Stevens Point County: Portage Historic Name: McMillan, David, House Reference Number: 74000117
	NATIONAL OR STATE REGISTERS RECORD 2100 Main St. Community: Stevens Point County: Portage Historic Name: Stevens Point State Normal School Reference Number: 76000074
	NATIONAL OR STATE REGISTERS RECORD 1416 Main St. Community: Stevens Point County: Portage Historic Name: Kuhl, Christina, House Reference Number: 78000126

1

Have Questions?

If you didn't find the material you searched for, our Library Reference Staff can help.

Call our reference desk at 608-264-6535 or email us at:

feedback@wisconsinhistory.org

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89906	05000955	WISCONSIN	Polk	St. Croix	F Cushing Lr	106 S. Was	20050901	Text	Photos								
89907	07000711	WISCONSIN	Polk	St. Croix	F St. Croix F	201 N Was	20070720	Text	Photos								
89908	92001560	WISCONSIN	Portage	Amherst	Pomeroy, 203	Lacon	19921105	Text	Photos								
89909	93001163	WISCONSIN	Portage	Lanark	Severance Pipe	Rd.,	19931029	Text	Photos								
89910	93001171	WISCONSIN	Portage	Lanark	Pipe Scho Jct. of	Pip	19931104	Text	Photos								
89911	80000393	WISCONSIN	Portage	Plover	Old Plove	Madison A	19800327	Text	Photos								
89912	74000118	WISCONSIN	Portage	Plover	Morgan, J. 1308	Madl	19741001	Text	Photos								
89913	10000232	WISCONSIN	Portage	Rosholt	Rosholt, J. 237	N. Ma	20100427	Text	Photos								
89914	82000698	WISCONSIN	Portage	Stevens P	Fox Theat	1116-1128	19820726	Text	Photos								
89915	78000126	WISCONSIN	Portage	Stevens P	Kuhl, Chri	1416 Main	19780109	Text	Photos								
89916	74000117	WISCONSIN	Portage	Stevens P	McMillan, 1924	Pine	19741216	Text	Photos								
89917	76000074	WISCONSIN	Portage	Stevens P	Stevens P	2100 Main	19761212	Text	Photos								
89918	86001513	WISCONSIN	Portage	Stevens P	Mathias IV	Roughly N	19860813	Text	Photos								
89919	88001151	WISCONSIN	Portage	Stevens P	Jensen, J.	1100 Braw	19880728	Text	Photos								
89920	90001457	WISCONSIN	Portage	Stevens P	Hotel Whi	1408 Stror	19900913	Text	Photos								
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89922	94001358	WISCONSIN	Portage	Stevens P	Hardware	1421 Stror	19941201	Text	Photos								
89923	05000533	WISCONSIN	Portage	Stevens P	Green, Au	1501 Main	20050601	Text	Photos								
89924	05000643	WISCONSIN	Portage	Stevens P	Nelson H	1209 Frem	20050629	Text	Photos								
89925	07000101	WISCONSIN	Portage	Stevens P	Temple B	1475 Wate	20070301	Text	Photos								
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89932	85002331	WISCONSIN	Price	Park Falls	Flambeau	200 N. Fir	19850912	Text	Photos								
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89934	85000155	WISCONSIN	Price	Phillips	Phillips H	200 Chery	19950224	Text	Photos								

Determinations of Eligibility:

DOEs have not been scanned. You can download a spreadsheet of Federal DOEs.

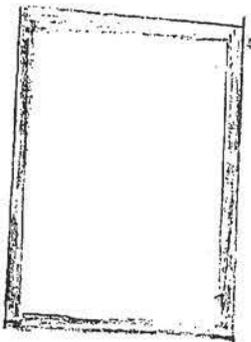
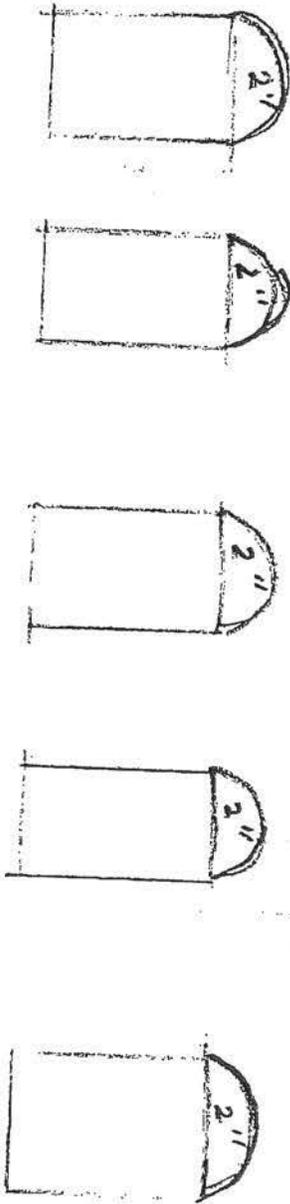
About National Register Documentation:

Since its inception in 1966, more than 90,000 properties have been listed in the National Register. Together these records hold information on more than 1.4 million individual resources—buildings, sites, districts, structures, and

--- V groove / expansion Joints $\frac{3}{4}$ " x $\frac{3}{4}$ "
2" Foam on the insets Above Window / Door
FLASHING w/ needed

raised foam

ATTN:
AS
CONSTRUCTION



Coating
only

Coating only

26' x 75' Color / Texture upon approval.

AGENDA

HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

July 6, 2016 – 4:30 PM

City Conference Room – County-City Building
1515 Strongs Avenue – Stevens Point, WI 54481

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

Discussion and possible action on the following:

1. Approval of the report of the June 1, 2016 HP/DRC meeting.
2. Request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements which includes the installation of a stucco finishing system at **1059 Clark Street (Parcel ID 2408-32-2020-01)**.
3. Request from BriMark Builders, representing Cobblestone Hotels, for design review approval to construct a hotel on the **lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70)**.
4. Request Gregg Gokey, representing Penguin Properties, for design review approval to perform exterior facade improvements which includes the installation of windows, doors, vinyl trim, railings, and masonry repairs, at **1324 Centerpoint Drive (Parcel ID 2408-32-2031-37)**.
5. Adjourn.

Any person who has special needs while attending these meetings or needs agenda materials for these meetings should contact the City Clerk as soon as possible to ensure that a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715)346-1569, TDD# 346-1556, or by mail at 1515 Strongs Avenue, Stevens Point, WI 54481.

Administrative Staff Report

Façade Improvement
Design Review Request
1059 Clark Street
June 28, 2016



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

<p>Applicant(s):</p> <ul style="list-style-type: none">McDonald Title <p>Staff:</p> <ul style="list-style-type: none">Michael Ostrowski, Director mostrowski@stevenspoint.comKyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none">2408-32-2020-01 <p>Zone(s):</p> <ul style="list-style-type: none">"B-3" Central Business District <p>Council District:</p> <ul style="list-style-type: none">District 1 – Doxtator <p>Lot Information:</p> <ul style="list-style-type: none">Actual Frontage: 32 feetEffective Depth: 75 feetSquare Footage: 2,400Acreage: 0.055 <p>Structure Information:</p> <ul style="list-style-type: none">Year Built: addition 1890 (126 years)Number of Stories: 2 <p>Current Use:</p> <ul style="list-style-type: none">Commercial <p>Applicable Regulations:</p> <ul style="list-style-type: none">Chapter 22Downtown Design Guidelines	<p>Request</p> <p>Request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements which includes the installation of a stucco finishing system at 1059 Clark Street (Parcel ID 2408-32-2020-01).</p> <p>Attachment(s)</p> <ol style="list-style-type: none">ApplicationRenderingPhotos <p>City Official Design Review / Historic District</p> <ol style="list-style-type: none">Downtown Design Review District <p>Staff Recommendation</p> <p>Based on the findings below, staff would recommend denial of the design review request to install an insulation and stucco finishing system on the east façade.</p> <p>Staff would recommend approving a design review request at 1059 Clark Street if the following conditions were met.</p> <ol style="list-style-type: none">All architectural masonry design features, such as window headers, and openings shall be maintained or restored.Rounded window and door headers matching the original shall be incorporated into the design.All window and door openings must remain open and shall be prohibited from being permanently filled-inBrick (full or veneer) closely matching the original in color, texture, and mortar shall be installed along the east façade. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM).Building codes and zoning ordinance requirements shall be metAll applicable building permits shall be obtained.
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Vicinity Map



Scope of Work

McDonald Title located at 1059 Clark Street had a severely deteriorated façade. The property owner contacted City staff upon which an inspection of the façade occurred on April 11 (see photos attached). From the inspection it was obvious that the façade was separating from the underlying material. Areas of the east wall (photo to the right) were bowing away from the building. The building inspector utilized emergency procedures granted in Chapter 22: Historic Preservation / Design Review (below), given the deteriorated state of the façade and public safety concern.

*Chapter 22 of the Revised Municipal Code
Part 9. Emergency Conditions*

In any case where the building inspector determines that there are emergency conditions dangerous to life, health or property affecting a historic structure, site, or property in a historic district, the building inspector may order the remedying of these conditions without the approval of the commission. The building inspector shall promptly notify the commission of the action being taken. When the emergency conditions do not require demolition, the building inspector shall make every effort to carry out the intent of this ordinance and to use the design guidelines of the commission when remedying the emergency conditions.



On Monday June 6th, a razing permit was issued to remove the deteriorated brick. After removal, ice and water shield proofing adhesive was installed to protect the underlying material. Note that windows were covered during the removal. Also, the Mural on the east wall was removed prior to construction and is in the possession of the applicant.



The applicant is now requesting a treatment method for the exterior façade along the east wall which consists of foam insulation and a stucco coating. Below are standards of review regarding the request.

CHAPTER 22: HISTORIC PRESERVATION

Division 5.02 Regulation of Construction, Reconstruction, Alteration, and Demolition

No owner or person in charge of a historic structure or historic site, or property located within a historic district shall reconstruct, alter, or demolish all or any part of the exterior of such property or construct any improvement upon such designated property or properties or cause or permit any such work to be performed upon such property or demolish such property unless approval has been granted by the commission.

Upon the filing of any request for a design review certificate with the commission, the commission shall review the request in accordance with the design guidelines. If the commission determines that the application for a design review certificate and the proposed changes are consistent with the design guidelines, it shall issue the design review certificate. Upon the issuance of such certificate, any other required permits shall be obtained.

Guidelines of Review (numbers refer to guidelines standards)

*****Other standards within the design guidelines not specifically mentioned below have been reviewed and are met or not applicable pertaining to the proposed building improvement activities.**

ENGINEERED OR SYNTHETIC SIDING (Sec. 3.1.1)

2. Original walls should be properly maintained and repaired when necessary. If an original wall feature must be replaced due to excessive deterioration or damage, the new feature should match the original in size, profile, material and texture.

Analysis: The original wall was brick, however was permitted to be razed given the deteriorated state and danger. Wood exists behind the brick. The applicant is proposing an insulation and stucco covering to replace the brick.

Findings: The proposed insulation and stucco finishing material does not match the building and is not original to the building.

5. It is not recommended to cover or replace original wall surfaces with vinyl, aluminum, veneer or other synthetic siding, including chemical applications that may change the texture of the original siding.

Analysis: The applicant is proposing to replace a brick façade with an insulation and stucco finishing system. Specifics regarding the color and texture of the stucco have not been provided.

Findings: The introduction of another façade material, color, and texture will detract from the historical character of the building and negatively impact the historical integrity of the property, and surrounding properties within the Historic Downtown Design Review District.

MASONRY (3.2.2)

1. Preserve and protect character-defining masonry architectural features including corbelling, cornices, sills, quoins, foundations, and walls.

Analysis: Given the deteriorated state and danger posed by the building façade brick, it was allowed to be removed via the emergency procedures. Prior to demolition, a few windows on the east façade were boarded up, including a transom above a door. Lastly, a chimney has been removed on the east wall.

Findings: After brick wall demolition, the ice and water treatment indicates that several original window openings will be covered. In addition, a first floor window opening will be reduced in size. Furthermore, rounded window headers are no longer apparent along the façade. Staff would recommend that all architectural masonry design features, such as windows, headers and openings be maintained or restored.



