

AGENDA
CITY PLAN COMMISSION

Tuesday, September 6, 2016 – 6:00 PM

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

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

1. Roll call.

Discussion and possible action on the following:

2. Report of the August 1, 2016 Plan Commission meeting.
3. **Public Hearing** – Request from the University of Wisconsin Stevens Point to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from Residential to UWSP for 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).
4. Action on the above.
5. **Public Hearing** – Request from the University of Wisconsin Stevens Point to rezone 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) from R-2 Single Family Residence District to U-1 University Facilities District.
6. Action on the above.
7. Request from the University of Wisconsin Stevens for a site plan review to expand Parking Lot T at 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).
8. **Public Hearing** – Request from Andrea Olson for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a home at 400 Franklin Street (Parcel ID 2408-30-4021-07).
9. Action on the above.
10. **Public Hearing** – Request from the City of Stevens Point to rezone two parcels north of Main Street and between Michigan Avenue and Minnesota Avenue (Parcel ID's 2408-33-2001-05 & 2408-33-2001-04) where the following addresses are present; 2442 Main Street, 941 Michigan Avenue, 1000 Minnesota Avenue, 1100 Minnesota Avenue, 933 Michigan Avenue, and 2400 Main Street from "R-2" Single Family Residence District to "R-5" Multiple Family II Residence District.

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

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

11. Action on the above.
12. Community Development Department Monthly Report for August 2016. *Report will be provided after August 31, 2016.*
13. Director's Update (*informational purposes only*).
14. Adjourn.

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

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

PUBLISH: August 5, 2016

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Plan Commission of the City of Stevens Point, Portage County, Wisconsin, will hold a Public Hearing on Tuesday, September 6, 2016 at 6:00 PM in the multi-purpose room of the Lincoln Center, 1519 Water Street, Stevens Point, Wisconsin, to hear the following:

- 1. Request from University of Wisconsin Stevens Point to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from residential to UWSP for all of the following properties:
 - 2116 Fourth Avenue (Parcel ID 2408-28-3006-32) zoned "R-2" Single Family Residence District, and described as LOT 8 & E 7' LOT 9 BLK 3 T HELMINSKI & OTHERS ADD EX OUTLOT 2 CSM#5422-19 -232 799129, City of Stevens Point, Portage County, Wisconsin.
 - 2124 Fourth Avenue (Parcel ID 2408-28-3006-28) zoned "R-2" Single Family Residence District, and described as SLY 60' OF LOT 7 & LOT 11 BLK 3 T HELMINSKI & OTHERS ADD 728553 728554-CERT, City of Stevens Point, Portage County, Wisconsin.
 - 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) zoned "R-2" Single Family Residence District, and described as LOT 12 BLK 3 T HELMINSKI & OTHERS ADD BNG PRT SW SW S28 T24 R8 706058, City of Stevens Point, Portage County, Wisconsin;

Map 8.3: Future Land Use Update

Property Map



To obtain additional information regarding the above request(s), or to view a copy of the Comprehensive Plan, please contact the City of Stevens Point Director of Community Development, 1515 Strongs Avenue, Stevens Point, WI 54481, or by calling 715-346-1567, during normal business hours (7:30 AM – 4:00 PM Monday – Friday).

All interested parties are invited to attend.

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

John Moe, City Clerk

PUBLISH: August 19, 2016 and August 26, 2016

NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Plan Commission of the City of Stevens Point, Portage County, Wisconsin, will hold a Public Hearing on Tuesday, September 6, 2016 at 6:00 PM in the multi-purpose room of the Lincoln Center, 1519 Water Street, Stevens Point, Wisconsin, to hear the following:

1. Request from Andrea Olson for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a home at 400 Franklin Street (Parcel ID: 2408-30-4021-07). This property is zoned "R-3" Single and Two-Family Residence District and described as LOT 8 BK 4 E B & H GRANTS ADD S30 T24 R8 .14A 808074, City of Stevens Point, Portage County, Wisconsin.
2. Request from University of Wisconsin Stevens Point to rezone three properties identified below from "R-2" Single Family Residence District to "U-1" University Facilities District:
 - a. 2116 Fourth Avenue (Parcel ID 2408-28-3006-32) zoned "R-2" Single Family Residence District, and described as LOT 8 & E 7' LOT 9 BLK 3 T HELMINSKI & OTHERS ADD EX OUTLOT 2 CSM#5422-19 -232 799129, City of Stevens Point, Portage County, Wisconsin.
 - b. 2124 Fourth Avenue (Parcel ID 2408-28-3006-28) zoned "R-2" Single Family Residence District, and described as SLY 60' OF LOT 7 & LOT 11 BLK 3 T HELMINSKI & OTHERS ADD 728553 728554-CERT, City of Stevens Point, Portage County, Wisconsin.
 - c. 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) zoned "R-2" Single Family Residence District, and described as LOT 12 BLK 3 T HELMINSKI & OTHERS ADD BNG PRT SW SW S28 T24 R8 706058, City of Stevens Point, Portage County, Wisconsin;
3. Request from the City of Stevens Point to rezone two parcels identified below from "R-2" Single Family Residence District to "R-5" Multiple Family II Residence District:
 - a. Parcel ID 2408-33-2001-05 (Parks and Recreation Facility, Goerke Park Complex, and the former Mid-State Technical College) where the following addresses are present: 2442 Main Street, 941 Michigan Avenue, 1000 Minnesota Avenue, 1100 Minnesota Avenue, and 933 Michigan Avenue. This parcel is zoned "R-2" Single Family Residence District, and described as: PT NENW COM@ NE/C MAIN & MICH; N250' POB; N884' M/L; E1257.7' TO WL MINN; S 1134.5' TO NL MAIN W847.1'; N350'; W230'; N40'; W100'; S140 W70' POB 123/344 147/36 773023ESMT; 452/428; 649/901 801723RES; 806808RES 810226UTIL, City of Stevens Point, Portage County, Wisconsin.
 - b. 2400 Main Street (Parcel ID 2408-33-2001-04) (PJ Jacobs Junior High School), 2400 Main Street. This parcel is zoned "R-2" Single Family Residence District, and described as: PT NENW S33 COM NE CORN MAIN & MICHIGAN N250'E 70' N140'E100'S40'E230'S350' NL MAIN; W ALG NL MAIN 400' POB EX PRT HWY (566759) 452/455; 649/901; 767817 798771UTIL, City of Stevens Point, Portage County, Wisconsin.

All interested parties are invited to attend.

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

John Moe, City Clerk

REPORT OF CITY PLAN COMMISSION

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.

Alderman 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. Alderman 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.

Alderman 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. Alderman 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 Cherri 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.

Alderperson 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.



Memo

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: Plan Commission

From: Plan Staff

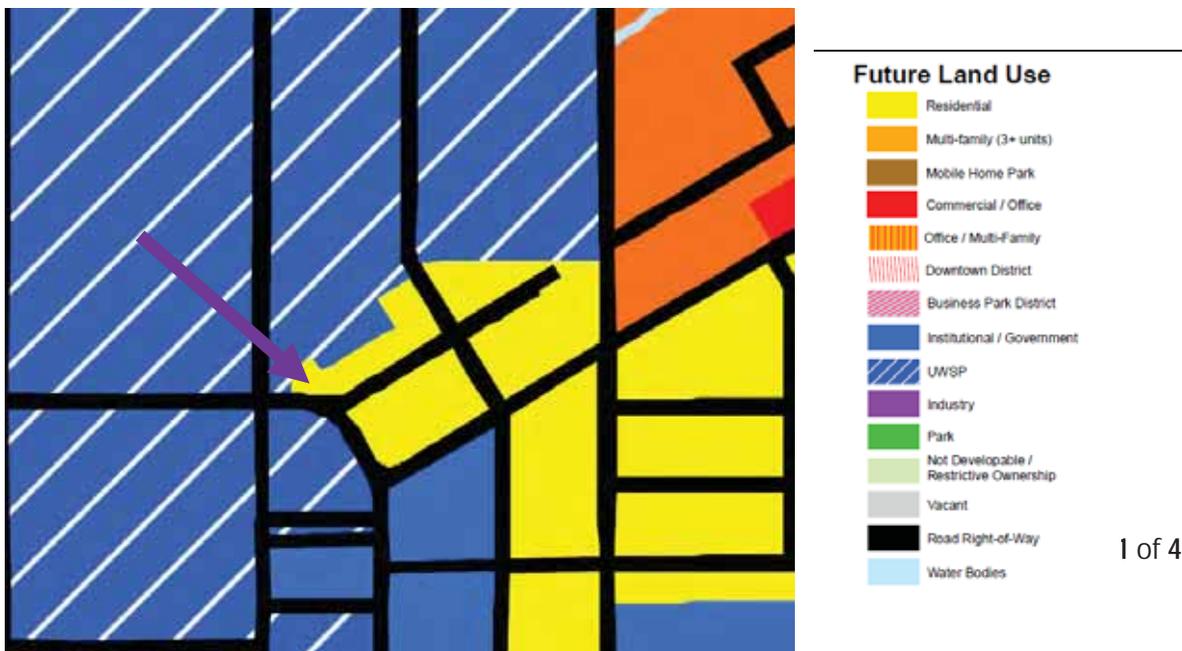
CC:

Date: 8/24/2016

Re: Request from the University of Wisconsin Stevens Point to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from residential to UWSP for 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).

The University of Wisconsin-Stevens Point is requesting to amend the City's Comprehensive Plan Future Land Use Map (Map 8.3). Three parcels are specifically recommended to be changed from residential to UWSP (see map below). The applicant is requesting the amendment in order to expand a parking lot adjacent to university facilities. It is important to note that the university owns all three parcels. Furthermore, the 2007 UW-Stevens Point Campus Master Plan identifies this area as part of the proposed campus expansion, which was recognized and approved by the City during the planning phase.

Staff has reviewed the request based on two criteria: (1) consistency with the comprehensive plan, and (2) whether the amendment is in the public interest. Below is an analysis of each criterion along with findings of fact relating to the properties and their location. Furthermore, Section 8.6 of the Comprehensive Plan, describing future land use categories is below.



Vicinity Map



Findings of Fact:

- Existing Uses: 2116 Fourth Avenue – Residential
2124 Fourth Avenue – Residential
2200 Fourth Avenue – Residential

Surrounding Zoning and Uses:

Direction	Zoning	Use	Future Land Use Designation
North	"U-1" University Facilities District	UWSP Parking and Residential	UWSP
South	"U-1" University Facilities District	UWSP Science Facility, Residential Homes	UWSP
East	"R-2" Single Family Residence District	Residential Homes	Residential
West	"U-1" University Facilities District	UWSP Campus – Classroom Facilities	UWSP

- The property is primarily surrounded by UWSP and is within a transitional zone where residential mixes with the campus.

- The request includes amending the future land use map within the comprehensive plan to change the three properties identified above, to a future land use designation of UWSP.

1. Is the proposed amendment in the public interest?

Analysis: The three properties are adjacent to existing UWSP facilities. Furthermore, they exist on a main thoroughfare and entrance into the UWSP Campus. Demolition of the three homes is proposed, in order to expand the existing parking lot. The three lots will likely be combined into one single property. On campus parking has been reduced with the construction of the nearby Chemistry and Biology building, which utilized Parking Lot X. It is important to note that rezoning and site plan review are also required for the parking lot expansion.

Findings: The properties exist in a transitional zone where several uses and zoning designations meet. Furthermore, the properties border or are in close proximity to two main streets, Fourth Avenue and Staley Street, which serves as a main entrance into the campus from the east. Businesses primarily exist on Stanley Street with residences on adjacent collector streets. This is due to the roadway developing as a gateway to the university from the east. The university has historically developed along Main Street and expanded to the north. Historically, residential homes were developed near the inner city; however the change in development and increased exposure along Stanley Street has led to other uses.

When taking into consideration the above, including traffic and land use patterns, staff has concluded that the amendment is within the public interest. A UWSP classification on the future land use map is a fitting designation, as it borders institutional university property on multiple sides. Fourth Avenue in particular has become a divider between two parts of the campus. In addition, the eventual expansion of parking allows for a second ingress/egress on an arterial street. This entrance should assist in diverting some traffic from the nearby residential collector streets.

Furthermore, the current land use designation of residential was likely placed on these properties because the existing use at the time the comprehensive plan was created was residential. It is a logical conclusion that these properties would likely develop as institutional given their location near the university, along with Fourth Avenue and Stanley Street.

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

Analysis: The properties in question are designated as residential on the future land use map.

Findings: Designating the properties as UWSP will assist in achieving the following goals outlined within the comprehensive plan:

Chapter 8 – Land Use Element

Goal A. Provide a balance of land uses to serve existing and future residents of the City, as well as non-residents, that allows for a strong economy and maintains the high quality of life that Stevens Point residents currently enjoy.

Objective A1. Minimize conflicts between adjacent land uses. Encourage re-development and new development that is consistent and compatible with surrounding areas in buildable vacant areas that may be annexed to the City.

Goal D. Enhance Commercial Corridors.

Goal E. Institutional Growth. Major institutions in the City include health providers such as St. Michael's Hospital – Ministry Health Care and Rice Medical Center; educational institutions such as public and parochial schools, **UWSP**, and Mid-State Technical School; churches, public building such as City Hall and County buildings; and others. These institutions provide invaluable service to the community as well as jobs for our citizens. It is the goal of this plan to provide for their continued existence and growth while protecting the character and integrity of surrounding neighborhoods. Master planning should be encouraged in each case to address future expansion needs.

Upon review, staff has identified that the criteria above have been met and would recommend changing the future land use designation of the three properties identified above from residential to UWSP within the City's Comprehensive Plan.

Photos





APPLICATION FOR AN ORDINANCE / CODE AMENDMENT

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications if Any				Assigned Case Manager			
Pre-Application Conference Date				Ordinance Chapter / Section			

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Board of Regents of the University of Wisconsin System	Contact Name	Carl Rasmussen, Dir Facilities Planning
Address	2100 Main Street	Address	M&M Bldng, 1848 Maria Dr
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	Stevens Point, WI 54481
Telephone	715-346-2641	Telephone	715-346-2781
Fax	715-346-2641	Fax	715-346-2781
Email	gdiemer@uwsp.edu	Email	crasmuss@uwsp.edu

OWNERSHIP INFORMATION

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

ORDINANCE AMENDMENT SUMMARY

Describe the requested ordinance amendment change	
Amend the future land use map within the city's comprehensive plan.	
Describe the reason for the requested change in the ordinance	
The University of Wisconsin Stevens Point whose governing body is the Board of Regents of the University of Wisconsin System is seeking a zoning change to U-1 University District on three contiguous parcels with approximately 221 feet of frontage along the north side of Fourth Avenue east of Reserve Street. The three parcels share an adjoining boundary to university owned U-1 property immediately to the north and across a city street to the south. The future land map within the city's comprehensive plan needs to be amended to allow consideration of the zoning change to move forward.	
How is the proposed ordinance amendment consistent with the comprehensive plan?	Does the proposed ordinance amendment represent a new policy or revision of existing policy?
The proposed change to university use will consolidate three R-2 parcels to institutional use. It will join the designated institutional use immediately to the north and will be compatible with the designated institutional use of the Newman Center immediately to the west and UWSP institutional to the south. The subject parcels are surrounding on three sides by institutional usage.	No, this is a request to amend the future land use map.

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
<i>University of Wisconsin by [Signature]</i>	<i>6/22/2016</i>	<i>University of Wisconsin by [Signature]</i>	<i>6/22/2016</i>

Legal description of each of the parcels in the Subject Property

2116 Fourth Ave; (Parcel #2408-28-3006-32) Lot 8 & E7' of Lot 9 Blk 3 T. Helminski & Others Addition exc outlot 2 of CSM #5422-19-232 184/500 607/1051

2124 Fourth Ave; (Parcel #2408-28-3006-28) Southerly sixty (60) feet of Lot Seven (7) and all of Lot Eleven (11) in Block Three (3) of T. Helminski and Others Addition to the City of Stevens Point, Portage County, Wisconsin

2200 Fourth Ave; (Parcel #2408-28-3006-25) Lot Twelve (12) Block Three (3) T Helminski & Others Add Bng Prt Sw Sw S28 T24 R8 706058



City of Stevens Point GIS

DISCLAIMER: The City of Stevens Point Does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

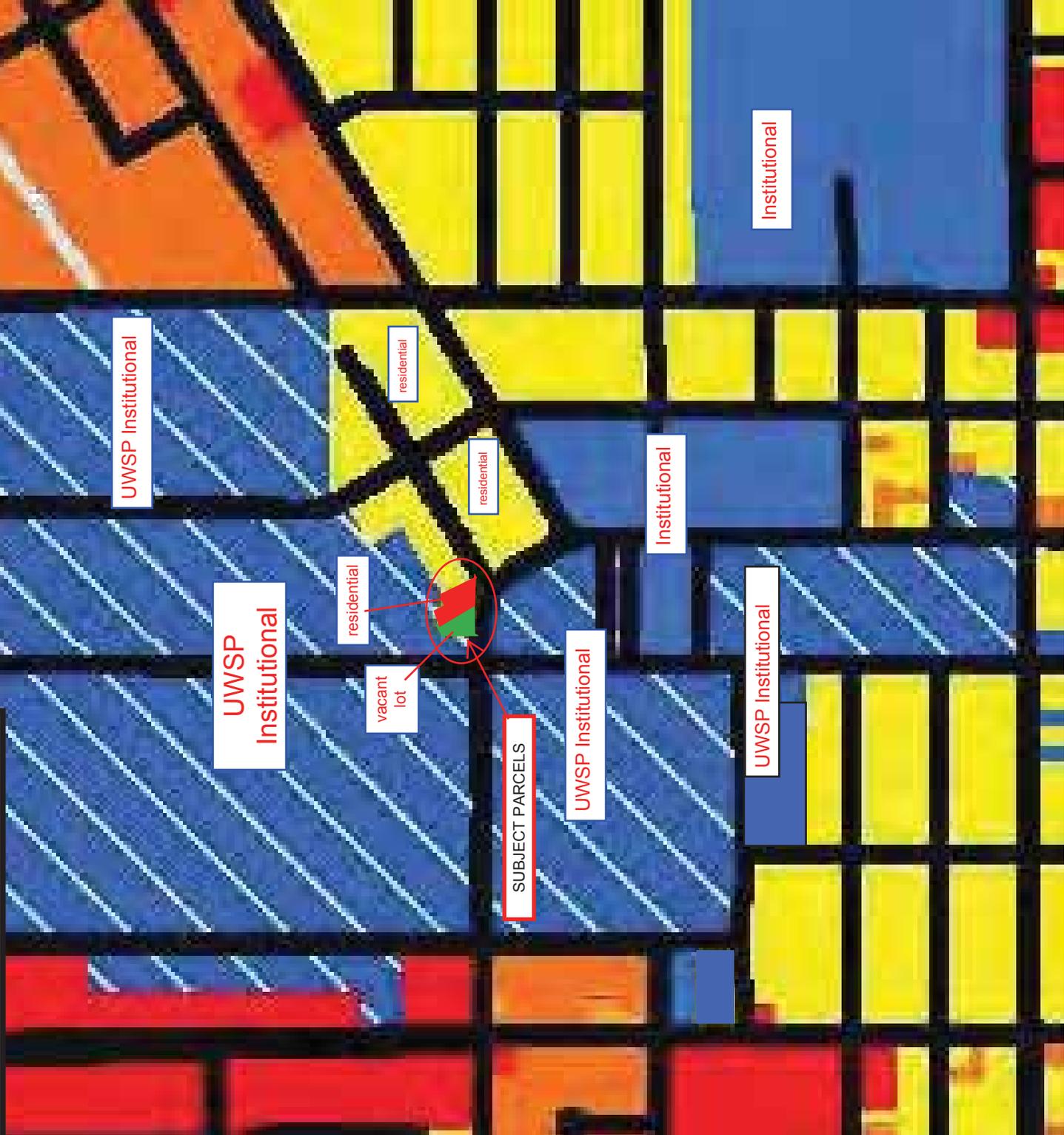
SCALE: 1" = 98'

City of Stevens Point
1515 Strongs Ave
Stevens Point, WI 54481
(715)346-1589

Print Date: 11/16/2015

EXISTING LAND USES

ON & AROUND SUBJECT PROPERTY



UWSP Institutional

UWSP Institutional

residential

vacant lot

residential

residential

SUBJECT PARCELS

UWSP Institutional

Institutional

UWSP Institutional

Institutional

UWSP Request for Future Land Map Amendment

Description of proposed change:

The proposed change will amend the future land use map within the city's comprehensive plan on three contiguous parcels along the north side of Fourth Avenue east of its intersection with Reserve Street.

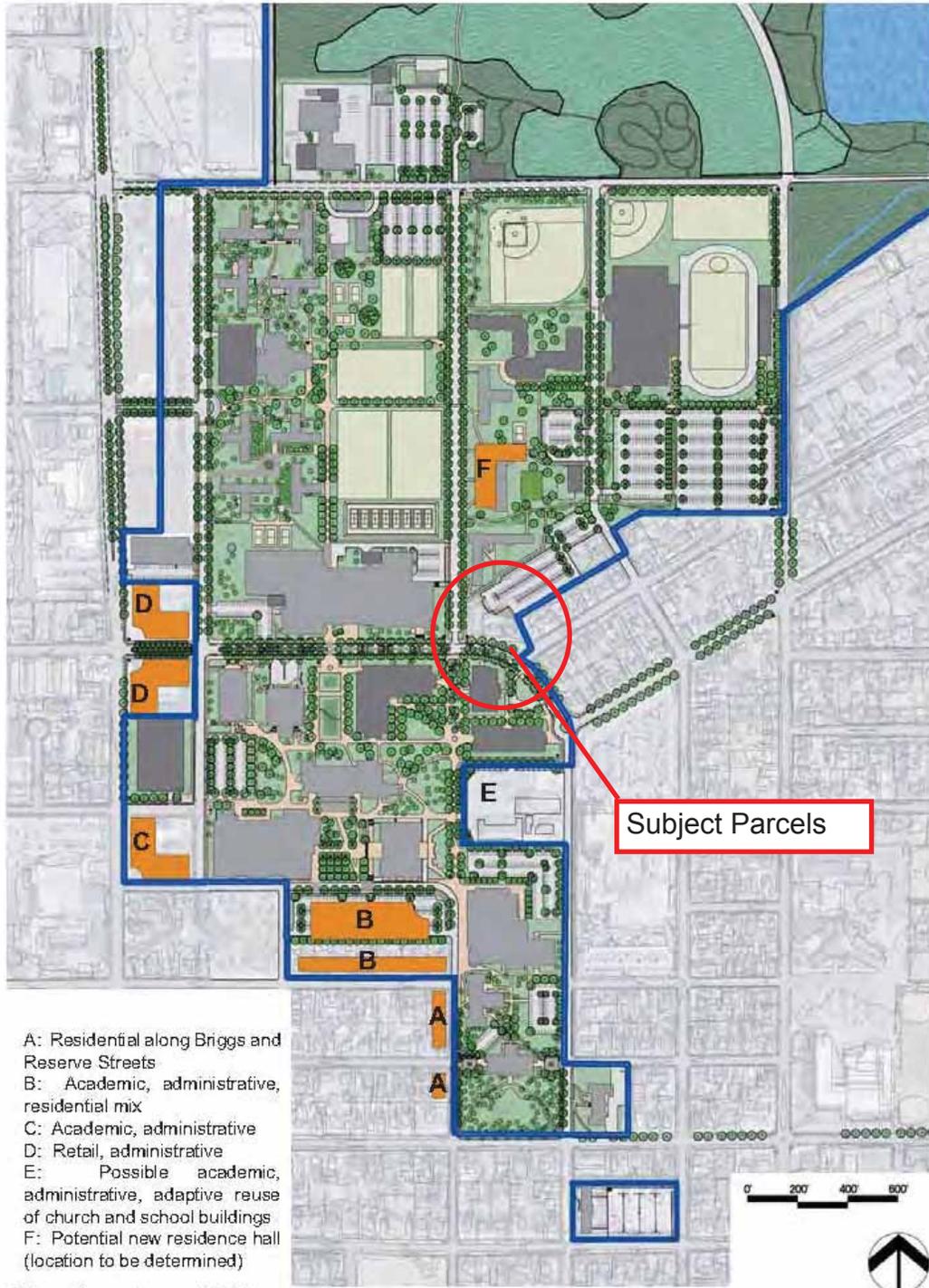
Reasons for the amendment:

The University of Wisconsin Stevens Point whose governing body is the Board of Regents of the University of Wisconsin System is seeking a zoning change to U-1 University District on three contiguous parcels with approximately 221 feet of frontage along the north side of Fourth Avenue east of Reserve Street. The future land use map within the city's comprehensive plan needs to be amended to allow consideration of the zoning change request to move forward.