4. Deteriorated masonry units should be repaired rather than replaced, using materials that match the original in size, texture, color, and overall appearance. Synthetic materials are not recommended on historic structures for the wholesale covering of a structure.

Analysis: The deteriorated masonry units have been removed. An insulation and stucco material is proposed (see application and rendering).

Findings: In this situation the deteriorated masonry could not be saved as the structural integrity was lost. Brick was warped and pulling away from the underlying material creating a gap in the façade. This gap was exposed to the elements, allowing for accelerated deterioration. The applicant's proposal to install an insulation and stucco material is not original to the building. Brick exists on all other facades of the building, any other façade material would decrease the building aesthetics and significantly reduce the historical character of the building. Staff would recommend that brick closely matching the original in color, texture and mortar be installed along the east façade.

WINDOW AND DOORS (Sec. 3.4)

14. Permanently filling in existing window or door openings is not recommended.

Analysis: See masonry standard 1 above.

Findings: Staff would recommend that all window and door openings must remain open and shall be prohibited from being permanently filled-in.

15. Replacing or covering window or door openings with plywood is strongly discouraged.

Analysis: Several window openings were previously covered prior to the construction of the project. They are not proposed to be exposed or utilized, but rather appear to be covered with the finishing stucco and insulation system.

Findings: Staff would strongly encourage existing covered window openings to be returned to operation and utilization.

16. Retain and preserve energy efficient features such as transom windows, awnings, shutters, skylights and porches.

Analysis: As indicated in masonry standard 1 above, rounded headers on existing windows appear to be absent, however the submitted rendering identifies 2 inch foam on the insets above windows and doors.

Findings: Given the proposed rendering, it is assumed that a rounded feature above the windows and doors is proposed as part of the request. Staff would recommend that rounded window and door headers matching the original be incorporated into the design.

In conclusion and based on the findings above, staff recommends denying the design review request to install an insulation and stucco finishing system on the east façade of 1059 Clark Street as several standards of review are not met. Should a more appropriate façade construction method be pursued, such as the installation of brick, staff would recommend approving a design review request at 1059 Clark Street if the following conditions were met.

1. All architectural masonry design features, such as window headers and openings, shall be maintained or restored.
2. Rounded window and door headers matching the original shall be incorporated into the design.
3. All window and door openings must remain open and shall be prohibited from being permanently filled-in
4. Brick (full or veneer) closely matching the original in color, texture, and mortar shall be installed along the east façade. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM).
5. Building codes and zoning ordinance requirements shall be met
6. All applicable building permits shall be obtained.

Photos



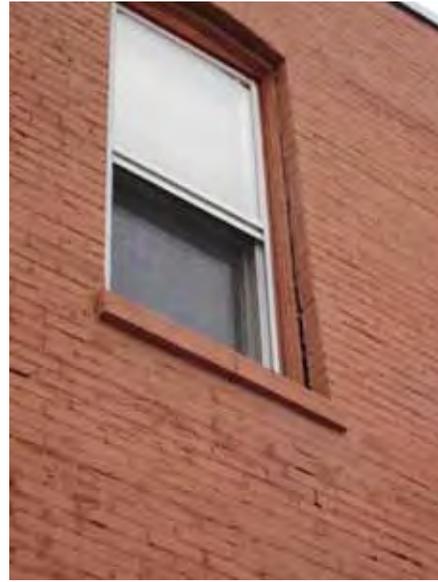
North Façade – Facing Main Street



East Façade



Second Floor Window – Brick Separation



Second Floor Window



East Façade



East Façade



East Façade – During Demolition



East Façade – After Demolition



HISTORIC PRESERVATION/ DESIGN REVIEW COMMISSION

City of Stevens Point
Community Development Department

1515 Strongs Avenue, Stevens Point, WI 54481
(715) 346-1567
(715) 346-1488
communitydevelopment@stevenspoint.com
<http://stevenspoint.com>

APPLICATION FOR DESIGN REVIEW

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	-	Date Submitted	5/13/14	Assigned Case Manager	Kyle Keams
Associated Permits or Applications (if any)	-			Pre-Application Conference Date	
Decision		Date Reviewed		Staff Signature	

Notes:

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Sally A. McDonald-Lewis	Contact Name	AJ Filtz
Address	1059 Clark St	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	715-344-3700	Telephone	715-340-1411
Fax	715-344-3974	Fax	
Email	r.mcdonald@mcddtitle.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	Sally A. McDonald-Lewis	Owner's Name	Robert E. McDonald
Address	(Both same as	Address	above)
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
281-24-0832202001		
Legal Description of Subject Property		
Area of Subject Property (Acres/Sq Ft)		Area of Building or Structure (Sq Ft)
see attached -		

Current Zoning District(s)		Current Historic District(s) - Local, State, National	
		Clark Street	
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property	
	Title Company / Law Office	same	
Briefly describe the proposed building, structure construction, reconstruction or exterior alteration. Please also provide rationale for the design review request, along with the time schedule (if any) for the project. (Use additional pages if necessary)			
see attached from AJ Filtz			
Will the proposed work detrimentally change, destroy or adversely affect any exterior architectural features of the improvement upon which said work is to be done? Explain your answer.			
Brick is coming off the building on Ellis Street side - abuts the (former) boys and girls club.			
Does the proposed work match and harmonize with the external appearance of adjacent neighboring improvements. Explain your answer.			
city workers already came to site and took photos			
Does the proposed work conform to the objectives of the historic preservation plan for said district (if any)? Explain your answer.			
yes - stucco to replace demolished brick - color to be in conformity with the neighboring districts and buildings			
Does the proposed work conform with the architectural design guidelines with emphasis on contextual issues including compatibility of size, volume proportions, rhythm, materials, detailing, colors, and expressiveness? (Historic Design Guidelines can be found at www.stevenspoint.com) Explain your answer.			

EXHIBITS

Letter to District Alderperson (www.stevenspoint.com/Directory)	<input type="checkbox"/>	Additional Exhibits If Any (List):
Photographs of Building or Structure	<input type="checkbox"/>	
Renderings or Elevations	<input type="checkbox"/>	
Site Plan (for additions, and new construction)	<input type="checkbox"/>	

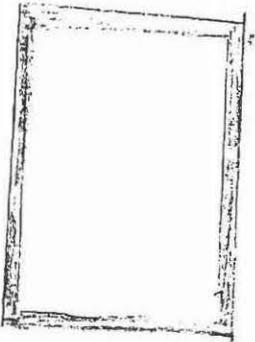
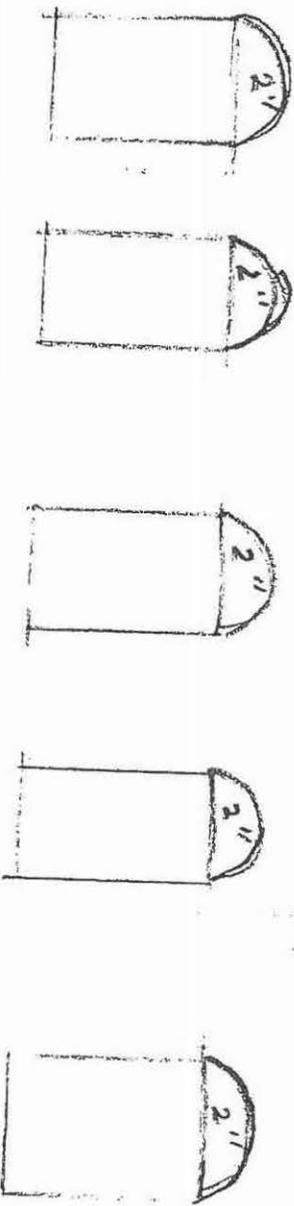
CERTIFICATION AND SIGNATURE

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
	4-19-16		4-19-16

2' foam
 --- V groove / expansion Joints $3/4" \times 3/4"$
 2' foam on the insets Above Window / Door
 FLASHING w/ needed

raised foam



Coating
 only

Coating only

26' x 75' color / texture upon approval

ATTN:
 AS
 CONSTRUCTION

REPORT OF THE HISTORIC PRESERVATION / DESIGN REVIEW COMMISSION

Wednesday July 6, 2016 –4:30 p.m.

City Conference Room – County-City Building
1515 Strongs Avenue, Stevens Point, WI 54481

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

PRESENT: Chairperson Lee Beveridge, Alderperson Garrett Ryan, Commissioner Tim Siebert, and Commissioner Tom Baldischwiler.

ABSENT: Commissioner Sarah Scripps, Commissioner Joe Debauche, and Commissioner Robert Woehr.

ALSO PRESENT: Associate Planner Kearns, Director Ostrowski, City Attorney Beveridge, Alderperson Dugan, Tyler Feirtag, Talin Senner, Gregg Gokey, Brian Wogernese, Bob Brush, Sally McDonald-Lewis, and Robert McDonald.

INDEX:

Discussion and possible action on the following:

1. Approval of the report of the June 1, 2016 HP/DRC meeting.
2. Request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements which includes the installation of a stucco finishing system at **1059 Clark Street (Parcel ID 2408-32-2020-01)**.
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5. Adjourn.

-
1. Approval of the report of the June 1, 2016 HP/DRC meeting.

Motion by Commissioner Siebert to approve the report of the June 1, 2016 HP / DRC meeting; seconded by Alderperson Ryan.

Motion carried 4-0.

2. **Request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements which includes the installation of a stucco finishing system at 1059 Clark Street (Parcel ID 2408-32-2020-01).**

Associate Planner Kearns reported a brief history of the McDonald building at 1059 Clark Street. He stated that on April 11, 2016, a building inspector and he went to the property after an inspection

request was made. At the property they confirmed that the brick of the east façade was deteriorating and pulling away from the underlying material. He went on to state there was a significant enough safety concern on the public right-of-way, and given the emergency procedures in Chapter 22 of the Revised Municipal Code, the building inspector bypassed the commission review and allowed for demolition the week of June 6, 2016 after a razing permit was issued. Mr. Kearns explained that the applicants proposed to install insulation and stucco material on the exterior façade. Based on the review however, the requested material did not meet the design standards that stipulate the replacement of similar or like material to the original structure should occur when there is razing or partial demolition of a façade. Therefore staff recommended denying the McDonald request, but also recommended approval if conditions laid out by staff were met. Mr. Kearns went on to explain two additional handouts that were provided by the applicant after the staff report and agenda were published. The handouts contained a study by Pie Consulting and Engineering outlining the brick condition prior to removal, as well as citing structural components that were missing in the original installation that had deteriorated and possibly lead to the cause of the failing façade.

Commissioner Siebert requested the whereabouts of the brick that was removed.

Sally McDonald-Lewis (1059 Clark St) stated that their contractor, AJ Filtz, had disposed of the brick.

Robert McDonald (1059 Clark St) commented that there had been no salvageable components.

Commissioner Siebert stated that the brick could have been reused or salvaged to which Mr. McDonald replied that they had attempted to find someone to salvage the bricks, but there had been no interest. Ms. McDonald-Lewis attempted to sell the brick, but also found no interest.

Mr. Kearns stated that the mural that was on the east façade was in the possession of the applicant which was removed prior to work commencing.

Ms. McDonald-Lewis voiced her concerns over several deteriorating causes of the building including water damage, and regularly freezing pipes in the winter.

Mr. McDonald mentioned that the building had several different surface materials and that they did not recommend using brick for the façade. He referenced surrounding properties that had several different surfaces which he felt had no historical significance.

Chairperson Beveridge clarified the instances in which different building materials were allowed, but also mentioned that the decisions to do so were not amicable and partially a result from lack of funds. He also mentioned that their obligation was to try to maintain and restore the downtown to its original state, as well as staying away from unapproved material as much as possible in order to follow Federal and State Historic Guidelines, as they differ considerably between new and historic properties.

Mr. McDonald reiterated his position on the different materials allowed on the surrounding buildings to which Ms. McDonald-Lewis mentioned that the diversity of building material on the property was contributing to deteriorating conditions to the point that their insurance company did not want to pay claims due to excessive damage. She also asked for clarification on items

concerning windows within the staff report prior to summarizing their latest updates to windows. Lastly, she presented colored materials for the proposed project.

Chairperson Beveridge stressed that stucco was not an allowable material.

Ms. McDonald-Lewis voiced her dissatisfaction and noted a voicemail message they had received stating that their property did not have historic site designation, was not in the Clark Street historical district, the Mathias Mitchell District, and that they only fell under the Downtown Design Review District. She went on to explain that under the law, they could not be held under eminent domain and be forced to pay for something they did not want to do, or something their insurance company would not pay for.

Chairperson Beveridge and Ms. McDonald-Lewis had a brief discussion related to potential causes and solutions to water issues and the possibility of securing mortar ties.

Ms. McDonald-Lewis stressed that they did not have funds to use brick and they could not be forced to pay. However, if the city wanted to provide a grant, they would follow conditions.

Commissioner Siebert asked if there were still funds available in the Downtown Façade Improvement Grant Program.

Associate Planner Kearns confirmed that the funds were depleted.

Aldersperson Dugan (Eighth District) voiced her concern for the deteriorating building, noting that it may have been due to neglect. She also mentioned the possibility of placing insulation on the interior of the building as a solution.

Ms. McDonald-Lewis assured Aldersperson Dugan that the deteriorating façade was not due to neglect, and that they had taken steps to find out why the façade had failed, concluding that the brick was not properly placed.

Mr. McDonald noted that the building had been power washed and repainted 20 years ago; adding that they saw the bottom was not brick, but cement blocks. Ms. McDonald-Lewis added that they could instead choose a stucco color to match the brick. Mr. McDonald went on to summarize the different colors and materials on the exterior and interior of the building. He felt there was no historical significance other than the second floor of the building and Ms. McDonald-Lewis reiterated that the building did not hold heat during the winter and that there was water damage between the wood structure and brick veneer. She also stated that the structure was too high for brick which was a reason for the brick façade failure. Lastly, Ms. McDonald-Lewis requested stucco and proper insulation that would adhere to the wood structure as it warrants for 15 years.

Chairperson Beveridge noted that brick can be maintained for hundreds of years. Commissioner Siebert agreed, as well as stating that brick can be engineered to stay attached.

Ms. McDonald-Lewis stated that it would be an additional \$25,000 for brick and stressed she would rather keep her business open and employees paid than pay for brick. She noted that the total cost would be about \$45,000 for a non-high-end brick.

Mr. McDonald addressed the surface materials of the surrounding buildings to which Ms. McDonald-Lewis reiterated that stucco would flow with the surrounding buildings. She goes on to ask for clarification on the windows.

Associate Planner Kearns explained that the original window openings seemed to have been made smaller.

Ms. McDonald-Lewis disagreed and explained that windows had not been made smaller.

Associate Planner Kearns explained that design guidelines state a window should never be filled in and/or made smaller. He pointed out three window locations on the east façade where window openings appear to be smaller or covered with the new façade material.

Mr. McDonald commented that they changed the windows.

Associate Planner Kearns reiterated that windows should never be bricked in or have their opening shrunk, and the full height of the window should be maintained.

Ms. McDonald-Lewis and Mr. McDonald stressed that they did not shrink any windows and that there were no longer any boards over them.

Mr. McDonald voiced his concern in making the building consistent when there were already four different surfaces on the building, some dramatic, some minor.

Associate Planner Kearns requested the commission's thoughts on installing a brick face rather than a full brick on the exterior as it may allow for an inch of insulation while maintaining the original aesthetic of brick. He noted that the material has been approved in the past and could act as a compromise on the project, as well as potentially savings in cost. He recommended that Ms. McDonald-Lewis and Mr. McDonald speak to a mason to discuss the feasibility of installing a brick face.

Chairperson Beveridge went into detail about having a brick face installed and stressed that the commission would work with them as much as possible as the commission was aware of the financial implications of the project.

Motion by Commissioner Siebert to approve the request from AJ Filtz, representing McDonald Title, for design review approval to perform exterior facade improvements at 1059 Clark Street (Parcel ID 2408-32-2020-01) with the following conditions:

1. All architectural masonry design features, such as window headers; and openings shall be maintained or restored.
2. Rounded window and door headers matching the original shall be incorporated into the design.
3. All window and door openings must remain open and shall be prohibited from being permanently filled-in.
4. Brick (full or veneer) closely matching the original in color, texture, and mortar shall be installed along the east façade. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM).

5. **Building codes and zoning ordinance requirements shall be met.**

6. **All applicable building permits shall be obtained.**

seconded by Alderperson Ryan.

Motion carried 4-0.

3. Request from BriMark Builders, representing Cobblestone Hotels, for design review approval to construct a hotel on the **lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70).**

Associate Planner Kearns summarized that BriMark Builders was requesting to construct a 4-story hotel in the B3-Central Business District between Shopko and Great Lakes Loan Services on a small development pad, and that the hotel would also require a conditional use permit which the Plan Commission had recommend for approval. He noted that a parking area was not required and that the site would utilize surrounding public parking lots. Exterior materials recommended were brick, stone veneer, and EIFS. He reminded the committee that there were different guideline requirements for new construction compared to existing buildings: modern materials should be similar in quality within the district. Associate Planner Kearns also explained how the hotel would fit in with the downtown area by referencing surrounding buildings, as well as meeting several items outlined in the report. Lastly, he noted that Plan Commission had recommended additional landscaping on the west side of the site where the walkway connected the downtown to the north.

Director Ostrowski explained that the sidewalk on the west side of the building between Great Lakes Loan Services and the hotel would be kept all the way up to Centerpoint Drive and back down to the Children's Museum, keeping the view shed from Centerpoint in case there was a development on the property to the north.

Commissioner Siebert asked for clarification on the main entryway location.

Director Ostrowski and Associate Planner Kearns confirmed the entryway would be on the east side, just off of Strongs Avenue.

Associate Planner Kearns added that masonry would be on two-thirds of the building and that an exterior insulation finishing system (EIFS) would come into play above the second story.

Commissioner Seibert questioned the use of EIFS and if there was an engineering reason in using it.

Brian Wogernese, representing Cobblestone Hotels, explained the use of EIFS is more of a design choice in order to visually break up the brick of the building.

Associate Planner Kearns added that the approval included signage. Signage would be placed on all four façades, with the potential of a fifth sign for the restaurant at the north side of building. He referenced Chapter 25 (Sign Ordinance) where it states the signable area must be between the first floor and second floor. He made sure to note that the guidelines were created primarily for Main Street businesses, and that it didn't consider a project as large as Cobblestone Hotel. Overall he stated the signage was fitting and appropriate at the 4-story height and recommended approval with staff recommendations.

Director Ostrowski clarified that Plan commission has approved the building and sign variance.

Alderperson Ryan asked if there were different materials between the EFIS and concrete.

Associate Planner Kearns confirmed there would be an EFIS band separating the material.

Commissioner Baldischwiler expressed concern about parking.

Associate Planner Kearns confirmed there would be 7-8 stalls on site, but the majority of parking would be in surrounding public lots.

Commissioner Baldischwiler asked if there would be any controlled walkways.

Associate Planner Kearns and Director Ostrowski commented on the existing pedestrian walkways that would be available.

Alderperson Dugan (Eighth District) stated she sees the hotel as an excellent addition to the community, but expressed concerns on the height of the proposed development. She went on to reference surrounding building heights that were met with local opposition and felt a three-story hotel would better compliment the area. Lastly, she stated she felt the north side of the hotel design was bare, but understood there would be a restaurant in that area, and questioned the possibility of getting more windows.

Brian Wogernese, representing Cobblestone Hotels, confirmed that the bare area of the hotel side would be a part of restaurant and adding windows would change the makeup of the building. He also explained that a three-story building wouldn't work out financially.

Commissioner Siebert asked if there were ways to fake a window.

Brian Wogernese said they were not sure if they could fake a window, but would be open to exploring that option as long as it did not become cost prohibited.

Motion by Alderperson Ryan to approve the request from BriMark Builders, representing Cobblestone Hotels, for design review approval to construct a hotel on the lot south of Centerpoint Drive, north of Main Street and between Strongs Avenue and Third Street (Parcel ID 2408-32-2029-70) with the following conditions:

1. EIFS shall be permitted to exist as shown on the attached plans and shall not be located below the third story.
2. The chairperson and designated agent shall have the authority to review and approve minor changes to the project and building design.
3. Building codes and zoning ordinance requirements shall be met.
4. All applicable building permits shall be obtained.
5. The chairperson and designated agent shall have the authority to review and approve minor modifications to the building design and architecture.

seconded by Commissioner Baldischwiler.

Motion carried 4-0.

4. Request Gregg Gokey, representing Penguin Properties, for design review approval to perform exterior facade improvements which includes the installation of windows, doors, vinyl trim, railings, and masonry repairs, at **1324 Centerpoint Drive (Parcel ID 2408-32-2031-37)**.

Associate Planner Kearns began the summary by noting an error on page 31/40. He explained the applicant has requested to perform exterior work along Centerpoint Drive on a building that was constructed in 1977. Given the construction date and features, he noted that the building may be defined as a noncontributing building in the design district, but that the guidelines would still apply. He summarized the request for new windows, doors, vinyl siding and masonry work. Associate Planner Kearns also mentioned that a few details were missing in regards to the type of windows being proposed. Staff recommended wood windows as they would have most likely existed originally as well as wood siding instead of vinyl, and recommend approval with the conditions outlined in the staff report.

Gregg Gokey (1324 Centerpoint Dr) reported that they had looked into the cost of complete replacement of the handrails which was not financially feasible. He was looking for approval to fix and replace without making major changes, but was having a hard time finding a mason. Mr. Gokey was also concerned that the accessibility ramp essentially could not be used.

Talin Senner (1324 Centerpoint Dr) explained that the windows being requested would be vinyl. He noted the yellow fascia that was visible at the front of the windows were some sort of composite material and the outline around the windows were all painted wood. He was especially concerned about the constant flow of water coming off their roof and leading to continuous water penetration. He wants to wrap the entire bump out window box to mitigate the water. They have chosen to wrap the entire bump out window box with cedar look-a-like vinyl shakes to mitigate the water. He explained further that their current windows were wood wrapped in aluminum clad that had not been maintained. His concerns were the amount of water and moisture getting inside the soffit, and the drywall becoming deteriorated.

Mr. Gokey stated that they would prefer not to do an aluminum wrap around the windows.

Mr. Senner mentioned that they would like to match the surrounding homes as much as possible in terms of aesthetics while fixing the water penetration issue. He noted that the existing door had to be replaced as the locking mechanism was destroyed which prevented the door from locking.

Associate Planner Kearns asked if they would be willing to maintain the moulding around the door if they installed any glass.

Mr. Senner confirmed that they would maintain the moulding if any new glass was installed. He also gave a brief summary of when the building was originally located at 1100 Union Street until it was moved in 1983 to its current location.

Mr. Gokey mentioned that in addition to these requests, they were also looking to mimic the landscaping that was recently done at Shopko.

Motion by Commissioner Siebert to approve the request of Gregg Gokey, representing Penguin Properties for design review approval to perform exterior facade improvements which includes

the installation of windows, doors, vinyl trim, railings, and masonry repairs, at 1324 Centerpoint Drive (Parcel ID 2408-32-2031-37) with staff recommendations.

Motion failed for lack of a second.

Mr. Senner asked for confirmation on the staff recommendations and if it included maintaining the wood windows and aluminum cladding.

Associate Planner Kearns confirmed that they would be able to install new windows, but the recommendation was for wood windows rather than vinyl windows.

Mr. Senner asked for further clarification on window replacement in terms of keeping a three-pane windows or replacing with a one pane window.

Associate Planner Kearns confirmed that his recommendation was to replace windows as they were: a three-pane window for three-pane window.

Mr. Senner was concerned that they would not be mitigating water issues as wood had caused the water damage thus far.

Associate Planner Kearns asked for clarification regarding the wood exterior or the wood windows themselves to which Mr. Senner confirmed that he meant both the wood exterior and wood windows.

Chairperson Beveridge asked if the water penetration was from the water coming off the roof.

Mr. Senner explained that water would drip and run straight onto the windows due to a metal roof and small drip edge. He also mentioned that interior drywall had been water damaged. Furthermore, Mr. Senner confirmed that the drip edge was not long enough and rain continued to run over and down onto the windows. He would prefer not to install rain gutters and had several contractors give the same recommendation that they need to seal the entire window. Lastly, he explained that the windows originally opened, but had to be sealed shut with glue and silicone.