The three parcels share an adjoining boundary to university owned U-1 property immediately to the north. The parcels are surrounded on three side by institutional zoning and uses. The proposed change to university (UWSP) use will consolidate the area to institutional use.

The 2007 UW-Stevens Point Campus Master Plan identified this area as part of the proposed campus boundary changes. Although the three residential parcels were a relatively small change to the campus boundary the justification including in the Plan was that these would allow the campus an increased presence along Fourth Ave making entry to the campus more clear and reduce the use of residential streets. Near term development of these parcels will provide direct access and greater visibility from Fourth Avenue to campus metered parking immediately to the north. The conversion of a "permit only" parking to hourly metered parking serves as partial replacement to metered spaces lost to the construction of the new Chemistry Biology Science Building immediately to the south.

The Master Plan was presented to the Plan Commission and City Council in a series of reviews and public meetings during fall 2006. The adopted city resolution for the Master Plan acknowledged the campus' intent to request the Board of Regents to expand the campus boundaries but did not specifically mention the boundary change in this area. The map included with the November 19, 2007 City Resolution city resolution follows below with the area circled in red.



- A: Residential along Briggs and Reserve Streets
- B: Academic, administrative, residential mix
- C: Academic, administrative
- D: Retail, administrative
- E: Possible academic, administrative, adaptive reuse of church and school buildings
- F: Potential new residence hall (location to be determined)

Future Phase: beyond 2025

Administrative Staff Report

Rezone Request

Three Properties on Fourth Avenue "R-2" Single Family Residence District to "U-1" University Facility District August 24, 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"> University of Wisconsin Stevens Point <p>Staff:</p> <ul style="list-style-type: none"> Michael Ostrowski, Director mostrowski@stevenspoint.com Kyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> 2408-28-3006-32 2408-28-3006-28 2408-28-3006-25 <p>Zone(s):</p> <ul style="list-style-type: none"> All parcels zoned "R-2" Single and Two-Family Residence District <p>Comprehensive Plan:</p> <ul style="list-style-type: none"> Residential <p>Council District:</p> <ul style="list-style-type: none"> District 2: Shorr <p>Current Use:</p> <ul style="list-style-type: none"> Vacant / Residential <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 23.01 (16), 23.02(1)(d), 23.02(4)(a) 	<p>Request</p> <p>Request from the University of Wisconsin Stevens Point to rezone 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) from R-2 Single Family Residence District to U-1 University Facilities District.</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Application <p>Findings of Fact</p> <ul style="list-style-type: none"> These parcels are zoned "R-2" Single Family Residence District. The request is to rezone all property to "U-1" University Facility District to allow for the expansion of a parking lot. The current property use is residential. The City's Comprehensive Plan calls for a residential use on this property, however an amendment has been requested to change the future land use map to identify the property as a UWSP use. Accessory uses including but not limited to parking lots and structures for use by students, employees and persons visiting or attending activities at a permitted building are permitted in the "U-1" district. Site plan review is required for the parking lot expansion. <p>Staff Recommendation</p> <p>Based upon the findings, staff recommends approving the rezoning request for the following properties from "R-2" to "U-1:"</p> <ul style="list-style-type: none"> — 2116 Fourth Avenue (Parcel ID 2408-28-3006-32) — 2124 Fourth Avenue (Parcel ID 2408-28-3006-28) — 2200 Fourth Avenue (Parcel ID 2408-28-3006-25)
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Vicinity Map



Background

The University of Wisconsin Stevens Point is requesting to rezone the properties identified above from "R-2" Single Family Residence District to "U-1" University Facilities District. The university currently owns the properties above, and intends to construct expand the nearby adjacent parking lot. It is important to note that three residential structures currently exist and would be demolished to accommodate the proposed parking. The majority of the university is zoned "U-1" zoning district which permits parking lots. Therefore, this request has been made to rezone the properties identified above. Note that parcels may also be combined in the future.

Standards of Review

Rezoning Request

- 1) **No minimum lot size requirements exist for the "U-1" district.**
Site plan review and approval is required by the Plan Commission for the construction of any university structure or parking lot. Review will occur via a separate Plan Commission item.

It is important to note that since the university owns all the parcels, they are considered one "zoning parcel."

- 2) **The change in zoning is consistent with the City's Comprehensive Plan.**

Analysis: The Comprehensive Plan calls for this area to be a Residential type use; however, the university has proposed a comprehensive plan amendment to change the future land use classification of the property to UWSP. Staff has provided a memo previously, discussing the amendment and recommending its approval.

Findings: Staff has reviewed the proposed amendment discussed above and has found it to be in the public interest and consistent with the remainder of the comprehensive plan. Therefore, if the amendment is approved, the proposed use and zoning classification would be consistent with the City's Comprehensive Plan.



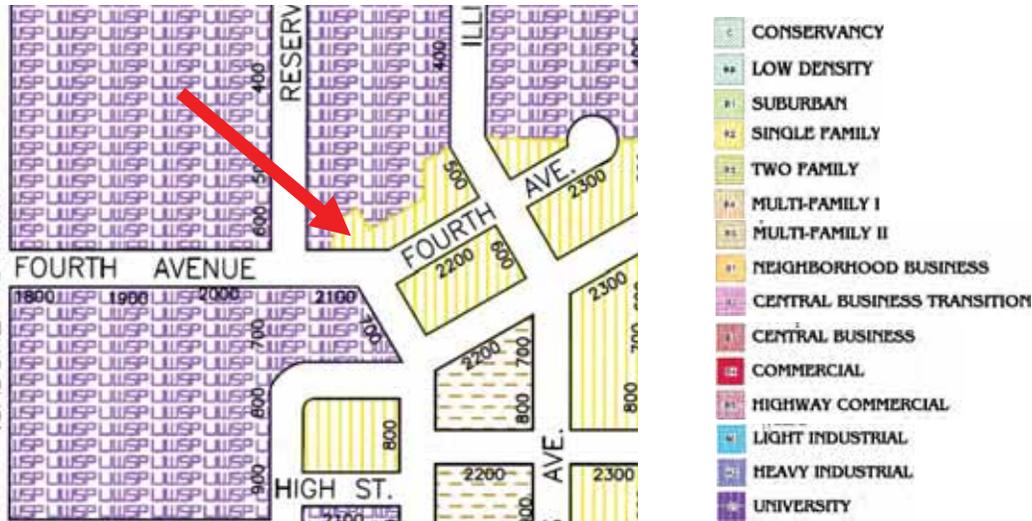
Future Land Use Map – 2005 Stevens Point Comprehensive Plan

3) The change in zoning will not create adjacent incompatible uses.

Analysis: The following are the current City zoning classifications and uses of adjacent properties:

Direction	Zoning	Use
North	"U-1" University Facilities District	UWSP Parking and Residential
South	"U-1" University Facilities District	UWSP Science Facility, Residential Homes
East	"R-2" Single Family Residence District	Residential Homes
West	"U-1" University Facilities District	UWSP Campus – Classroom Facilities

Zoning Map – City of Stevens Point



Findings: The properties exist in a transitional zone where several uses and zoning classifications meet. The university campus, Church, hospital, single family, two-family, and multiple-family all exist within the dense neighborhood. Furthermore, the properties border or are in close proximity to a main street, Fourth Avenue, which is the main east west corridor through campus. Within the vicinity and also connecting with Fourth Avenue exists Stanley Street which has developed as a commercial corridor overtime. This is due to the thoroughfares connection with the interstate, as well to suburban residences. Residents near the effected properties are a mix of rentals and single family. The collector streets serving these residences are utilized by traffic accessing campus facilities, such as the parking lot in question. The lot has one ingress/egress from Illinois Avenue; however, the parking lot expansion would include ingress and egress on Fourth Avenue, as well as on Reserve Street. A second/third ingress/egress point should assist in diverting traffic from the residential collector streets.

When taking into consideration the above, including traffic and surrounding land uses, staff has concluded that the rezoning will not create incompatible uses. Given the proximity to the university, single-family or two-family residential will likely not develop on the properties if left as such. Traffic is intense at times within the area, along with noise, lighting, and other characteristics matching more closely to a commercial area, especially along Fourth Avenue and Stanley Street. Any residential likely to develop would be dense multi-family or rentals. Overall, the use will assist in creating a buffer between the more intense internal campus uses.

Based on the findings above, staff recommends approving the rezoning request for the three properties along Fourth Avenue listed above from "R-2" to "U-1."