Commissioner Siebert stated that the water hitting the windows would still be a problem even with vinyl.

Mr. Senner agreed that water would still hit the windows, but mentioned that the seal would be better. He did not want to go through the expense of replacing all the windows without making sure they weren't sealed properly.

Director Ostrowski asked if the windows were original to the 1979 construction.

Mr. Senner stated that the windows looked recently replaced, but that they did not mitigate water issues.

Commissioner Siebert questioned if there was another way to run the water off.

Mr. Senner and Tyler Feirtag reiterated that the roof is half way down the window which allows water to come down the side as well.

Director Ostrowski questioned what would be vinyl wrapped.

Mr. Senner explained that they would wrap each side of the window box, as well as placing a channel along each edge and on the front of the box as well as to have the whole thing be sealed against water penetration.

Commissioner Siebert questioned why they could not do the same with aluminum clad windows.

Mr. Senner commented that they currently had aluminum around wood, and water still had penetrated even after sealing every window with silicone.

Commissioner Siebert asked for clarification between a vinyl over wood wrap, and an all vinyl wrap.

Talin Senner reiterated that they would do a white frame vinyl picture window to match the surrounding homes, as well as have the whole window box wrapped in a cedar vinyl shake.

Chairperson Beveridge referenced the Cape Code housing with a similar overhang that did not leak.

Aldersperson Ryan suggested the windows may not have been installed properly.

Mr. Senner mentioned that there may be damaged drywall on the west side that has not been uncovered yet.

Aldersperson Ryan recommended the possibility of installing a three-pane window that does not open. He noted that it would maintain the aesthetics of the building while providing a tight seal unless they wanted the ability to open the windows.

Mr. Senner saw no reason to open the windows.

Chairperson Beveridge questioned if all windows were currently sealed.

Mr. Senner could not give a confirmation as only some windows have been wrapped in aluminum or sealed with glue and he has not attempted to open all the windows.

Commissioner Sierbert questioned if using aluminum instead of vinyl would really solve the problem as they would be sealed windows.

Mr. Senner reiterated that he would rather not have the windows open and that their main goal would be to seal them properly if they have to replace 18 windows. He wants to avoid replacing the windows in a couple years if water continues to penetrate.

Associate Planner Kearns briefly summarized a previous project where there were vinyl window inserts but the exterior moulding was wood. He mentioned the interior could not be seen from the exterior because the original moulding and trims were restored and reutilized.

Mr. Senner questioned if the window could be vinyl in order to obtain the seal, but still have the aluminum cladding on the exterior.

Director Ostrowski voiced his concern in having sealed windows on the property in case a new buyer comes along and decides they want operating windows. Completely sealing the windows may pose future implications in re-selling the property. That being said, he understood the implications of needing sealed windows with rain constantly hitting the building given how the window boxes were designed. While vinyl is not recommended, he's not sure if the water penetration can be fixed with wood, but would also prefer functioning windows.

Associate Planner Kearns reiterated his point of the possibility of the building being considered noncontributing due to its aesthetics prior to its most recent renovations, and therefore less significant.

Commissioner Sierbert affirmed that vinyl windows still had to be sealed to the building.

Director Ostrowski confirmed that while they did need to be sealed, the seal would be better. He understands that vinyl is not historically accurate.

Aldersperson Dugan (Eighth District) shares a similar concern regarding older wooden windows on her home.

Mr. Gokey agreed that older windows needed maintenance, but that the roof was causing different water issues.

Mr. Senner stated that they preferred not keep the green color of trim. They wished to change to white vinyl wrapped windows to match the surrounding homes and change the green to a muted Auburn Red to match the vinyl cedar shakes.

Chairperson Beveridge asked for clarification on what the yellow and green wood would be replaced with.

Mr. Senner confirmed that the whole window box would be wrapped in cedar shakes, side-to-side.

Director Ostrowski asked if there would be a corner piece to which Mr. Senner confirmed.

Chairperson Beveridge questioned how operable the current windows were.

Mr. Gokey confirmed that there was no real consistency with which windows were operable as some windows were sealed, and some not, in different locations.

Motion by Aldersperson Ryan to approve the request of Gregg Gokey, representing Penguin Properties, for design review approval to perform exterior facade improvements which includes the installation of windows, doors, vinyl trim, railings, and masonry repairs, at 1324 Centerpoint Drive (Parcel ID 2408-32-2031-37) with the following conditions:

1. Operable windows matching the original in design, and size shall be installed.
2. Decorative moulding and trim around doors shall remain.
3. The applicant shall provide further details regarding window and doors to be approved by the chairperson and designated agent.
4. Windows shall be allowed to be constructed of vinyl.
5. Window and door trim shall match in color and material.
6. Type N mortar shall be used as defined by the American Society for Testing and Materials (ASTM), matching in color and texture to the original mortar.
7. Brick matching the original in size and color shall be installed if necessary under the walkways.

8. The existing railings shall be repaired and restored, however, if they are beyond repair, a new metal railing matching the original design shall be installed which shall be reviewed and approved by the chairperson and designated agent.
9. Vinyl cedar siding as proposed shall be allowed to be installed around the window boxes.
10. Building codes and zoning ordinance requirements shall be met.
11. All applicable building permits shall be obtained.

seconded by Commissioner Baldischwiler.

Motion carried 3-1, with Commissioner Seibert voting in the negative.

5. Adjourn.

Meeting adjourned at 5:54 PM.

Attachment - Pertaining to
Agenda Item 2 - Email

From: [Sally McDonald](#)
To: [Kyle Kearns](#); [Ximena Christianson](#); [Jim Zepp](#); smcdonald@mcddtitle.com
Subject: McDonald Title "East Wall" 1059 Clark Street
Date: Friday, July 1, 2016 12:35:33 PM
Attachments: [SKMBT_C224e16070110100.pdf](#)

Gentlemen;

Please find attached the engineer's "Technical Memorandum" that we have used to determine the best structural and aesthetic renovation to our building. Meeting scheduled for July 6, 2016.

Samples of the Stucco arrived today. I will provide a few samples at the meeting. Or in advance if you want them dropped off somewhere? It isn't really fair to view them inside a building without viewing outside, at our building, with it's surrounding structures. Also, the coordination of colors to the mural, which is the main focus of that wall. Our selection of materials takes into account structural soundness, insulation and the causation of brick failing on our two story structure, as well as the absolute improvement of the aesthetics pronouncing and preserving history.

As an aside, we had numerous people in the public inquiring as to the mural. "Windows to the Past". Clients, professionals and members of the public that we shared our plans to apply stucco of an "almond" or "moonstone" color was met with lots of compliments. Builders, realtors, architects and colleagues reacted very positively. One said, "that would really make the building "pop" as well as accentuate the mural, and complement the adjoining building, as well as flow with the downtown scattering of finishes". Trying to "match" a color such as the orange-like paint on the painted cement would be like wearing red pants with an orange shirt.

Speaking of windows, the boarded up windows was only during removal of brick to protect them, as was true of your sidewalk (covered with plywood to prevent cracking). I don't understand your statement that we planned on making a first floor window smaller? We have no such plans.

Thank you,

Sally McDonald



Technical Memorandum

Date: May 16, 2016
To: Jim Gould - United Fire and Casualty Insurance Company (United Fire and Casualty)
From: Tom G. Peterson, P.E. - Pie Consulting & Engineering (Pie)
Subject: Claim #482005970: McDonald Title and Law - MN716056.00 (000)

Dear Mr. Gould:

In accordance with your request on behalf of United Fire and Casualty on April 28, 2016, Pie observed the site and reviewed information on the above-noted claim. The purpose and scope of the investigation was as follows:

- A. Review background information related to the claim.
- B. Travel to and from the site in Stevens Point, Wisconsin.
- C. Observe exterior brick veneer walls at commercial building to determine cause of the existing condition.
- D. Provide verbal feedback to client regarding engineering opinions of damage and repair options if required.
- E. Upon request, Pie will provide an engineering report summarizing observations, opinions and recommendations.

Background information regarding the claim is as follows:

- A. The property under review is a business establishment located in downtown Stevens Point, Wisconsin at the corner of Ellis and Clark streets. The exact address is 1059 Clark Street. For the purpose of this report, the building faces to the north.
- B. Based on information provided, the original structure was built in the early 1900's and the insured has owned the building since 1967.
- C. According to the insured, recent building modifications have included new windows on the second floor level on the east side of the building and the installation of a new roofing system. Based on information available, these activities have occurred within the past two (2) years.
- D. During the spring of 2016, the insured observed separation of the brick from the exterior wall at the windows on the east side of the building and a significant leaning of the brick veneer panel away from the exterior wall on that same side.

CORPORATE HEADQUARTERS

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www.pieglobal.com

Colorado · Minnesota · Texas · Florida · Arizona · Tennessee · Wyoming

- E. Although no specific cause is identified, the insured claims damage to the building related to the condition of the brick and a structural evaluation of the existing wall system is requested.
- F. Pie was subsequently retained by United Fire and Casualty to investigate this matter.

On Tuesday, May 3, 2016, Pie visited the property, met with the insured and Jim Gould of United Fire and Casualty and observed the following:

- A. The building has a split-level entry with a total of three (3) floors of space utilized as a law and property title office with storage and living quarters on the upper level.
- B. The exterior of the structure is brick masonry walls on the north, west and east sides, except for the rear 10-feet of the building at the west end, which is constructed of concrete block.
- C. A similarly constructed structure abuts the insured's building on the south side and a building to the west is separated from the insured's building by an alley approximately 10-feet in width.
- D. The area of sidewalk on the east side of the property is cordoned off with hazard cones and caution tape.
- E. The approximate dimensions of the building are 24-feet wide along Clark Street by 68-feet deep along Ellis Street.
- F. The front elevation of the building is approximately 28-feet above the sidewalk with the roof sloping down from the front (north) to the rear (south).
- G. As viewed from the east side along Ellis Street, the second floor has a series of five (5) windows spaced along its length, which includes the new window installations identified by the insured.
- H. A brick chimney is located at the east exterior wall approximately 40-feet from the front building corner. There is considerable discoloration of the east brick wall directly below the chimney for nearly its full height. The discoloration is accompanied by deterioration of the brick surface and the masonry joints. The balance of the brick on this wall exhibits only minor discoloration.
- I. As viewed from the sidewalk on the east side of the structure, the brick is noticeably out of alignment in the vertical plane.
- J. The roof was accessed for observation:
 - 1. The existing roof is a 0.45 mil EPDM mechanically attached membrane system provided by Carlisle. The roof is in good condition and, as mentioned above, was installed within the past two (2) years based on information provided by the insured.
 - 2. The roof slopes down toward the rear (south) and then to the southwest corner at a rate sufficient to promote adequate drainage.
 - 3. There are multiple penetrations of the roof membrane including the previously mentioned chimney at the east wall:
 - a. The chimney is constructed of brick and cementitious mortar.

concrete block

— now gone

- b. The chimney has no cover or rain shield to protect from moisture infiltration.
- c. Based on observation, the chimney is vacated or utilized only as a chase for mechanical/electrical systems.
- d. One of the roof vents with cover is exhibiting severe corrosion as evidence of long term exposure to the elements and a lack of maintenance.

} gone
 } replaced

K. The second floor was accessed for observation:

- 1. The windows were opened to observe the reported separation of the brick:
 - a. Cracking and separation of the brick from the building frame were evident at all window sills and jambs. The separation varied from hairline to a maximum of 2.5-inches. The interior portion of the sills and jambs are constructed of wood framing in poor condition for the older windows and aluminum framing for the newer installations.
 - b. Deformation of the brick veneer panel is evident as bulging of the system outward. It is most prominent near the second floor elevation which is approximately the mid-height of the structure.
 - c. Based on limited access and visibility at the window locations only, the building wall structure is expected to be wood framing with the brick acting only as an aesthetic veneer.
 - d. Horizontal metal tabs were observed to be fastened to the wood wall system, but those that could be observed were not engaged with the brick veneer. It is expected that these tabs remain from the original system of ties that were embedded in the brick mortar joints and served to provide horizontal support for the veneer.
 - e. The metal tabs that could be observed exhibited signs of severe corrosion.
 - f. No horizontal brick ledger element along the length of the wall and near the second floor elevation was observed as would be expected in typical multi-story brick veneer construction. This feature is normally included, even in historic structures, to provide vertical and lateral support for the brick and allow for movements of the veneer system due to temperature and moisture fluctuations.
- 2. The interior space of the second floor was observed and exhibited no signs of moisture intrusion or damage to ceiling, wall or floor finishes.

tabs
 to hold
 brick
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 exterior
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L. The first floor and lower level were accessed for review of the general condition of the space and finishes. No evidence of moisture intrusion or damage to ceiling, wall or floor finishes was observed.