APPLICATION FOR A ZONING MAP AMENDMENT - REZONING

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications if Any				Assigned Case Manager			
Pre-Application Conference Date							

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Board of Regents of the University of Wisconsin System	Contact Name	Carl Rasmussen, Dir Facilities Planning
Address	2100 Main Street	Address	M&M Bldng, 1848 Maria Dr
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	Stevens Point, WI 54481
Telephone	715-346-2641	Telephone	715-346-2781
Fax	715-346-2641	Fax	715-346-2781
Email	gdiemer@uwsp.edu	Email	crasmuss@uwsp.edu

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
2116 Fourth Ave - Parcel #2408-28-3006-32	2124 Fourth Ave - Parcel #2408-28-3006-28	2200 Fourth Ave - Parcel #2408-28-3006-25
Legal Description of Subject Property		
2116 Fourth Ave; (Parcel #2408-28-3006-32) Lot 8 & E7' of Lot 9 Blk 3 T. Helminski & Others Addition except outlot 2 of CSM #5422-19-232 184/500 607/1051 (7405 SF)		
2124 Fourth Ave; (Parcel #2408-28-3006-28) Southerly sixty (60) feet of Lot Seven (7) and all of Lot Eleven (11) in Block Three (3) of T. Helminski and Others Addition to the City of Stevens Point, Portage County, Wisconsin (9,583 SF)		
2200 Fourth Ave; (Parcel #2408-28-3006-25) Lot Twelve (12) Block Three (3) T Helminski & Others Add Bng Prt SW SW S28 T24 R8 706058 (6,098 SF)		
Area of Subject Property (Acres/Sq Ft)		Area of Requested Rezoning (Acres/Sq Ft)
.532 ac / 23,086 SF		.532 ac / 23,086 SF
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
UWSP Institutional	2 lots residential; 1 lot vacant green space	53% parking & sidewalk; 47% dedicated green-space
Current Zone District		Proposed Zone District
R2 - Single Family		U1 - University

Reason for the zone change request			
<p>This zone change request is needed for the purpose of expanding and providing direct access to an hourly metered parking lot (Lot T) immediately to the north. The 24 net parking space expansion will partially replace metered parking lost to the construction of the Chemistry and Biology Lab Science facility immediately to the south to be completed in 2018.</p>			
Land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)			
<p>Roughly half of the property will be used for parking and circulation with the remaining half dedicated to planted internal islands, green space buffers and plant-based storm water filtration located at a high profile eastern gateway to campus along Fourth Avenue. The parking expansion will allow for direct access from both Fourth Avenue and Reserve Street increasing the utilization of the metered spaces while decreasing vehicle traffic through the residential portion of Illinois Avenue north of Stanley Street. There is currently only one in-out driveway to the lot located on Illinois Avenue. The parking expansion will provide 24 stalls net total. Two spaces will be dedicated to handicapped parking and a minimum of two spaces will be dedicated to Electric Vehicle (EV) recharging and EV parking. The remaining 20 stalls will be hourly metered bringing the total in Lot T to 131 hourly metered spaces. The lot will be lit using Dark Sky compatible LED lighting strategically placed and shielded to avoid spillover lighting to adjoining properties. A robust landscape plan will provide screening along the adjoining property and city right-of-way setbacks. The existing two houses on the property will be removed in summer 2016 and the lot construction will start in early 2018 and be completed by the start of the fall semester 2018. Design of the expansion is expected to be completed in 2017 with construction to begin in early 2018.</p>			
Current Zoning Surrounding Subject Property			
North:	U1 - University	South:	U1 - University
East:	R2 - Single Family	West:	U1 - University
Current Land Use Surrounding Subject Property			
North:	Institutional - UWSP	South:	Institutional - UWSP
East:	Residential - Single Family	West:	Institutional - Newman Center
Is the proposed zoning map amendment consistent with the Comprehensive Plan? If so how?			
<p>The Comprehensive Plan has been requested to be amended to "UWSP-Institutional" separately from this request. If the comprehensive plan amendment is approved the proposed zoning amendment would be consistent.</p>			

EXHIBITS

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

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
<i>University of Wisconsin by [Signature]</i>	<i>6/24/2016</i>	<i>University of Wisconsin by [Signature]</i>	<i>6/22/2016</i>


University of Wisconsin-Stevens Point

 Business Affairs
 Facilities Planning & Space Management

 Stevens Point, WI 54481-3897 (715) 346-2781
 FAX (715) 346-4133

July 1, 2016

David Shorr, District 2 Alderperson
 2509 Peck Street
 Stevens Point, WI 54481

Dear David,

This is to communicate that UW-Stevens Point will be submitting a request to amend the city's future land use plan and re-zone three contiguous parcels along the north side of Fourth Avenue east of Reserve Street. The three parcels share an adjoining boundary with university owned U-1 zoned property immediately to the north and across Fourth Avenue to the south. The Newman Center which adjoins immediately to the west is also zoned U-1. The property addresses are 2116, 2124, and 2200 Fourth Avenue.

We plan to submit the applications to the city Community Development office prior to July 5 for review by the City Plan Commission at their August 1 meeting and the City Council at their August 15 meeting. We are requesting these changes for the purpose of expanding hourly metered parking lot T by 24 spaces and providing direct driveway access separately to Fourth Avenue and Reserve Street. There is currently only one in-out driveway to the lot located on Illinois Avenue. These additional driveways are expected to increase the utilization of the total 131 metered spaces while decreasing vehicle traffic through the residential neighborhood along Illinois Avenue north of Stanley Street. A traffic impact study was performed by Ayres Associates examining the safety and circulation of the proposed driveway on Fourth Avenue and will be included with the application. The 150-page study anticipated an acceptable Level of Service impact to existing traffic on Fourth Avenue and suggested limited modifications that could be made if future problems occur.

The campus will also be submitting a concept site development plan for input from the Plan Commission. The concept plan will then be used to solicit professional engineering and landscape design services to complete the design. The city will receive the detailed engineering drawings once they are developed in the next year.

The Old Main Neighborhood Association will receive a separate copy of the campus submission to the city in case you receive any questions about of the UWSP request from them.

If you have questions, do not hesitate to call or drop me an email.

Thank-you for your consideration,

A handwritten signature in cursive script that reads "Carl Rasmussen".

Carl Rasmussen
 UWSP Director Facilities Planning
 715-346-2781
 crasmuss@uwsp.edu

Michigan Avenue

Page 41 of 82

Illinois Avenue

Illinois Avenue

Fourth Avenue

Stanley Street

Vicinity Map

Lot T Expansion

w-Chem Bio site
Site Plan

6/27/16



Fremont Street

Stanley Street

Pray-Sims Hall

Lot T

Newman Center

Chemistry
Biology
Building

Reserve Street

Fourth Avenue

Science Building

Lot D

Trainer
Natural
Resources

Lot F
(East)

Health
Enhancement
Center

Plan Staff

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

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



Memo

To: Plan Commission
From: Plan Staff
CC:
Date: 8/25/2016
Subject: Request from the University of Wisconsin Stevens for a site plan review to expand Parking Lot T at 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).

The University of Wisconsin Stevens Point (UWSP) is requesting to expand parking lot T on three parcels along Fourth Avenue. This site plan review request corresponds with the previous two agenda items. Staff has reviewed the request based on the following occurring:

1. Request from the University of Wisconsin Stevens Point to amend the City of Stevens Point Comprehensive Plan future land use map (Map 8.3) for the purposes of amending the future land use designation from residential to UWSP for 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25).
2. Request from the University of Wisconsin Stevens Point to rezone 2116 Fourth Avenue (Parcel ID 2408-28-3006-32), 2124 Fourth Avenue (Parcel ID 2408-28-3006-28), and 2200 Fourth Avenue (Parcel ID 2408-28-3006-25) from R-2 Single Family Residence District to U-1 University Facilities District.

Under our current ordinance for the "U-1" zoning district, the following is stated:

Chapter 23.02(4)(a)(5)

5) Site Plan Review and Approval. The Plan Commission shall review the location of and the site for any single structure or grouping of structures, any athletic field, any parking lot or any pedestrian mall. Such facility reviewed under this section shall meet the approval of the Plan Commission before construction or implementation of such improvement or facility. The approval required in this section and any condition thereto shall be stated in writing and transmitted to the university administration or their agent. Any reviews conducted under this section shall consider the latest university campus plan and amendments thereto, all relevant City or areawide plans and amendments thereto, and any university or City environmental reviews made of the facility or improvement being reviewed by the Plan Commission.

Below are details regarding the proposed parking lot expansion:

Site Details

- Three Parcels & Homes
- Proposed Demolition
- Potential to combine lots
- 0.53 total acres
- Parking lot construction anticipated for early 2018

Parking Lot Expansion Details

- Ingress/Egress off Fourth Avenue and Reserve Street
- 24 Added stalls (Lot T Total = 131)
- Hourly metered stalls via kiosk
- Landscaping and Screening
- Dark Sky LED lighting

See the attached application and plans for more details.

STANDARDS OF REVIEW

1) Review of latest UWSP Campus Plan and any relative City Plans.

Analysis: The 2007 University of Wisconsin Stevens Point Master Plan identified the area in question as an expanded campus boundary. The City resolution adopted approving the University's master plan included a map outlining the boundary changed. The city's comprehensive did not recommend the campus expansion as it was adopted prior to the campus plan, therefore, the University has requested an amendment to the plan.

Findings: According to the plans referenced above, the proposed university campus parking lot use is not in variance with the 2007 University's Master Plan, or the City's Comprehensive Plan, assuming the prior amendment is approved. The expanded parking lot will offer landscaping and screening to create a buffer and improved aesthetics along Fourth Avenue. This condition is met.

2) Parking Lot Layout and Traffic Circulation.

Analysis: The expanded parking area shall be only reviewed. A single ingress/egress exists in parking Lot T from Illinois Avenue. The proposed expansion will create a second ingress/egress from Fourth Avenue and potentially Reserve Street. A total of 24 additional stalls will be added to the parking lot. Stall dimensions and aisle widths have not been provided on the plan, but should meet the minimum requirements.



Existing Parking Lot



Proposed Expansion

Findings: The parking lot layout should not impede traffic or circulation on-site. The added ingress/egress should reduce traffic to the parking area on residential streets. Staff would recommend a more detailed plan be submitted for review and approval by the Community Development Department to ensure pertinent parking standards are met.

3) **Compliance with City Ordinance.**

Analysis: The parking lot appears to have met the south and west setbacks, and may be more than double, however the east setback appears to be less than the required five feet. Terminal and interior islands are present in the middle of the site; however do not exist where required. Note that island landscaping can be waived if perimeter landscaping is doubled. Significant landscaping is provided on the and around the site, specifically along the south side (Fourth Avenue).

Findings: Staff would recommend perimeter landscaping be at a minimum five feet wide on the east side of the parking lot. Furthermore staff would recommend both fencing and landscaping be installed on the east perimeter to act as a buffer between the adjacent residences. Staff would also recommend a landscaping plan identifying species be submitted for review and approval by the Community Development Department.

In conclusion, staff would recommend approval for the University of Wisconsin Stevens Point to expand a parking lot on the three lots identified above, with the following conditions:

- A detailed site plan shall be submitted for review and approval by the Community Development Department identifying dimensions, setbacks, and other pertinent requirements.
- Perimeter landscaping shall be at a minimum 5 feet wide, and a fence and landscaping shall be installed within the east side landscaping perimeter.
- A detailed landscaping plan shall be submitted for review and approval by the Community Development Department, identifying landscape species and locations.
- Stormwater and drainage shall be reviewed and approved by appropriate City staff and all requirements shall be met as per Chapter 31 of the Revised Municipal Code.
- Staff shall have the ability to approve minor modifications to the site plan.