Based on review of the information provided and on our site observations, the following analysis is provided:

- A. The basics of building with brick veneer have remained fairly constant through decades of construction for single and multi-story buildings due to continued success. All buildings incorporating a brick veneer façade must account for the effects of two

potentially damaging factors. Although consideration must be given to all environmental conditions, the specific effects of moisture migration and temperature fluctuations must be addressed in materials and methods. Traditional veneer construction involves the following items:

1. A structural building shell for support of floors and roofs that does not rely on the brick for vertical support of building loads.
 2. A weather resistive barrier over the sheathing and air gap or insulation between the building shell and the brick veneer to provide temperature conditioning and to allow for movement of moisture through the system to a place of exit.
 3. Some form of horizontal anchorage of the brick veneer to the structural building shell. This provides lateral support for the brick.
 4. A continuous structural element at regular intervals for the height of the building to provide vertical support for the brick veneer. This element is generally provided at each building floor elevation. Brick veneer is not designed as a material that is capable of spanning multiple floor heights without appropriate horizontal and vertical support.
 5. An expansion joint at approximately each floor elevation to allow for expansion of the brick veneer panels due to moisture and temperature changes. The location of the expansion joint usually corresponds with the location of the horizontal support element. It should be noted that there is a difference in the performance of clay brick and concrete brick. It is expected that the veneer on this project is a clay brick product, but most of the means and methods mentioned here apply to both types.
 6. A system of flashings at the top of veneer walls, changes in plane, and around openings to prevent moisture ingress behind the veneer and into the wall cavity.
 7. A system of internal thru-wall flashings that span from the sheathing to the exterior face of the veneer providing an exit path for unwanted and damaging moisture that enters the system. Thru-wall flashings are generally provided at horizontal interruptions such as brick support angles, lintels, as well as the base of the wall.
- B. Based on site observations, the current installation of the brick veneer system does not include:
1. Effective horizontal anchorage of the brick veneer to the building shell.
 2. Vertical support for the brick veneer at any location other than the foundation.
 3. Allowance for expansion of the brick due to temperature variations.
 4. Effective exterior flashings and thru-wall flashings to prevent bulk water from entering the cavity and/or to channel the water away from the sheathing and to the veneer exterior.
- C. It is expected that the primary deficiency in the current veneer system on the east wall involves the loss of horizontal support from the building shell framework to the brick veneer panel, due to the deterioration of the metal tie elements. The deterioration of the
- Brick's failures

metal tie system is attributed to long-term corrosive effects of uncontrolled moisture migration into the wall cavity.

Based on review of the available information, the following is concluded:

- A. It is Pie's determination, based on a reasonable degree of engineering certainty that the loss of an effective horizontal veneer tie system is primarily causal to the current detached and deformed condition of the brick panel on the east wall. Although the original construction appears to have included a system of horizontal veneer ties that was likely standard for that era, the effects of uncontrolled bulk moisture entering the wall system over the life of the structure have severely corroded the ties to the point that those observed no longer engage the brick as required for stability of the veneer.
- B. It is expected that moisture has entered the wall cavity system by various means over the life of the structure. Due to the recent re-roofing, it cannot be known for certain the condition of the roof immediately prior to that effort, but the observed corrosion of the vent noted above provides some insight into the likelihood that a leaking roof system existed. Additional possibilities for entrance of unwanted moisture into wall cavity include:
1. The perimeter coping cap.
 2. Wall parapet flashing.
 3. Open chimney stack and base flashing.
 4. Brick mortar joint cracks and unsealed exterior finish.

Once moisture has entered the system, its detrimental effects can be substantially negated by providing a system of exit via thru-wall flashings. However, no such system was observed at this installation.

- C. Secondary factors affecting the current brick veneer condition include the lack of horizontal structural support at any elevation other than the foundation and the lack of a provision for expansion of the brick material due to moisture and temperature fluctuations.
- D. It is further determined that no single occurrence or sudden event, such as a storm with high winds or driving rains are responsible for the condition of the brick veneer. Rather, the condition is expected to be the result of long-term deterioration of the metal tie system.

Based on review of the available information, the following recommendations are provided:

- A. The brick veneer on the east wall no longer functions as intended and requires repair. It is expected that the veneer may be removed without affecting the structural integrity of the building shell, but this requires verification by a licensed professional engineer.
- B. Any and all demolition activity and reconstruction must be performed by a licensed contractor experienced in this type of work and must be completed under the direction of a professional engineer licensed in the State of Wisconsin.

The determinations and results described in this memorandum are based on information available at the time of the observation and preparation of this memorandum. Should additional information or unknown conditions be uncovered or made available, Pie Consulting & Engineering retains the right to revise and supplement this memorandum accordingly.

Sincerely,

Pie Consulting & Engineering



Observed by,
Tom G. Peterson, P.E.
Senior Forensic Engineer



Tom G. Peterson
May 16 2016 2:59 PM
eSign

TGP:BDE:mp

Attachments: Picture Pages

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Northeast building elevation.



East exterior wall.



Roof facing north.



Roof facing south.



Second floor windows with brick veneer separation.



Second floor window with brick veneer separation at sill and jambs.



Separation of brick veneer from window at exterior wall.



Wood exterior wall with corroded metal tie not engaged with brick veneer.

FINANCE COMMITTEE
AUGUST 8, 2016 AT 6:24 P.M.
LINCOLN CENTER – 1519 WATER STREET

PRESENT: Ald. Phillips, Doxtator, Kneebone, Shorr and Dugan

ALSO

PRESENT: Mayor Wiza; C/T Ladick; City Attorney Beveridge; Clerk Moe; Directors Ostrowski, Lemke, Schatschneider; Ald. Slowinski, Morrow, Ryan, McComb, Oberstadt, Johnson; Fire Chief Finn; PD Sergeant Piotrowski; Neil Prendergast; Elizabeth Cecil; Nate Enwald.

ITEM #1 – PRESENTATION OF LONG-TERM CAPITAL ANALYSIS.

C/T Ladick presented the attached Powerpoint on an analysis that was done on City capital needs. He explained that every capital asset was inventoried, along with the replacement costs and useful lives, in order to estimate how big the capital budget needs to be just to keep our current assets in good condition. The results of that analysis indicate that the current \$3.9 million capital budget is not sufficient, and that it needs to grow to around \$5.5 million.

Ald. Shorr asked if we ran across any categories where there is really aggressive inflation.

C/T Ladick stated that one area was the cost of firetrucks, partly because of new features.

Director Schatschneider added that in terms of roads and streets, everything that we do involves oil, so changes in the price of oil have a big effect on street construction expenses.

Ald. Johnson asked if the chipsealing figures included activities such as crack filing.

Director Schatschneider replied that crack filing is paid for in the operating budget, so was not included in the chipsealing figures.

Ald. Slowinski asked where we are at in terms of a pavement quality rating.

Director Schatschneider replied that we have what is called a Paser rating to score the condition of our roads, on a scale of 0-10 with 10 being the best. He said right now our average is below 6, so we do have some roads that are in poor condition.

Ald. Slowinski asked about new technology related to utilities, and if new technology can increase the life cycle of utilities beyond 90 years.

Director Lemke stated that they are able to put a lining into pipes to extend their useful lives, but that it does end up quilting the road up as spots are dug up at every intersection, so while it does have benefits to the utilities it has some detriments to the streets, which is why the Utilities and Department of Public Works try to coordinate work as much as possible.

Ald. McComb stated that with the expense of traffic signals, roundabouts should be considered. She also stated that some communities charge a wheel tax to pay for roads, and was wondering if that has ever been considered.

Ald. Dugan suggested that a wheel tax may be a good way to collect money for roads from motorists who reside outside of the City.

C/T Ladick explained that with a wheel tax an additional fee is added on to vehicle registrations for people residing within the City of Stevens Point, but the fee would not be collected from people who live outside of the City.

Ald. Phillips suggested that anyone with additional questions or ideas should contact C/T Ladick to discuss them.

C/T Ladick summarized the key takeaways of the presentation, stating that our current capital budget is not sufficient long term, and that we need to minimize our capital assets as they all need to be replaced at some point. He also mentioned that, considering the large investment that we have in our assets and infrastructure, we need to do everything we can to protect our assets and get them to last as long as possible. He shared a few other thoughts, including that any additional assets beyond routine replacements need to be added to the spreadsheet, which would adjust the tax rate. He concluded by stating that a decision on the size of our future capital budgets will need to be made by January of 2017, as it will affect the debt payment structure of the 2017 borrowing.

Ald. Slowinski asked how two large projects, the grade separation and Business 51, will affect the plan.

Mayor Wiza stated that the grade separation does have an affect on next year's capital budget, which is why we tried to get as much done as possible with the 2016 capital budget, knowing that it would be difficult in 2017.

C/T Ladick stated that while the overall cost for the grade separation is pretty high, we are using jurisdictional transfer dollars that we have saved, as well as grant, which covers a large portion of the costs.

Ald. Dugan stated that she would like to see a similar presentation from Public Works and Utilities focusing specifically on the infrastructure capital projects.

C/T Ladick replied that he will ask them to do that, as he wants everyone to get the information that they need.

Mayor Wiza stated that people should also reach out to department heads and staff with any questions.

ITEM #2 – ELECTION OF VICE-CHAIRPERSON.

Ald. Kneebone nominated Ald. Doxtator to be the Vice-Chair.

Ald. Phillips called for any other nominations. No other nominations were made.

Motion made by Ald. Kneebone, seconded by Ald. Dugan, to cast a unanimous ballot for Ald. Doxtator as Vice-Chair.

Ayes: All Nays: None Motion carried.

ITEM #3 – HIRING A REALTOR TO FIND A TENANT FOR THE PROPERTY AT 933 MICHIGAN AVE. (FORMER MSTC BUILDING).

C/T Ladick stated that Director Ostrowski reached out to several realtors for marketing the former MSTC building, and that the Director is recommending Ward Wolff.

Director Ostrowski stated that the real estate listing contract would be 6% of the lease for the first 5 years. He said that there will be exclusions for any potential tenants that the City has already had discussions with.

Ald. Shorr asked if there is anything else in the contract that should be highlighted.

Director Ostrowski said that it is a 6 month contract.

Ald. Phillips asked Ward Wolff if he had anything to say.

Ward Wolff said that he has been in real estate for 37 years, and that he is looking forward to getting the building leased out.

Ald. Shorr stated that he knows that there are a lot of options on the table, and that he is eager to get a sense of what the space needs group has learned, as he is getting a lot of inquiries from constituents.

Motion made by Ald. Shorr, seconded by Ald. Doxtator, to hire Ward Wolff.

Ayes: All Nays: None Motion carried.

ITEM #4 – AUTHORIZATION TO APPLY FOR WISCONSIN STATE HISTORICAL SOCIETY CERTIFIED LOCAL GOVERNMENT SUBGRANT FUNDS TO NOMINATE HISTORIC DISTRICTS TO THE NATIONAL REGISTER OF HISTORIC PLACES.

Director Ostrowski stated that a historical survey was taken in 2011 to identify historical properties and districts. We are now looking to nominate those to the historic register. The state provides a grant of up to \$25,000 to do this, and he estimates the cost will be about \$28,000, leaving about \$3000 for the City to cover.

Ald. Doxtator asked why Sunset Fork is a potential historic district.

Director Ostrowski replied that it is due to the nature of a cluster of homes in that area.

Ald. Doxtator indicated that because he lives in one of the historic districts, he will be abstaining.

Neil Prendergast said that he lives in a historic district, and is also a member of the State Historic Preservation Review Board. He said that the state and national registers do not limit property rights. He also said that the tax credits right now for historic prop provide a 40% tax credit, which brings tax money back to our community. He said that if the City spends \$3000 to do this, it will probably be the best money the City spends this year.

Motion made by Ald. Kneebone, seconded by Ald. Shorr, to authorize City staff to apply for the grant.

Ayes: Ald. Kneebone, Shorr, Phillips, and Dugan Nays: None Abstain: Doxtator Motion carried.

ITEM #5 – APPROVAL OF PAYMENT OF CLAIMS.

Motion made by Ald. Doxtator, seconded by Ald. Dugan, to approve the payment of claims in the amount of \$1,356,102.33.

Ayes: All Nays: None Motion carried

Adjournment at 7:27 P.M.

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, August 8, 2016
Lincoln Center – 1519 Water Street
Stevens Point, WI 54481

MINUTES

PRESENT: Mayor Mike Wiza, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** Garrett Ryan(3rd), Heidi Oberstadt(4th), Jeremy Slowinski(6th), Mary Kneebone(7th) and Mary McComb(9th).

ALSO PRESENT:

DIRECTORS: Michael Ostrowski – Community Development and Joel Lemke – Public Utilities and Transportation.

ALDERPERSONS: George Doxtator(1st), David Shorr(2nd), Meleesa Johnson(5th), Cathy Dugan(8th), Mike Phillips(10th) and Shaun Morrow(11th).

CITY STAFF MEMBERS: City Attorney Andrew Beveridge, City Clerk John Moe, Fire Chief Bob Finn, Police Chief Martin Skibba, Personnel Specialist Lisa Jakusz, Transit Driver Bobbie Marvin and Streets Department Staff Kevin Ruehl.

OTHERS: Collene Ottum – Portage County Payroll Accountant and Elizabeth Cecil – Rosholt.

Mayor Mike Wiza called the Board of Public Works meeting to order at 7:27 p.m. The meeting was held on Monday, August 8, 2016 at the Lincoln Center located at 1519 Water Street in Stevens Point.

1. Consideration and possible action to accept the Director's Report and place it on file.

Director Schatschneider stated he had nothing to add and open for questions.

Aldersperson Ryan moved to accept the Director's Report and place it on file; seconded by Aldersperson Oberstadt.

Ayes all; nays none; motion carried.

2. Consideration and possible action to reject all the bids for the Washington Terrace Subdivision Sidewalk Project.

Director Schatschneider explained as mentioned in his memo, all the bids were way out of line.

Aldersperson Slowinski moved to reject all bids for the Washington Terrace Subdivision Sidewalk Project; seconded by Aldersperson Kneebone.

Aldersperson Dugan reported that this is in her district and her house is across the way from this subdivision. She stated there is a tremendous amount of construction of homes and wondering if it would be possible to get the sidewalks in yet this year while all the construction is taking place so folks do not have all the noise and such again next year.

Ayes all; nays none; motion carried.

3. Consideration and possible action to award the Worth Court Extension Project to A-1 Excavating, Inc. out of Bloomer, WI in the amount not to exceed \$284,123.72.

Director Schatschneider explained that these bids came in much better and we would like to move forward with this project.

Aldersperson Oberstadt made the motion to award the Worth Court Extension Project to A-1 Excavating in the amount not to exceed \$284,123.72; seconded by Aldersperson Ryan.

Ayes all; nays none; motion carried.

4. ADJOURNMENT: Mayor Mike Wiza adjourned the August 8, 2016 Board of Public Works Meeting at 7:31 p.m.

PERSONNEL COMMITTEE MEETING
Monday, August 8, 2016 – 7:32 p.m.
Lincoln Center ~ 1519 Water Street

PRESENT: Chairman Slowinski; Alderpersons Johnson, Shorr, Morrow, Oberstadt

OTHERS

PRESENT: Mayor Wiza; C/T Ladick; City Attorney Beveridge; Alderperson(s) Ryan, Dugan, Phillips, Kneebone, Doxtator, McComb; Director Lemke; Chief Finn; Sgt. Piotrowski; Kevin Ruehl; Bobbie Marvin; Collene Ottum; Human Resource Manager Jakusz

Chairman Slowinski called the meeting to order.

Discussion and possible action on:

1. Request for new position to accommodate the addition of Paratransit hours starting in 2016.

Alderman Shorr spoke in support of this request as he is a member of the Transportation Commission. He noted that notice has been given that additional Point Plus (paratransit) coverage is necessary to be in compliance with the Federal Regulations.

Motion by Alderman Shorr, second by Alderperson Oberstadt to approve the request for the new position to accommodate the additional paratransit hours in 2016. Ayes all, nays none. Motion carried.

2. Alderperson Johnson moved, Alderman Morrow seconded entering closed session (7:36 p.m.) pursuant to Wisconsin State Statute 19.85(1)(c) [Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises] for:

- a. Anniversary Date Adjustment Grievance ~ AFSCME Local 309 Transit (Grievance T01-2016)

Roll Call: Slowinski, Oberstadt, Johnson, Morrow, Shorr
Ayes all; nays none. Motion carried.

3. Alderman Shorr moved, Alderperson Oberstadt seconded, reconvening into open session (8:12 p.m.) for action on Anniversary Date Adjustment Grievance ~ AFSCME Local 309 Transit (Grievance T01-2016).

Roll Call: Slowinski, Oberstadt, Johnson, Morrow, Shorr
Ayes all; nays none. Motion carried.

Motion by Alderman Slowinski to deny the grievance; Alderman Shorr seconded. Motion carried with a vote of 3 – 2; Johnson and Morrow dissenting.

4. Adjournment – 8:15 p.m.

July 12, 2016
4:00 p.m.

1. **Roll Call:** Commissioners Carlson, Kirschling, Moore, Ostrowski and Wescott

Also Present: Fire Chief Finn, Police Chief Skibba, Alderperson Kneebone, Assistant Chief Davis, Assistant Chief Zenner, Sergeant Bob Kussow, Corporal John Moss, FF/Paramedic Pettis, Comptroller Corey Ladick, Ryan Monaghan, Jake Laack, Brandi – Stevens Point City Times, Lee Ann Spoon – Records Bureau Supervisor

2. **People to be heard and announcements**

Alderperson Kneebone thanked the Police Department for their service to the community.

3. **Process/procedures for reporting personnel policies to the PFC for review**

President Wescott is asking that city policies that affect sworn personnel be sent to the PFC for review as per state statute the PFC is the personnel committee for sworn officers. Gary is suggesting policies get sent to the PFC when they are sent to the alderpersons for review.

4. **Discussion of 2017 operational budgets**

Operational budgets will be distributed from the Treasurer's office approximately August 1st and will be due back at the end of August.

5. **Discussion of 2017 capital budget requests**

A draft copy of the 2017 capital budget was distributed. The Commission was asked to review the draft and forward any comments to the chiefs by the end of July.

This will appear on the August 2nd meeting agenda.

6. Police Chief's Report

Chief Skibba reported:

June:

- Assistant Chief Babl applied for and received a grant to supply each officer with a tourniquet.
- City Space Needs meetings, attended by Chief Skibba (June 14th and June 28th)
- Sergeants' promotion process completed for upcoming vacancies.
- June 3, last day of the regular school year.
- June 3 – 4, Pointer Gold full scale training exercise with PD participation.
- June 4, Walk Wisconsin Green Circle Trail, assisted by Auxiliary.
- June 4, Cops and Bobbers at Bukolt Park, 8A-12P, assisted by Auxiliary and off duty officers.
- June 9 – 11, Special Olympics Torch Run/Bike Ride.
- June 12, Stevens Point Air Show, Stevens Point Municipal Airport, 8A-4P, assisted by Auxiliary and sworn personnel.
- June 13, summer school begins at McKinley, Jefferson and Madison Elementary.
- June 19 – 21, WIPEG Conference attended by Chief Skibba, Succession Planning and Leadership.

July:

- July 1 – 3, Riverfront Rendezvous assisted by Auxiliary and sworn personnel.
- July 3, fourth of July parade, assisted by Auxiliary.
- July 15 – 16, Discover Downtown assisted by Auxiliary.
- July 28, (NCCPA) North Central Chiefs of Police Association meeting, hosted by Stevens Point PD.

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve the Police Chief's report for June 2016.

Ayes, all; nays, none. Motion carried.

7. Fire Chief's report/EMS report

Chief Finn reported:

- Attended dream flight. Ageless aviation gave nine veterans airplane rides in a 1941 Stearman Biplane. We assisted the pilot in getting vets in and out of the plane. Displayed American Flag off front of L-3 at Stevens Point Airport.
- Attended Special Olympics opening ceremonies and lifted American Flag with P-2 during the National Anthem.
- Standby at Stevens Point air show and lifted American Flag at opening ceremonies.
- New large diameter electric hose roller purchased with capital funds.
- Emergency vehicle display at Walk Wisconsin at Pfiffner Park.
- Escorted SPASH girls state softball champions into city.
- Crews met with Miron Construction at site of the new UWSP science building.
- Fire Department safety meeting discussed CVMIC Insurance recommendations to make fire stations safer.
- Ladder testing done on all ground ladders and aerial tested on P-2.
- Explorers Scout meeting held at Johnson Towing and participated in vehicle extrication training.
- Metro fire calls: (5), Total fire calls (43).
- Training: Stihl chainsaw representative provided a two hour maintenance and safety talk; UWSP Pointer Gold Haz-Mat and Mass Casualty two day drill; Fire Investigation (three day conference at the Holiday Inn); live house burn at 245

Green Avenue North (24 personnel attended). We had several different live burn sets and all personnel rotated positions throughout the day. Then we burned the house down at the end of the day. Total training hours: 74.5.

- Public Education: Crime Lab Camp. Captain Baganz taught 13 junior high students about fire investigation; Community Safety Net provided us with 425 fire safety books for distribution, which includes extra 125 books due to a donation of \$1,500 from Canadian National; Senior Safety Talk; P-2 and M-2 Standby at Adventure 212 for kids' obstacle course.
- Fire Inspections: tent inspections for fireworks display and Riverfront. Total inspections: 102.

EMS Activities Report:

- Pointer Gold Haz Mat Exercise: We participated in the Pointer Gold Haz Mat exercise at UWSP. Our goal for this exercise was to work in Incident Command System and provide effective patient accountability with a mass casualty situation.
- Special Olympics: We participated once again in the open ceremonies for Special Olympics.
- UWSP Science Building site review: Miron Construction contacted us about incident preplanning at the new UWSP Science Building construction site during different phases of construction. Once a month each crew will do a walk-through of the site to identify any new hazards or access issues that may arise in the event of an emergency.
- Automatic External Defibrillator Donation: SPFD received a new Automatic External Defibrillator (AED) from AED Superstore to donate to the community for our participation in the CPR challenge. The AED was presented to St. Michael's Foundation CAST fund to be distributed within the community.
- Rapid Response Vehicle: There was a potential of 49 runs in June.
 1. Cancelled en Route: 5 times
 2. Lieutenant not available: 2 times
 3. Staffing not allowed: 0 times
 4. RRU not available: 0 times
 5. RRU responded: 42 times
- Simultaneous Ambulance Requests:
Total number of ambulance requests in June: 354

2 ambulances out:	69	(24.7%)
3 ambulances out:	11	(2.7%)
4 ambulances out:	1	(.28%)
5 ambulances out:	0	

Commissioner Wescott moved, seconded by Commissioner Ostrowski, to approve the Police Chief's report for June 2016.

Ayes, all; nays, none. Motion carried.

8. Approval of Minutes

Commissioner Carlson moved, seconded by Commissioner Moore, to approve the minutes of the June 7, 2016 meeting.

Ayes, all; nays, none. Motion carried.

9. Confirmation of Bills

Commissioner Ostrowski moved, seconded by Commissioner Kirschling, to approve the confirmation of the June 2016 bills.

Ayes, all; nays, none. Motion carried.

10. Adjourn into closed session (approximately 4:30 p.m.) pursuant to Wisconsin State Statute Section 19.85 (1) (c) [considering employment, promotion, compensation or performance evaluation data of any public employee of which the governmental body has jurisdiction or exercises responsibility] for the following:

- (a) Probationary Police Sergeant Interview**
- (b) Probationary firefighter/paramedic interview**
- (c) Probationary firefighter/paramedic applicant interview**

Commissioner Kirschling moved, seconded by Commissioner Carlson to adjourn into closed session.