APPLICATION FOR A SITE PLAN REVIEW

(Pre-Application Conference is Required for Major and Minor Site Plan Reviews)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required		Fee Paid	
Associated Applications (if any)				Assigned Case Manager			
Pre-Application Conference Date				Minor Site Plan	<input type="checkbox"/>	Major Site Plan	<input type="checkbox"/>

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Board of Regents of the University of Wisconsin System	Contact Name	Carl Rasmussen, Dir Facilities Planning
Address	2100 Main Street	Address	M&M Bldng, 1848 Maria Dr
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	Stevens Point, WI 54481
Telephone	715-346-2641	Telephone	715-346-2781
Fax	715-346-2641	Fax	715-346-2781
Email	gdiemer@uwsp.edu	Email	crasmuss@uwsp.edu

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
2116 Fourth Ave - Parcel #2408-28-3006-32	2124 Fourth Ave - Parcel #2408-28-3006-28	2200 Fourth Ave - Parcel #2408-28-3006-25
Legal Description of Subject Property		
2116 Fourth Ave; (Parcel #2408-28-3006-32) Lot 8 & E7' of Lot 9 Blk 3 T. Helminski & Others Addition except outlot 2 of CSM #5422-19-232 184/500 607/1051 (7405 SF)		
2124 Fourth Ave; (Parcel #2408-28-3006-28) Southerly sixty (60) feet of Lot Seven (7) and all of Lot Eleven (11) in Block Three (3) of T. Helminski and Others Addition to the City of Stevens Point, Portage County, Wisconsin (9,583 SF)		
2200 Fourth Ave; (Parcel #2408-28-3006-25) Lot Twelve (12) Block Three (3) T Helminski & Others Add Bng Prt SW SW S28 T24 R8 706058 (6,098 SF)		
Area of Subject Property (Acres/Sq Ft)		
.532 ac / 23,086 SF		
Current Zoning District(s)		
R2 - Single Family with a pending request to change to U1		

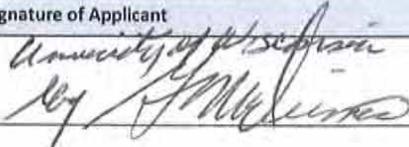
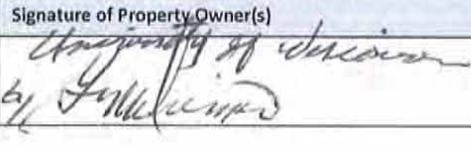
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
UWSP - institutional	2 lots residential; 1 lot vacant green space	U1 - University
Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
<p>Roughly half of the property will be used for parking and circulation with the remaining half dedicated to planted internal islands, green space buffers and plant-based storm water filtration located at a high profile eastern gateway to campus along Fourth Avenue. The parking expansion will allow for direct access from both Fourth Avenue and Reserve Street increasing the utilization of the metered spaces while decreasing vehicle traffic through the residential portion of Illinois Avenue north of Stanley Street. There is currently only one in-out driveway to the lot located on Illinois Avenue. The current lot is visible from urban minor arterial Fourth Avenue but finding the lot entrance is not intuitive and requires travel through a residential area on Fourth Avenue east of Fremont Street and/or Illinois Avenue north of Stanley Street. A detailed traffic safety and impact analysis was performed by Ayres Associates in 2015 which indicated no adverse affect by placement of a driveway directly on urban minor arterial Fourth Avenue. Traffic using this driveway expected to decrease even further than indicated by the study with the adding of a third in-out driveway on the west from Reserve Street. The parking expansion will provide 24 stalls net total. Two stalls will be dedicated to handicapped parking and a minimum of two stalls will be dedicated to Electric Vehicle (EV) recharging and EV parking. The remaining 20 stalls will be hourly metered bringing the total in Lot T to 131 hourly metered spaces. The southern line of the new parking is designed to be near parallel with the north face of the adjoining house at 2208 Fourth Avenue. Existing southwest views from 2208 Fourth should not look out directly onto parking. The lot will be lit using Dark Sky compatible LED lighting strategically placed and shielded to avoid spillover lighting to adjoining properties. A landscape buffer along the 2208 Fourth Avenue property line setback will use arborvitae screening similar to that used on Lot K east of Nelson Hall between Main Street and College Avenue. A landscape plan will provide screening along the adjoining property and city right-of-way setbacks similar to plans used at Lot PV on north Isadore Street and Lot R south of Portage Street between Phillips and Reserve Streets. The two existing houses on the property will be removed in summer 2016 and the lot construction will start in early 2018 and be completed by the start of the fall semester 2018. Design of the expansion is expected to be completed in 2017 with construction to begin in early 2018.</p>		
Current Zoning Surrounding Subject Property		
North:	U1 - University	South: U1 - University
East:	R2 - Single Family	West: U1 - University
Current Land Use Surrounding Subject Property		
North:	Institutional - UWSP	South: Institutional - UWSP
East:	Residential - Single Family	West: Institutional - Newman Center

EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any (List):
Letter to District Alderperson	<input checked="" type="checkbox"/>	Ayres Associates May 28, 2015 UWSP Parking Lot T traffic study update.
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input checked="" type="checkbox"/>	
Site Plan (designating primary, side, and service street frontages)	<input checked="" type="checkbox"/>	
Building Elevations	<input type="checkbox"/>	
Parking Plan (Location, number of spaces, reductions, and design and landscaping)	<input checked="" type="checkbox"/>	
Street Plan with Cross-sections	<input type="checkbox"/>	
Utility Plan	<input type="checkbox"/>	
Landscape Plan (including any equivalent alternative landscaping requests)	<input type="checkbox"/>	
Stormwater Plan	<input type="checkbox"/>	
Outdoor Lighting Plan (location of fixtures, illumination levels)	<input type="checkbox"/>	

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	6/22/2016		6/22/2016



University of Wisconsin-Stevens Point

Business Affairs
Facilities Planning & Space Management

Stevens Point, WI 54481-3897 (715) 346-2781
FAX (715) 346-4133

July 1, 2016

David Shorr, District 2 Alderperson
2509 Peck Street
Stevens Point, WI 54481

Dear David,

This is to communicate that UW-Stevens Point will be submitting a request to amend the city's future land use plan and re-zone three contiguous parcels along the north side of Fourth Avenue east of Reserve Street. The three parcels share an adjoining boundary with university owned U-1 zoned property immediately to the north and across Fourth Avenue to the south. The Newman Center which adjoins immediately to the west is also zoned U-1. The property addresses are 2116, 2124, and 2200 Fourth Avenue.

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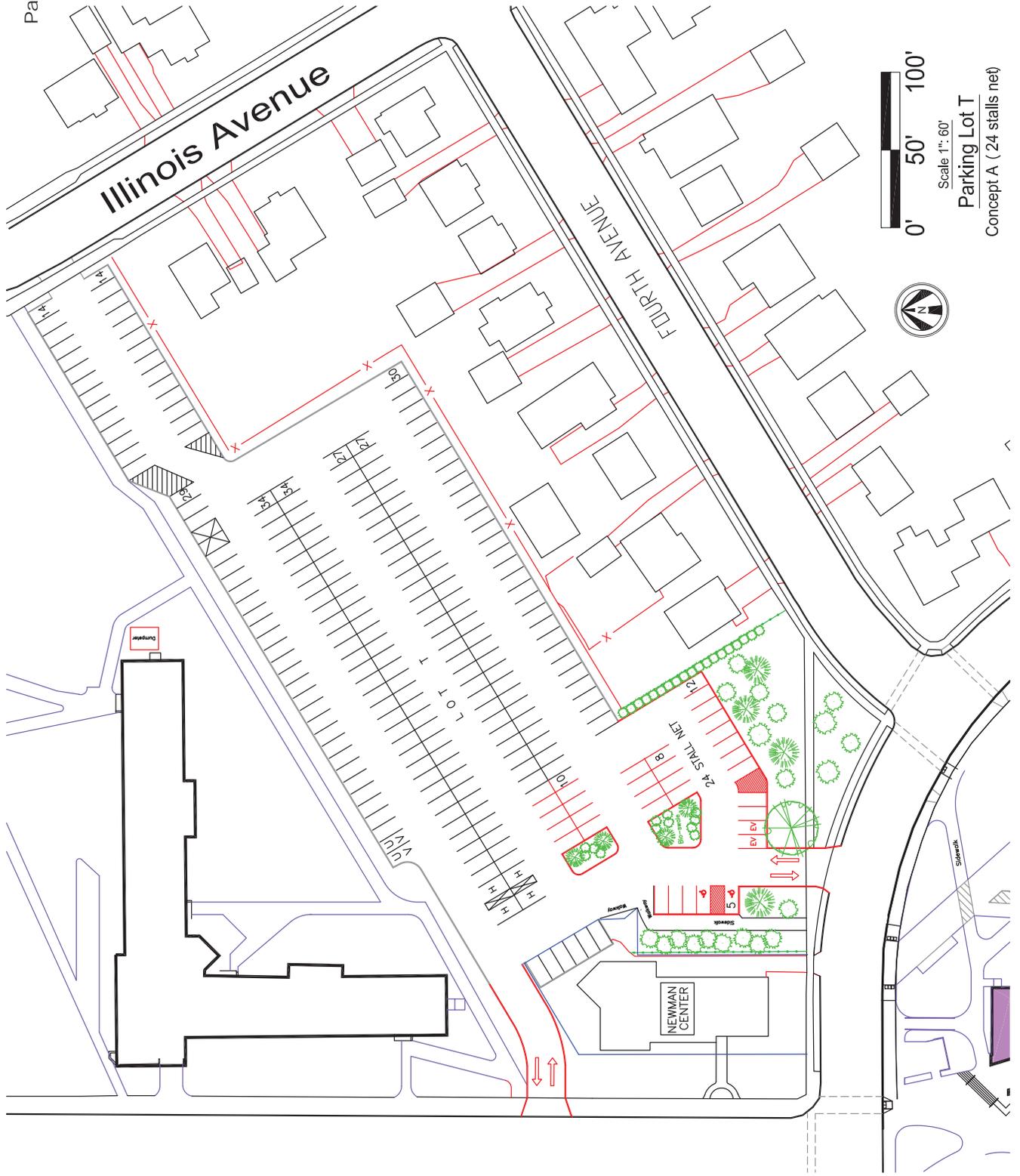
The Old Main Neighborhood Association will receive a separate copy of the campus submission to the city in case you receive any questions about of the UWSP request from them.

If you have questions, do not hesitate to call or drop me an email.

Thank-you for your consideration,

A handwritten signature in cursive script that reads "Carl Rasmussen".

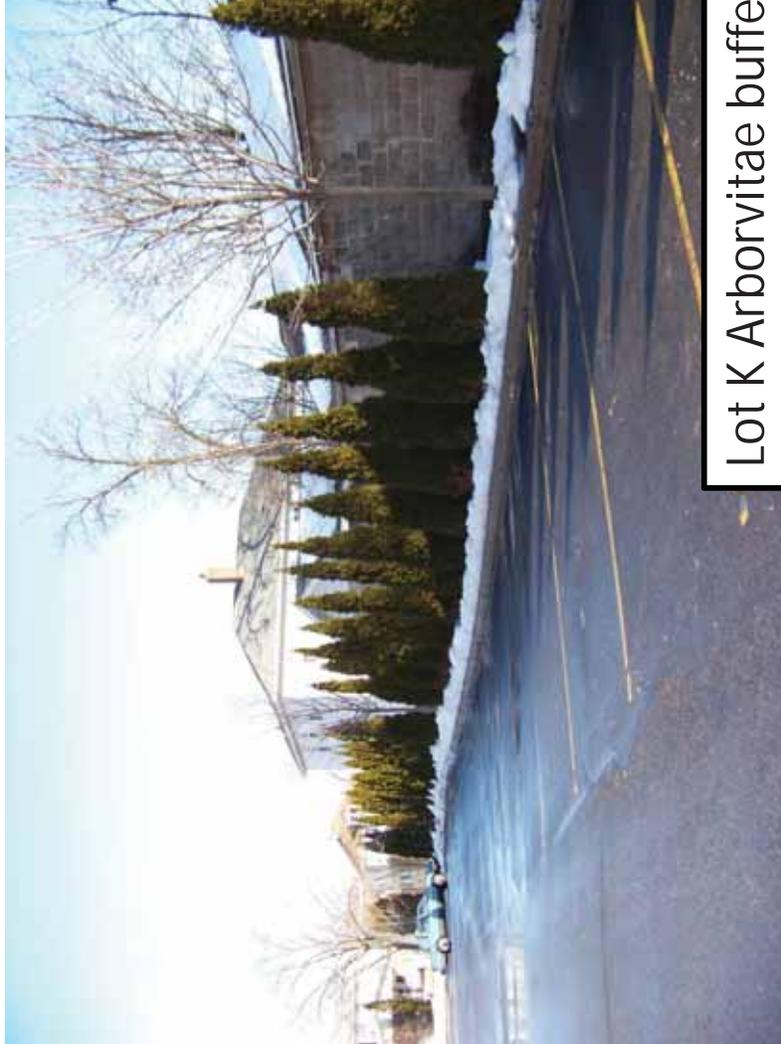
Carl Rasmussen
UWSP Director Facilities Planning
715-346-2781
crasmuss@uwsp.edu



0' 50' 100'



Scale 1" = 60'
Parking Lot T
Concept A (24 stalls net)