Ayes, all; nays, none. Motion carried.

11. Reconvene into open session (approximately 5:15 p.m.) for possible action on Agenda Items 10(a), 10(b) and 10(c).

Commissioner Kirschling moved, seconded by Commissioner Moore, to reconvene into open session.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to approve John Moss to the rank of probationary police sergeant effective July 13, 2016.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Kirschling to approve Jake Laack to regular status upon the successful completion of his probationary period on August 3, 2016.

Ayes, all; nays, none. Motion carried.

Commissioner Wescott moved, seconded by Commissioner Carlson, to make a conditional offer of employment to Ryan Monaghan upon the successful completion of all hiring protocols and testing.

Ayes, all; nays, none. Motion carried.

12. Adjournment

The meeting adjourned at 5:37 p.m.

MINUTES
Transportation Commission Meeting
July 14, 2016

Commissioners in attendance: Chairperson Nichole Lysne, Karalyn Peterson, Tom Bertram, Elbert Rackow, Ald. Mary Kneebone, Ald. David Shorr, Fred Hopfensperger

Others present: Brett Buechel, Connor Buechel, Susan Lemke

The meeting was called to order at 5:30 p.m. by Chairperson Nichole Lysne

1. Approval of the June 16, 2016 Transportation Commission minutes.

Elbert Rackow moved to approve the minutes of the June 16, 2016 Transportation Commission meeting as presented. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

2. June 2016 financial report.

Ald. Mary Kneebone moved to approve the June 2016 financial report. Ald. David Shorr seconded. Ayes all; Nays none; Motion carried.

3. Request to apply for 5304 federal funding for a five year Transportation Development Plan.

Transit systems are required to prepare Transportation Development Plans (TDP) every five years. Stevens Point Transit's last Transportation Development Plan was the 2009-2014 plan. Manager Lemke indicated although the current plan has expired she wanted to hold off on the development of a new TDP until the decision is made regarding the consolidated City/County system. She felt it would be advantageous to have a plan in place that includes consolidated program planning if the consolidation comes to fruition. WisDot is encouraging Stevens Point Transit to move forward with a new TDP at this time. Manager Lemke is seeking permission to apply for 5304 federal funding which will pay for 80% of the cost to develop the TDP. Manager Lemke anticipates the total cost of the project will be approximately \$70,000, therefore the local share will be approximately \$14,000.

Elbert Rackow made a motion to move forward with applying for the 5304 funding for a new five year Transportation Development Plan. Tom Bertram seconded. Ayes all; Nays none; Motion carried.

4. 2017-5310 Federal funding grant application.

The Stevens Point Transit Travel Training program is funded through a 5310 federal grant. The grant application is due on August 15, 2016. Manager Lemke presented the budget to the Commission for review and approval. The grant allows in-kind contributions to be used as the local share match. The front advertising space on the fixed route vehicles is used as in-kind for this program. The budget includes: Salary/Benefits-\$73,568; Office Supplies-\$1,000; Phone-\$600; Staff mileage/travel-\$2,500; Marketing-\$3,000. Advertising in-kind used as local share match = \$20,500.

Fred Hopfensperger moved to approve the 2017 – 5310 budget for the Travel Training program. Ald. David Shorr seconded. Ayes all; Nays none; Motion carried.

5. Paratransit service hours.

WisDot recently informed Manager Lemke that Stevens Point Transit's paratransit service hours do not meet current federal regulations. WisDot recommended that SPT increase service hours for the paratransit program. Currently paratransit service pick up times are offered M-F from 6:45 a.m. to 5:30 p.m. year round. The issue occurs when the university is in session and fixed route service is extended to 10:15 p.m. The regulations state that paratransit services must be provided during all hours that fixed route bus service is running. In an effort to comply with the regulations Manager Lemke is proposing that the door to door paratransit service hours be extended to meet compliance.

Manager Lemke feels the extension of service will allow more opportunities for paratransit users. The cost to extend the service for the remainder of 2016 is approximately \$8,778 (local share \$3,753). Based on the semi-annual expenditure reports, the system is operating under budget at this time, therefore funds are available to make the change in service hours.

In regard to the Late Night Transit program, Manager Lemke is recommending a “Comingled Complementary/Fixed Route” service be implemented, which will meet the requirement for paratransit service during late night hours. If a paratransit ride is scheduled during late night hours the closest fixed route bus will deviate from the fixed route to pick up the paratransit rider.

Ald. Shorr moved to expand the paratransit service to assure compliance with current federal regulations by providing paratransit service to match fixed route service hours and to staff and budget accordingly for the remainder of 2016 and beyond. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

6. Accessible parking symbol discussion. (Karalyn Peterson)

Commissioner Karalyn Peterson presented information on a new international symbol of accessibility icon. Although there is currently some debate as to whether or not the icon will be officially adopted, it is allowable for the new symbol to be painted on the asphalt of accessible parking spaces. Commissioner Peterson is employed by Midstate Independent Living Consultants Inc. (MILC). MILC is offering to paint the new accessible symbol, free of charge, to businesses in Stevens Point. If you are interested in learning more about the icon program or would like MILC to paint the new accessibility icon in your accessible parking spaces, please feel free to contact Karalyn at 715-344-4210 or email milc@milc-inc.org

7. Manager’s Report:

✓ **City/County Coordination Update:**

City and County Attorneys are reviewing the draft agreement.

✓ **Tier C funding**

WisDot reported there will be new programs added to the Tier C in 2017. Tier C is the 5311/85.20 program of which Stevens Point Transit is included. WisDot is unable to determine at this time whether the current 57.29% combined funding level will be maintained for 2017.

Elbert Rackow moved to approve the Manager’s report and place it on file. Seconded by Nichole Lysne. Ayes all; Nays none; Motion carried.

8. Next meeting date.

August 17, 2016 – 5:30 p.m.

9. Adjourn.

The meeting was adjourned at 6:40 p.m.

Board of Water and Sewerage Commissioners
Monday, August 8, 2016
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Mae Nachman, Carl Rasmussen, and Ray Schmidt.

ALSO PRESENT: Joel Lemke, Chris Lefebvre, Rob Molski, Mary Klesmith, Jason Draheim and Jaime Zdroik.

EXCUSED ABSENCE: Anna Haines

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ADMINISTRATION

1. Approval of minutes of the July 11, 2016 meeting.

Motion made by Ray Schmidt, seconded by Mae Nachman to approve the minutes of the July 11, 2016 Water & Sewerage Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Discussion and possible action on approval of department claims.

WATER DEPARTMENT

Paul Adamski presented the statement of claims for the Water Utility for July. The balance as of July 1, 2016 was \$4,531,688.95; the bank deposits recorded in July 2016 were \$1,336,554.03. Checks issued July 2016 numbered 50272 through 50359 were in the amount of \$948,661.11. The net balance on hand July 31, 2016 was \$4,919,581.87.

WASTEWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Sewage Treatment Utility for July. The balance as of July 1, 2016 was \$6,373,429.37; the bank deposits recorded in July 2016 were \$578,405.12. Checks issued July 2016 numbered 31859 through 31910 were in the amount of \$173,038.08. The net balance on hand July 31, 2016 was \$6,778,796.41.

STORMWATER DEPARTMENT

Paul Adamski also presented the statement of claims for the Stormwater Utility for July. The balance as of July 1, 2016 was \$1,304,900.47. The bank deposits recorded in July 2016 were \$197,663.34. Checks issued July 2016 meeting numbered 1676 through 1700 were in the amount of \$60,771.99. The net balance on hand July 31, 2016 was \$1,441,791.82.

Motion made by Mae Nachman, seconded by Carl Rasmussen to approve the department claims for the month of July 2016 as audited and read.

Ayes all. Nays none. Motion carried.

III. WATER OPERATIONS

3. Report on water distribution operations.

The crew has been working on the 6th Ave construction and getting ready for the next phase of the project. Everything is going very well.

The water operation report was distributed and reviewed for the month of July. A total of 683 valves have been operated in 2016.

4. Report on water supply operations.

Our pumpage in July was 185,672,000 gallons, a decrease of 1,872,000 gallons of water from July 2015.

IV. SEWAGE TREATMENT OPERATIONS

5. Report on Collection System Maintenance.

Rob stated the crew has been working on cleaning/cutting sewers. The televising camera has been repaired. The lining project by Schmeekle will start sometime this week.

The sewer report for the month of July was reviewed by the Commission.

6. Report on sewage treatment operations.

Last month we got unexpected high loadings to the plant causing a spike. Everything is back on track.

A pilot program has been on site that has been filtering our final effluent trying to see how low we can get our phosphorus levels in preparation for the new permit levels.

A sample was sent to a company called Clarus, which uses algae to treat wastewater down to low nutrient levels.

We have also been working with Donohue on the planning stages of our potential solids project.

B.O.D. (4 average ppm), Phosphorus (.531 average ppm) and Suspended Solid (7.48 average ppm) limits were met for the month of July 2016.

V. STORMWATER OPERATIONS

7. Report on Stormwater operations.

Rob stated we have been working on reinstating ditches and fixing storm water structure.

Joel stated we had a meeting with representatives from the DNR and Brown and Caldwell, our consultant, regarding the Stormwater Master Plan. In order to finish the master plan, we have to wait for the DNR to issue the new permit limits. Once we know the new permit limits, we can then decide which best management practices to use in order for us to meet those new permit levels.

VI. DIRECTOR'S REPORT

8. Verbal Report.

The Hoover Grade Separation-Utility Relocation Project will start in September.

The asbestos has been removed from the kitchen at the Cypress Street property. The property will be torn down sometime in the next few months.

The next Water & Sewerage Commission meeting will be on Monday, September 12, 2016 at noon.

VIII. ADJOURNMENT

Motion made by Carl Rasmussen to adjourn the meeting.
Ayes all. Nays none. Motion carried.

MEETING ADJOURNED
12:12 pm

BOARD OF WATER AND SEWERAGE COMMISSIONERS



CARL RASMUSSEN, SECRETARY

Airport Commission
Monday, August 8, 2016
12:00 P.M.

MINUTES

PRESENT: Paul Adamski, Mae Nachman, Carl Rasmussen and Ray Schmidt.

ALSO PRESENT: Joel Lemke, Chris Lefebvre, Mary Klesmith, Rob Molski, Jason Draheim, and Jaime Zdroik.

EXCUSED ABSENCE: Anna Haines

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I. ADMINISTRATION

1. Approval of minutes of the July 11, 2016 meeting.

Motion made by Carl Ramussen, seconded by Mae Nachman to approve the minutes of the July 11, 2016 Airport Commission meeting.

Ayes all. Nays none. Motion carried.

II. ACCOUNTING

2. Discussion and possible action on approval of department claims.

AIRPORT

Paul Adamski also presented the statement of claims for the Airport for July. The balance as of July 1, 2016 was \$234,089.24. The bank deposits recorded in July 2016 were \$34,442.91. Checks issued in July 2016 numbered 1520 through 1532 were in the amount of \$46,877.81. The net balance on hand July 31, 2016 was \$221,654.34.

Motion made by Mae Nachman, seconded by Ray Schmidt to approve the department claims for the month of July 2016 as audited and read.

Ayes all. Nays none. Motion carried.

III. AIRPORT MANAGERS REPORT

3. Written report provided.

The monthly report for July was reviewed by the Commission.

4. Verbal report.

Jason stated there was an influx of activity due to the Oshkosh Airventure, it was accommodated well.

Fuel sales are normal compared to previous years, last year was abnormally high. Fuel costs are lower so there is a little more profit this year.

The next Airport Commission meeting will be on Monday, September 12, 2016 immediately following the Board of Water & Sewerage Commission meeting.

IV. ADJOURNMENT

Motion made by Ray Schmidt to adjourn the meeting.

Ayes all. Nays none. Motion carried.

MEETING ADJOURNED

12:16pm

AIRPORT COMMISSION

A handwritten signature in cursive script, appearing to read "Carl Rasmussen".

CARL RASMUSSEN, SECRETARY

**MEETING MINUTES
BOARD OF PARK COMMISSIONERS
WEDNESDAY, AUGUST 3, 2016**

1. **Roll Call**
2. **Approval of the June 1, 2016 Minutes**
3. **Request to name former WI Central Limited Railroad Land along Wisconsin River (adjacent to Edgewater Manor) after Rear Admiral Albert Weston Grant. (Portage County Historical Society)**
4. **Request to have Event in Park after 11:00 pm closing time (Point of Discovery School)**
5. **Update on property in Bukolt Park (no action required)**
6. **Director's report**
7. **Adjournment**

1. **Roll Call**

Present: Freckmann, Glodosky, Hall, Ald. McComb, McDonald, Ald. Oberstadt, Okonek, Ald. Slowinski, Smith

Excused: Kirsch, Sorenson

Also Present: Director Tom Schrader, Jen Zach

2. **Approval of the June 1, 2016 Minutes**

Motion by Hall, seconded by Ald. Oberstadt, to approve the June 1, 2016 minutes and place them on file.

Ayes all; Nays none; Motion carried.

3. **Request to name former WI Central Limited Railroad Land along Wisconsin River (adjacent to Edgewater Manor) after Rear Admiral Albert Weston Grant. (Portage County Historical Society)**

Director Schrader referred to the information in the meeting packet regarding information on Rear Admiral Albert Weston Grant. The Portage County Historical Society is requesting to name the park parcel that currently is not named along the Wisconsin River. The parcel was purchased from the Wisconsin Central Limited Railroad a number of years ago for developing the Green Circle. This particular park was chosen because of its location on the river. The park being located on the river ties very well into what Admiral Grant did most of life that is command military fleets. He was also an instructor at the naval Academy, authored a book that was used at the academy and had a Fletcher class destroyer named in his honor. The Historical Society will work with us in developing the appropriate sign/signage for the park.

Motion by Glodosky, seconded by Ald. Oberstadt, to approve the proposed recommendation to name the former Wisconsin Central Limited Railroad land along the Wisconsin River (adjacent to Edgewater Manor) after Rear Admiral Albert Weston Grant.

Ayes all; Nays none; Motion carried.

4. **Request to have Event in Park after 11:00 pm closing time (Point of Discovery School)**

Director Schrader introduced Jen Zach from the Point of Discovery School who could provide information on this request. Jen Zach explained that this will be fundraising run with the proceeds being used for professional development for staff. It will be a family event with a 1 mile run at 9:00 p.m. and the 5K run starts at midnight. Because the parks close at 11:00 p.m. she's here asking for a variance to have the run at midnight and be in the parks after 11:00 p.m.

Sue Hall asked why a night run and Jen explained they wanted to something "unusual" being the Point of Discovery School. Doing something different will attract people which will help their fundraising efforts.

Liz McDonald asked about lighting along the trails. Jen explained volunteers along the trail will have lights and there is lighting in the park too. Runners will be wearing reflective gear.

Motion by Ald. Oberstadt, seconded by Smith, to approve the request to allow Point of Discovery School to hold a Run in the Park after 11:00 p.m. on October 22, 2016.

Ayes all; Nays none; Motion carried.

5. Update on property in Bukolt Park (no action required)

Director Schrader distributed a copy of the settlement agreement to the Commissioners. He explained this is the former Kulas property and the current owner never had the property surveyed before he purchased it. After he purchased it he did have it surveyed and found out that the driveway and garage were actually on city property. After numerous meetings with our attorney and their attorney our city attorney Logan Beverage advised the City to settle the claim in order to avoid the costs of litigation. This settlement agreement has been to Plan Commission and was approved at the Plan Commission. In exchange for the 14 feet by 130 foot parcel from the City, the property owner will make a \$20,000.00 donation to the City.

Director Schrader suggested that this item be pulled at the Council meeting and a motion made that the Council place this money in the account that was created when ATC donated \$10,000.00 for the powerline work done in Bukolt Park. The account was established for Bukolt Park improvements. Money has been used for the fishing pier and some will be used for bleachers at the skatepark. If this donation is accepted it should be placed in this account and used for improvements at Bukolt Park.

Regarding the Rachick property the Common Council voted not to proceed with this property purchase.

6. Director's report

Director Schrader reported

- Director Schrader referred to the Capital Improvements listing that was submitted for consideration. Items presented needed to be prioritized by departments. On page 2 carpet replacement for the Parks and Rec building is listed as priority #4 and the broadcast spreader is listed as priority #3. As you can see the carpeting here in the Parks and Recreation building is worn and needs replacing, our current broadcast spreader is on its last legs. Priority item #5 are the bathrooms at Iverson Park next to the ball diamond. We are in the process of checking to see if one of the stone buildings along Hy 66 in Iverson Park could be moved and re-purposed for the bathrooms. These are stone buildings used for storage at the moment. Re-purposing an existing building may be cheaper than building from scratch. On the next page the priority #RT 1 is room tax money for new batteries for the Zamboni. Priority #7 is replacing the last section of deck chairs at the pool. Priority #1 is re-roofing the Bukolt Park Lodge. Priority #6 is replacing the irrigation system at Pfiffner Park which is shallow and leaks. A slit seeder is priority #8 and is used for slit seeding medians with irrigation. Priority #2 is a Comprehensive Park Plan. Our plan expired last year and we have always done them for the last 20-25 years. The City is having a comp plan done for the entire city and this was the quote for them to do it for the parks. It might be nice for an outside firm to do the rec plan for the City. We might get a different perspective with an outside firm doing it.

Liz McDonald asked if we'll have access to room tax money for the Zamboni batteries. Director Schrader stated yes for repairs this year only. After this year it will be up to the new tourism committee. Money set aside before for major improvements like the Willett refrigeration is shifted to other accounts for these improvements. The committee will start with new money after January 1, 2017.

Mike Glodosky asked about the makeup of the new tourism committee. Director Schrader stated that it is made up of 5 members and that President Okonek is one of the members.

Liz McDonald asked if there will be a transition from the old way of allocating money to the new way under the new rules. Will the new tourism committee be given historical documents and will there be some indoctrination for these new members so they understand the importance of this money and the role it has played in the community.

Director Schrader stated Comptroller has asked him to provide him with a list of all the projects and the philosophy of the last five long range plans. Director Schrader provided him with the breakdown of the 65/15/10/10 percent for funding and arts endowment.

- The Forestry department has injected 133 ash trees to date. This fall they will start with the soil drench. 12 trees were injected on Clark Street by Sentry Insurance.
- Vandals are removing the name plaques off of the tree memorials at Mead, Bukolt and Pfiffner so they have been taken down. We are going to try recessing the names on the plaques.
- We have wood chipped all of the playgrounds that needed woodchips.
- Baseball and softball is pretty much finished for the season
- Football is starting this week with the semi-pro game at Goerke and high school football will start in about 2 weeks

Liz McDonald asked if anything can be done to treat the large elm trees on private property. Some of them are gorgeous and should be preserved. Director Schrader stated that we try to educate property owners on the treatment vs. the cost of removing them after they get DED because a lot of the trees are in the back yards and hard to get at when it time to remove them.

Sue Hall asked if the entire portion of the small dog park could be mowed instead of just cutting strips in it.

Ald. Oberstadt showed a picture of the new swing at Morton Park that someone sent to her. What a great addition to the park.

Commissioners thanked Director Schrader and parks employees for another successful RiverFront Rendezvous this year. Director Schrader stated he'll pass along the compliments to employees.

6. Adjournment

Motion by Ald. Oberstadt, seconded by Glodosky, to adjourn the meeting.

Ayes all; Nays none; Motion carried, 6:55 p.m.

COMPTROLLER-TREASURER REPORT
for the period ending June 30, 2016

	Bal June 1, 2016	Receipts	Disbursements	Bal June 30, 2016
GENERAL OPERATING CASH	\$4,584,749.55	\$2,444,668.47	\$5,066,404.57	\$1,963,013.45
WATER & SEWER (CASH & INVEST) (includes airport, transit , stormwater)	\$13,049,469.77	\$1,115,657.17	\$1,001,205.98	\$13,163,920.96

INVESTMENTS	Bal June 1, 2016	TRANSFER IN	TRANSFER OUT	Bal June 30, 2016
GENERAL	\$26,150,056.58	\$819,139.63	\$1,081,593.21	\$25,887,603.00
SPECIAL REVENUE	\$640,865.38	\$0.00	\$0.00	\$640,865.38
DEBT SERVICE	\$76,195.20	\$0.00	\$0.00	\$76,195.20
CAPITAL PROJECTS	\$10,117,551.88	\$24,243.85	\$0.00	\$10,141,795.73
ENTERPRISE	\$0.00	\$0.00	\$0.00	\$0.00
TRUST	\$2,923,811.40	\$0.00	\$0.00	\$2,923,811.40
TOTALS	<u>\$39,908,480.44</u>	<u>\$843,383.48</u>	<u>\$1,081,593.21</u>	<u>\$39,670,270.71</u>

EXPENDITURES:	BUDGET	YTD	%	REVENUES	BUDGET	YTD	%
GENERAL GOVT	\$3,463,009.00	\$1,680,732.08	48.53%	GENERAL	\$22,182,082.00	\$15,165,047.13	68.37%
POLICE	\$5,192,699.00	\$2,445,967.36	47.10%				
FIRE	\$4,909,019.00	\$2,298,203.82	46.82%				
PUBLIC WORKS	\$5,707,540.00	\$2,315,504.54	40.57%				
PARK & REC	\$1,753,730.00	\$745,469.28	42.51%				
CAPITAL PROJECTS	\$750,300.00	\$302,446.65	40.31%				
DEBT SERVICE	\$5,890,657.00	\$3,303,840.56	56.09%				
YTD TARGET	50.00%						

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481-3594
Fax: 715-346-1530



Mike Wiza
Mayor
mwiza@stevenspoint.com
715-346-1570

August 8, 2016

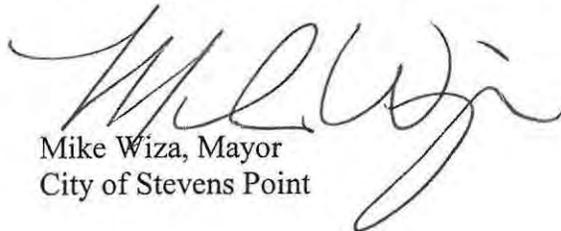
Members of the Common Council
Stevens Point, Wisconsin

The following appointment is recommended for your consideration.

Bicycle and Pedestrian Committee

Appoint Michael O'Meara – 1809 Clark Street – LaMarche resignation

Your confirmation of this appointment would be appreciated.



Mike Wiza, Mayor
City of Stevens Point

Michael O'Meara
1809 Clark Street
Stevens Point WI 54481
m.omeara.st.pt@gmail.com
715-252-1453

July 26, 2016

Mayor Mike Wiza
Mayor of the City of Stevens Point
1515 Strongs Avenue
Stevens Point WI 54481

Dear Mayor,

This letter will describe some of my qualifications to be appointed to the Bike/Ped Committee.

I have been a life long bike rider and pedestrian. In fact as a young man I commuted 14 miles each way from Fox Point to Marquette University by bicycle for a summer.

I have been a civil engineer for all of my adult life. During that time I have designed, supervised the construction of, planned and directed the maintenance of all manner of bicycle and pedestrian facilities including sidewalks, bridges, bicycle paths, pedestrian paths and combined bicycle and pedestrian paths. In Stevens Point I led the design for the reconstruction of all of Clark and Main Streets, as well as both bridges across the Wisconsin River.

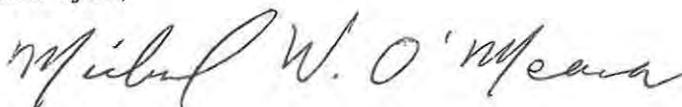
As a planning engineer for the Wisconsin Dept. of Transportation I helped draft the Wisconsin Pedestrian Policy Plan 2020 as part of the internal DOT advisory team.

Also as a planning engineer I helped draft the Federal Highway Administration Guide for Maintaining Pedestrian Facilities for Enhanced Safety.

As planning engineer I helped municipalities fund various pedestrian and bicycle facility projects including both urban and rural projects.

I would very much appreciate to be appointed to the Bike/Ped Committee.

Thank you,



Michael W. O'Meara