Lot K Arborvitae buffer – east of Nelson Hall



View from adjoining property

Lot PV

North Isadore Street

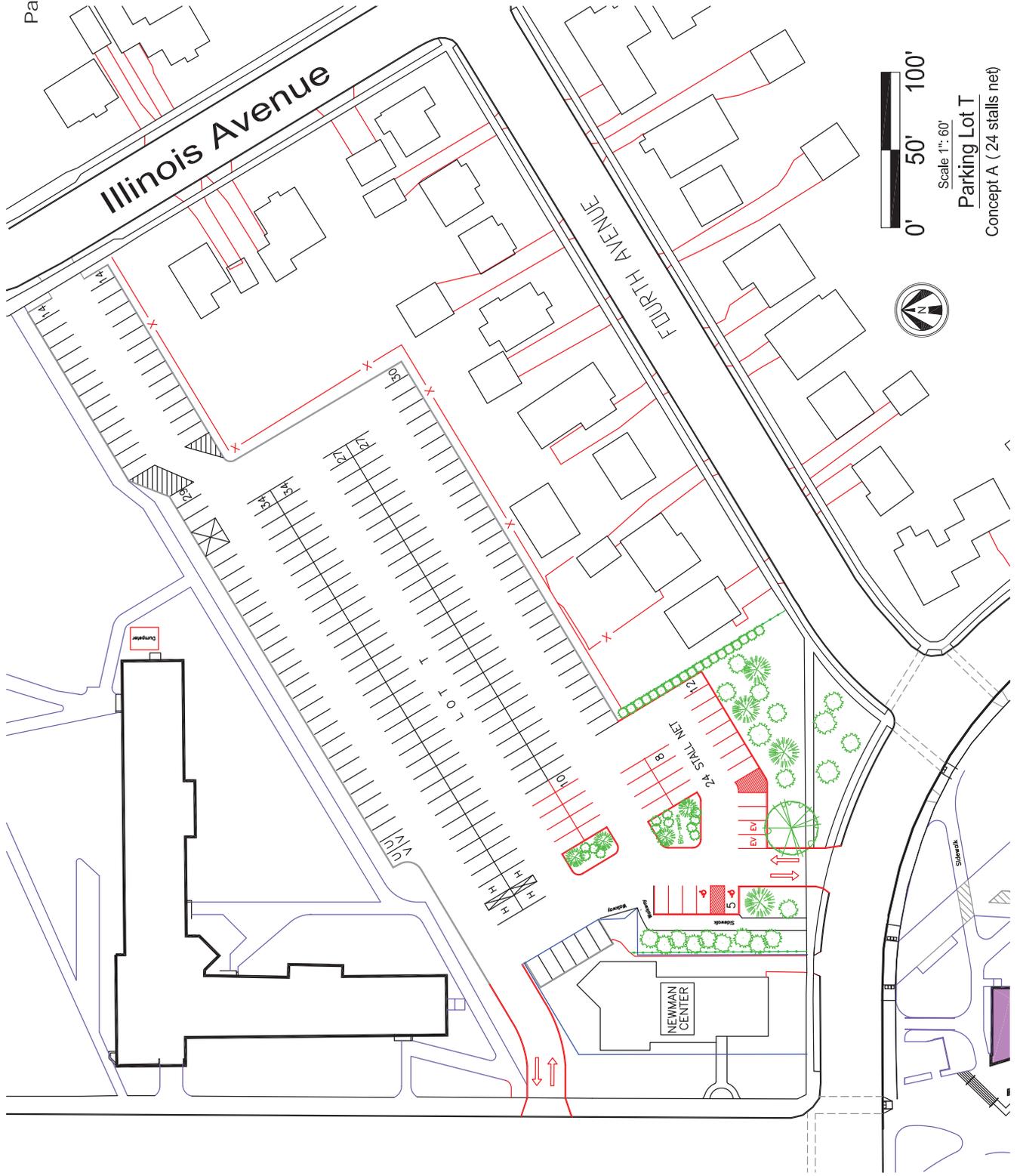
Bio swale landscape



Lot R

Phillips Street

Bio swale landscape



Scale 1" = 60'

Parking Lot T

Concept A (24 stalls net)



Michigan Avenue

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Illinois Avenue

Illinois Avenue

Fourth Avenue

Stanley Street

Vicinity Map

Lot T Expansion

w-Chem Bio site
Site Plan

6/27/16



Fremont Street

Pray-Sims Hall

Lot T

Newman Center

Chemistry
Biology
Building

Stanley Street

Reserve Street

Lot F
(East)

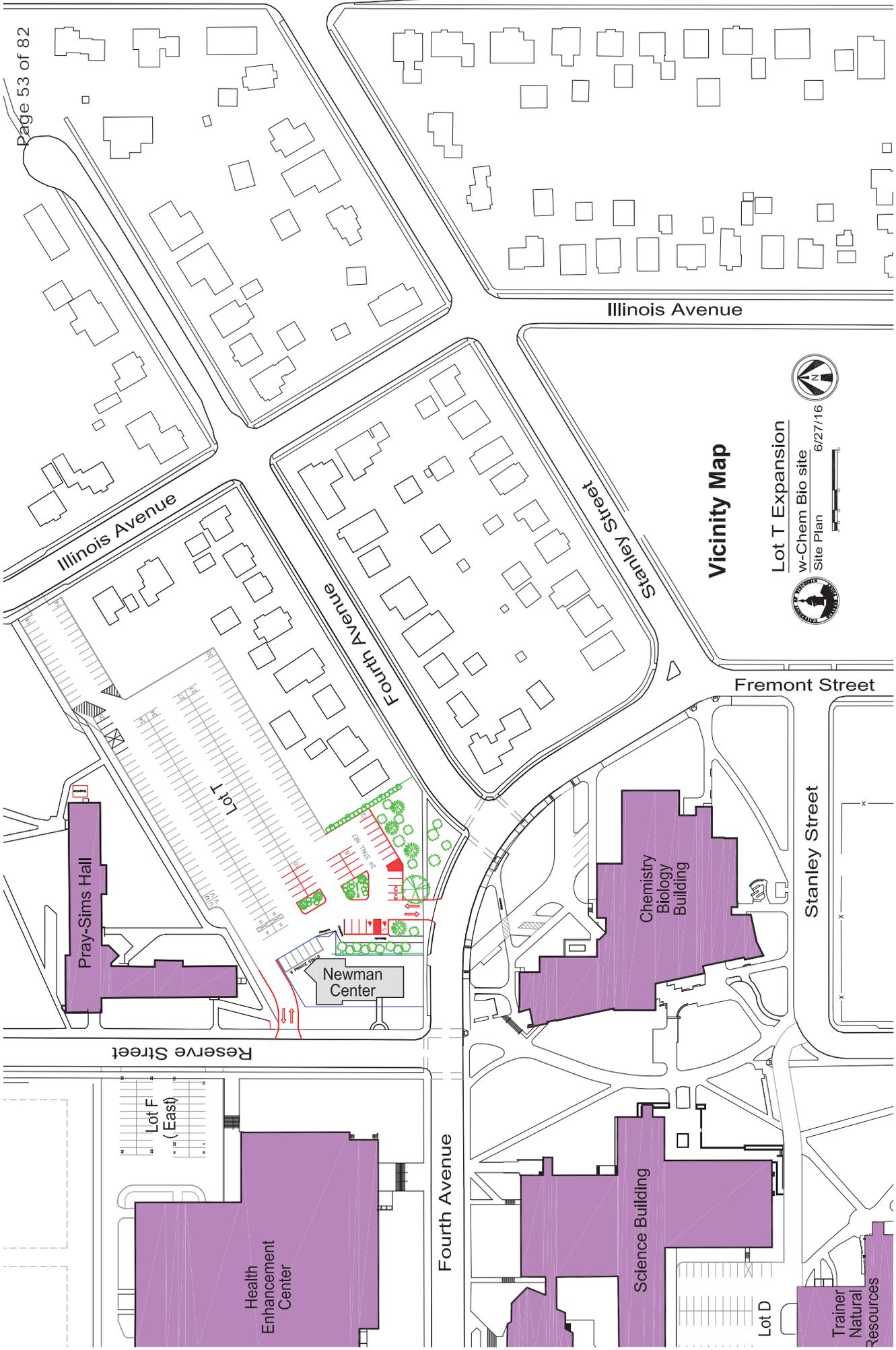
Health
Enhancement
Center

Fourth Avenue

Science Building

Lot D

Trainer
Natural
Resources



Administrative Staff Report

Traditional Neighborhood District
Conditional Use – Construct Home

400 Franklin Street

August 26, 2016



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> • Andrea Olson <p>Staff:</p> <ul style="list-style-type: none"> • Michael Ostrowski, Director mostrowski@stevenspoint.com • Kyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> • 2408-30-4021-07 <p>Zone(s):</p> <ul style="list-style-type: none"> • "R-3" Single and Two-Family Residence District <p>Master Plan:</p> <ul style="list-style-type: none"> • Residential <p>Council District:</p> <ul style="list-style-type: none"> • District 4 – Oberstadt <p>Lot Information:</p> <ul style="list-style-type: none"> • Actual Frontage: 50 feet • Effective Frontage: 50 feet • Effective Depth: 125 feet • Square Footage: 6,250 • Acreage: 0.143 <p>Current Use:</p> <ul style="list-style-type: none"> • Residential <p>Applicable Regulations:</p> <ul style="list-style-type: none"> • 23.01(16), 23.02(1)(e), and 23.02(1)(h) 	<p>Request</p> <p>Request from Andrea Olson for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a home at 400 Franklin Street (Parcel ID 2408-30-4021-07).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> • Application • Renderings/ Photos • Site Plan <p>Findings of Fact</p> <ul style="list-style-type: none"> • The property is zoned R-3 Single and Two-Family Residence District. • The property is within the Traditional Neighborhood Development (TND) Overlay District. • The request is to construct home using reduced setbacks. <p>Staff Recommendation</p> <p>Approve, subject to the submitted plans and the following conditions:</p> <ol style="list-style-type: none"> 1. The driveway shall be no wider than 20 feet. 2. All necessary building permits shall be obtained for the proposed work. 3. All other applicable ordinance requirements shall be met. 4. Staff shall have the right to make minor modifications to the plans.
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Vicinity Map



Background

The applicant is requesting to use the Traditional Neighborhood District (TND) setbacks for all sides to construct a new home. Note that the applicant must first demolish the existing home. Requested setbacks are identified below. Also see the attached site plan and renderings of the home.

TND Standards

Conditional Use Setback requirements:

- Primary Structure
 - Front street yard - 12 feet
 - Corner street side yard - 12 feet
 - Interior side yard - 4 feet
 - Rear yard - 15 feet
- Garage (attached)
 - Front street yard - 20 feet
 - Corner street side yard - 12 feet, with no access to a public street
 - Interior side yard - 4 feet
 - Rear yard - 15 feet

Proposed Home Details

Size (footprint) = Approx. 2,840 square feet

Dimensions = 95 feet x 32 feet

Setbacks:

Primary Street Front (Franklin St) = 15 feet

Street Front (Forest)

- Garage = 20 feet

- Primary Structure = 12 feet

Primary Interior Side = 6 feet

Primary Rear = 15 feet

Ingress/Egress: Forest Street

Standards of Review

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

Analysis: The proposed use is in an area already utilized for single-family, two-family, and in some instances multi-family residences. Lot sizes vary in the neighborhood, between 6,000 and 8,000 square feet, with some homes situated on double lots. Furthermore, home sizes vary with a footprint between 1,000 and 2,000 square feet. The request involves demolishing the existing home, given its deteriorated state, and constructing a much larger home with attached garage.

Findings: A single family use on the lot fits within the neighborhood and should not be detrimental to the health, safety, or general welfare of the public. However, the structure with which the use is located is larger than those within the neighborhood. Larger structures within the neighborhood are typically on larger or double lots, allowing for more separation. The proposed home takes up a majority of the lot and appears to resemble a duplex. The size and configuration of the home are not completely conducive to the neighborhood and may reduce the neighborhood character and aesthetic. However, given that both entrances will be off of two different streets, it does help break up the larger structure.

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

Analysis: A two-family use previously occurred within the existing home on the property. Unfortunately, the two-family use was prohibited, however grandfathered given its longevity, until such use ceases for a year or more. More than a year had lapsed in the use, as the home was and remains vacant. Lot size and dimensions are not met for a new two-family home; however it can be developed for a single family use. The applicant has indicated the use will be single family use.

Findings: The current single-family use is not in conflict with the surrounding neighborhood. The size and configuration, described further below, resemble that of a duplex or two-family residence. While family is defined in the Zoning Code as *an individual, or two or more person related by blood, marriage, adoption, foster child arrangement, or similar legal relationship and functioning as a single housekeeping entity, or such individual or person plus one indivial not having such similar legal relationship but functioning as a part of the single housekeeping entity*, a family would allow for father, and mother, children, grandparents and one additional unrelated person. The applicant has indicated that the design of the home is such to allow for additional family to live on the premise. While the applicant has indicated that the home will be occupied by one family, consisting of multiple generations living on both sides of the home, it creates the appearance of a two-family structure on the small lot. Note that larger lot sizes are required for two-family lots to ensure adequate spacing and setbacks exist for the larger homes, driveways and accessory uses. It furthermore ensures buffer space exists between properties. However, given the trend to push for higher density and smaller lots in the urban area, the proposed structure may showcase what can be done on certain infill projects.

- 3) The establishment of the use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district;

Analysis: The respective area is in an established and developed area of the City. South of the property is Pfiffner Pioneer Park.

Findings: The proposed home construction should not deter any orderly development and improvement of the surrounding properties.

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

Analysis: A two story, 2,840 square foot (footprint) home is proposed on the property. Home construction appears to be of a modern design with flat lines. A two car garage separates the home in two, each half which features an entry deck. Furthermore, the applicant has not provided details regarding the proposed construction materials.



Findings: The proposed home may be at variance with the architectural appeal or function of the neighborhood. As stated in previous standards, the two story, 3,000 plus square foot home is proposed within a neighborhood where predominantly much smaller homes are present. Furthermore, the architecture and design of the home does not match with those in the neighborhood. However, it is important to note that the style and design of the home is to be eco-friendly and energy efficient which plays into the design and construction materials, which are different than those on existing homes within the older neighborhood. Furthermore, this design and related materials may provide uniqueness to the area that again showcases what can be done on an infill project with a modern home.

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

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

Findings: Utilities currently exist in this area.

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

Analysis: Ingress/egress to the site currently exists from Forest Street. The proposed construction included moving the driveway south, to the center of the site, still taking access on Forest Street. The proposed driveway is 25 wide by 20 feet deep.

Findings: Zoning ordinance limits driveways for residential uses to 20 feet. Therefore, staff would recommend the driveway be a maximum of 20 feet wide if approved.

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

Analysis: The proposed use is within the Single and Two-Family Residence District. The intent of this district is to provide for both single family and two family residences intended particularly to act as a transition district between lower intensity uses such as permitted in "C", "R-1", and "R-2" district and higher density districts,

consistent with the City's Comprehensive Plan. This district is intended to be provided for all lands where sewer and water is or will be required.

Findings: The use is consistent with the district, as the property is within a dense, developed area of the city primarily consisting of single and two-family residences.

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

Analysis: The lot is small and does not meet the minimum lot size requirements for size and width, however is an existing lot and therefore can be developed. Reduced setbacks are requested for all sides of the proposed home.

Findings: A single family use is permitted within the zoning district and therefore the request to construct a home is allowed. The reduced setbacks requested, using the Traditional Neighborhood Overlay district standards, triggers a conditional use permit

- 9) The proposal will not result in an over-concentration of high density living facilities in one area so as to result in a substantial or undue adverse effect on the neighborhood, on the school system, and the social and protective services systems of the community.

N/A

- 10) Principal - Applications for exclusive multifamily residential uses: The view from the street should maintain a residential character. The view should be dominated by the building and not by garages, parking, mechanical equipment, garbage containers, or other storage.

N/A

- 11) Access to the site shall be safe.

Analysis: The home faces Forest Street. Access to the site is proposed via a newly positioned driveway along Forest Street.

Findings: See the analysis and findings in standard 6.

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

- a. The Public Works Director, Police Chief, and Fire Chief shall determine whether there is adequate sanitary sewer, potable water, storm drainage, street capacity, emergency access, public protection services, and other utilities to serve the proposed development. They shall review the plan to ensure safety and access for safety vehicles.

Analysis: The property currently exists.

Findings: This standard is met.

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

N/A

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

N/A

After review, staff feels that the development may be in variance with some of the existing neighborhood character given its size and design. However, if the lot was larger, and reduced setbacks not requested, a single family home of this design could be constructed without any Plan Commission or Common Council approval. The size of the home seems to be obtrusive though, to the property and those within the vicinity. Yet, the intent of the Traditional Neighborhood Overlay District is to allow for compact, human scale design, characterized by larger homes on smaller lots with smaller setbacks, which this request arguably meets. Furthermore, the traditional neighborhood element also promotes the need for infill type projects, which this project meets.

In addition to the normal conditional use standards, the following design standards shall be incorporated into each development and will be utilized in the review of conditional use. A conditional use is not automatically allowed. A balance is required between allowing remodeling or modest additions to structures while not unduly affecting the neighboring property owner's enjoyment of open space and light.

- a) The proposed structure shall fit the overall character of the neighborhood. Neighborhood character includes the conformity or nonconformity of buildings in the immediate neighborhood with the setback requirements. Neighborhood character also includes the physical characteristics of the buildings in the immediate neighborhood including such elements as windows, exterior finishes, roof pitch, height of buildings, the diversity or homogeneity of architectural styles, porches, location of garages, density, and the like.
- b) In no case shall the front facade of the building consist of a blank wall or a series of garage doors.
- c) Developers shall vary design elements to avoid monotonous facades.
- d) One ground floor entry shall be oriented to the front of the lot on a public or private street.
- e) Garages shall be sited in several ways:
 - 1) In the rear yard, either attached or detached, accessed from a public street or an alley.
 - 2) Accessed from a public street with the garage doors facing the public street provided it be set back a minimum of two (2) feet from the front façade of the building.
- f) Consideration shall be given to the impact of the proposed addition on neighboring light, ventilation, and privacy from existing windows and yards.

Note that up to the creation and publicizing of this report, the Community Development Department received two calls from a concerned neighbor suggesting the home align with others on the Street. The second was in support of the development.

Photos



Façade Facing Franklin St.



Façade Facing Forest St.



City of Stevens Point
Community Development Department

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

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

R# 1-67281
8-1-16
\$250

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted	8-1-16	Fee Required	\$250.00	Fee Paid	\$250.00
Associated Applications if Any	—	Assigned Case Manager					
Pre-Application Conference Date		Conditional Use Permit Request		Use	<input checked="" type="checkbox"/>	Amend	<input type="checkbox"/>

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Andrea Olson	Contact Name	
Address	410 Franklin St	Address	
City, State, Zip	Stevens Point WI 54481	City, State, Zip	
Telephone	715-570-1475	Telephone	
Fax		Fax	
Email	andrea_olson@mlco.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Bruce Olson	Owner's Name	Dorothy Olson
Address	1911 Apple Ct	Address	
City, State, Zip	Platteville WI 54467	City, State, Zip	
Telephone	715-345-0292	Telephone	
Fax		Fax	
Email	bruceolson@charter.net	Email	

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
400 Franklin St		
Legal Description of Subject Property		
NE Corner of Franklin + Forrest		
Designated Future Land Use Category		Current Use of Property
R3		R3
Explain the land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
Take down current home due to being structurally unsound. Rebuild new home supporting Stevens Point's new push for sustainability in the city.		

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

The neighborhood is composed of mostly two story rented home. A mix of single, two family and licensed homes with many unrelated relatives. This home will be a two story home built to reflect what can be done on a city lot that is eco-friendly. I will encourage others to invest in similar principals. The new structure will also leave a smaller footprint than building a garage that is 20'x30' same size as previous garage.

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

USE OF GOOD ARCHITECTURAL DESIGN, QUALITY MATERIALS, & COLORS THAT EMBRACE THE NEIGHBORHOOD. LANDSCAPE THE PROJECT ONCE IT IS COMPLETED.

Current Zoning Surrounding Subject Property

North:	R3	South:	Pfiffner Building
East:	R3	West:	R3

Current Land Use Surrounding Subject Property

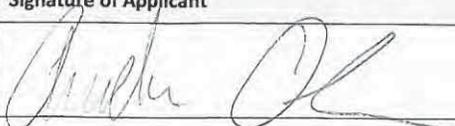
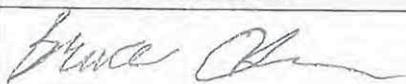
North:	Single Family	South:	Pfiffner Building
East:	Two Family (2 houses are east)	West:	Single Family

EXHIBITS

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

CERTIFICATION AND SIGNATURE

By my signature below, I certify that the information contained in this application is true and correct to the best of my knowledge at the time of the application. I acknowledge that I understand and have complied with all of the submittal requirements and procedures and that this application is a complete application submittal. I further understand that an incomplete application submittal may cause my application to be deferred to the next posted deadline date.

Signature of Applicant	Date	Signature of Property Owner(s)	Date
	3/1/16		3/1/16

Kyle Kearns

Subject: RE: 400 Franklin Conditional Use Permit - TND Reduced Setback Request**Contact Alderperson - District 4**First and Last Name: Bruce & Dorothy Olson (Andrea Olson)

Street Address: 400 Franklin St (410 Franklin St)

City: Stevens Point (change City, State, and/or Zip as needed)

State: WI

Zip: 54481

Phone Number: 715-570-1475

Email Address: andrea_olson@yahoo.com

Please enter your questions or comments below:

Dear Heidi: Per the city we are sending you an email regarding submitting a conditional use permit application for reduced setbacks for 400 Franklin St. Stevens Point, WI. Due to the 2 family home being structurally unsound it is going to be taken down and rebuilt. Our family purchased 400 Franklin St was purchased in June 2015. At that time we hoped to restore the home to its previous glory. We even put a new roof on the structure! After paying for many permits and months of my father and I doing demolition we discovered the house was not going to be able to be saved for less than \$160k-\$200k. It is structurally unsound with major foundation issues, needing most wall and ceilings to be sistered with new lumber, removal and rebuilding of the porches, new windows, new back wall of the home, new electrical, new plumbing, new garage and new insulation (the house had ZERO insulation...not even paper in the walls). To have a home that is always going to need major repairs and not be energy efficient the better option to rebuild. Instead of being disappointed and discouraged, our family wants to demonstrate for our community how an energy efficient eco-friendly home can be build on what our city considers a smaller lot. This is a great opportunity! The City of Stevens Point is currently stressing the importance of Sustainability and Arts. The new home is going to be a future historic building. What we are asking for is to have a conditional use permit to decrease the setbacks to build the home. We talked to the Community Development Department and the setbacks being requested are similar to the current setbacks of buildings and homes in the neighborhood. Information about the new structure: -Local Award Winning Architects: Bill Yudchitz of Revelations Builders and his

son Dan Yudchitz consulting from Minnesota ---They were chosen due to their local roots and their push for sustainable intelligent designs. They create energy efficient buildings that last and harmonize with their surroundings. We are honored to work with them! ---Revelations is also launching a new "Self Build" concept. Their concept allows home owners to build homes with guidance when needed from a licensed contractor and architect. Revelations is currently assisting me with a new staircase at 410 Franklin. This is a wonderful concept. -Eco-Friendly and Sustainability ---Passive Solar and environmentally friendly methods are going to be used to build the home. ---Green space in the yard and on patios/decks for both vegetable and flower gardens (I have both gardens at 410 Franklin) - Midwest Renewable Energy Association ---Started discussions to see if the home could be a featured stop next year due to utilizing renewable energy systems or energy-efficient construction principals that they support and teach about. -Wood in Home ---Hopefully, using principals set forth in Madison and Eau Claire we are going to try to use urban lumber. Trees such the giant 4' wide Oak that were taken down on 6th Ave would be used for flooring and cabinets instead of being cut into firewood or mulch. Ash trees are the focus currently in Eau Claire. ---We have a local small business contact in Plover to dry and mill all lumber. This could be a great opportunity to help this business grow too! Helping local craftsmen! -I do own 410 Franklin St. I do not have any issues with reduced setbacks or having a new structure built on 400 Franklin. I have been renovating 410 to make it safe also with all new plumbing, electrical and putting back load bearing walls that had been removed. -Blog ---Due to the current economic environment the push for sustainability is huge! We are going to capitalize on this opportunity to showcase the struggles and accomplishments we have and will face with the build of this home. I am self employed with a successful online woodworking business. 99% of my sales are outside of Stevens Point. My success is due to a background in online marketing. I'm going to take this home building opportunity to advertise for other local small businesses and to demonstrate how to build a sustainable home, on a budget, in a small town. I want to get other people to invest in Stevens Point and help local small businesses grow. ---Address current changing dynamics in family living situations. With the increasing costs of nursing homes and assisted living facilities building for the future is key. The home will be built for the "now" but also be built to have the ability to care for elderly parents in the future without changing floorplans or renovations. Smart building for all stages in life is something our society in neglecting to do. My family has longevity and we have experienced the joy and difficulties of caring for a 99yr old grandmother. We are taking our future living situations into our own hands now instead of waiting until mobility and finances becomes difficult. Demolition of Current Structure: -The goal is to support local businesses, artists and recycle as much of the structure as

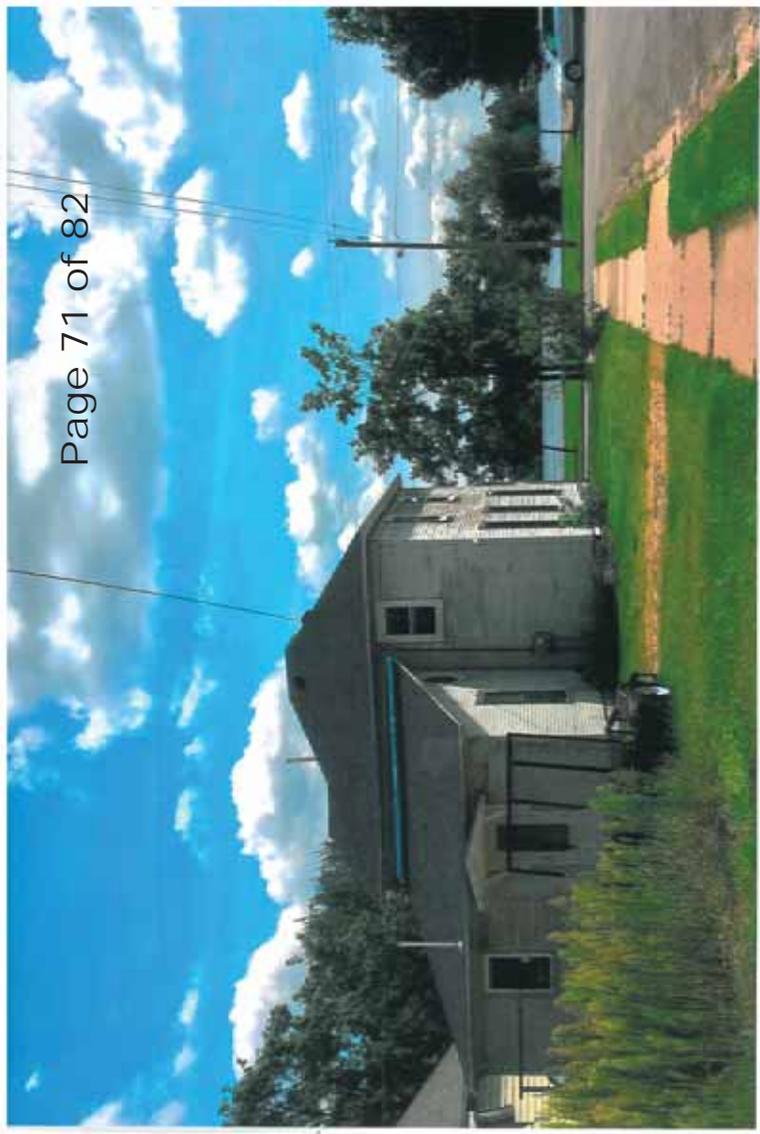
possible. -Building is not historically significant other than being old. We are the second owners of 400 and 410 Franklin St. -Fall of 2015 the asphalt siding was removed. New roof will be recycled like the siding was. -The materials in the current structure are going to be reclaimed by WI Materials Exchange. This is a Stevens Point based small business. We are happy to help them grow with us. They have salvaged 3 structures in a 3 house radius from 400 Franklin St. The materials will help others "build green". They removed the garage at 400 Franklin in 2015 due to being dangerous and structurally unsound. -Some materials are going to local artists and some will be used in the new structure. -Hopeful to use some of the rock from the basement for raised vegetable and flower beds. I, Andrea Olson, do live at 410 Franklin St. I am happy to answer any questions. I work from home and am available 90% of the time. I have provided a lot of additional information about the new structure to help people understand the current situation and the future of the property. I have discussed the situation with neighbors too so they know what is going on. Please keep in mind that the ONLY thing being requested is for a conditional use permit for reduced setbacks that are similar to the current setbacks of buildings and homes in the neighborhood. Thank you, Andrea Olson and Family

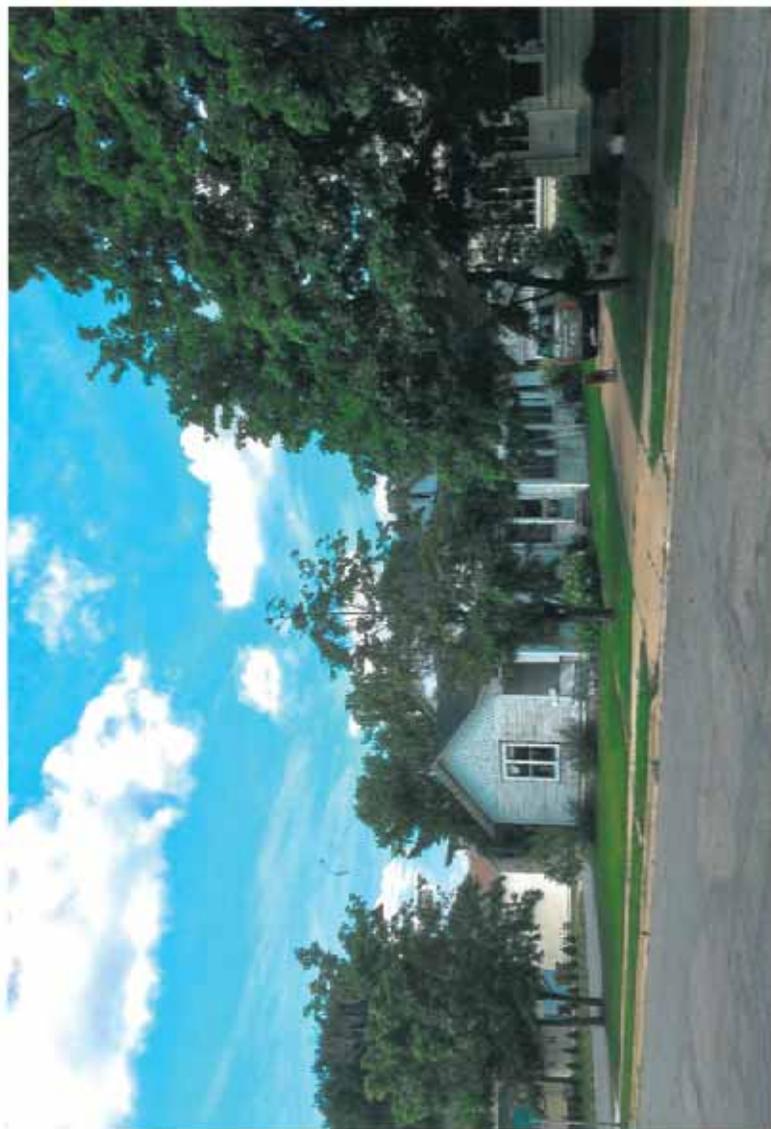
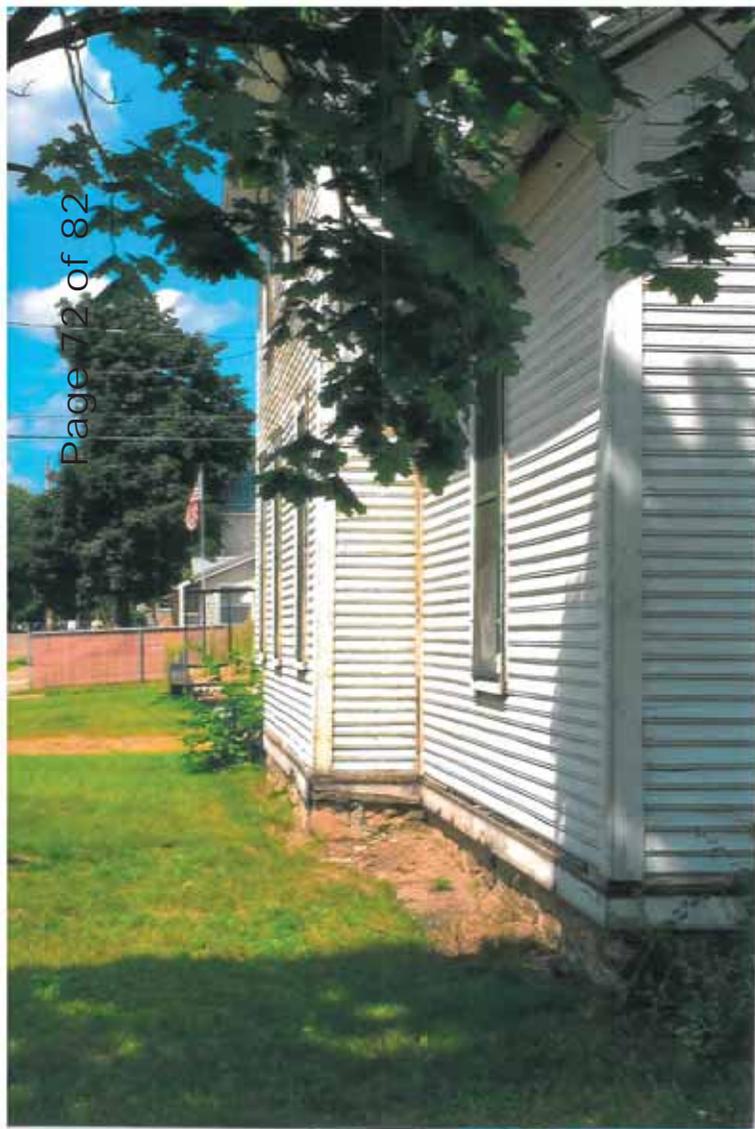


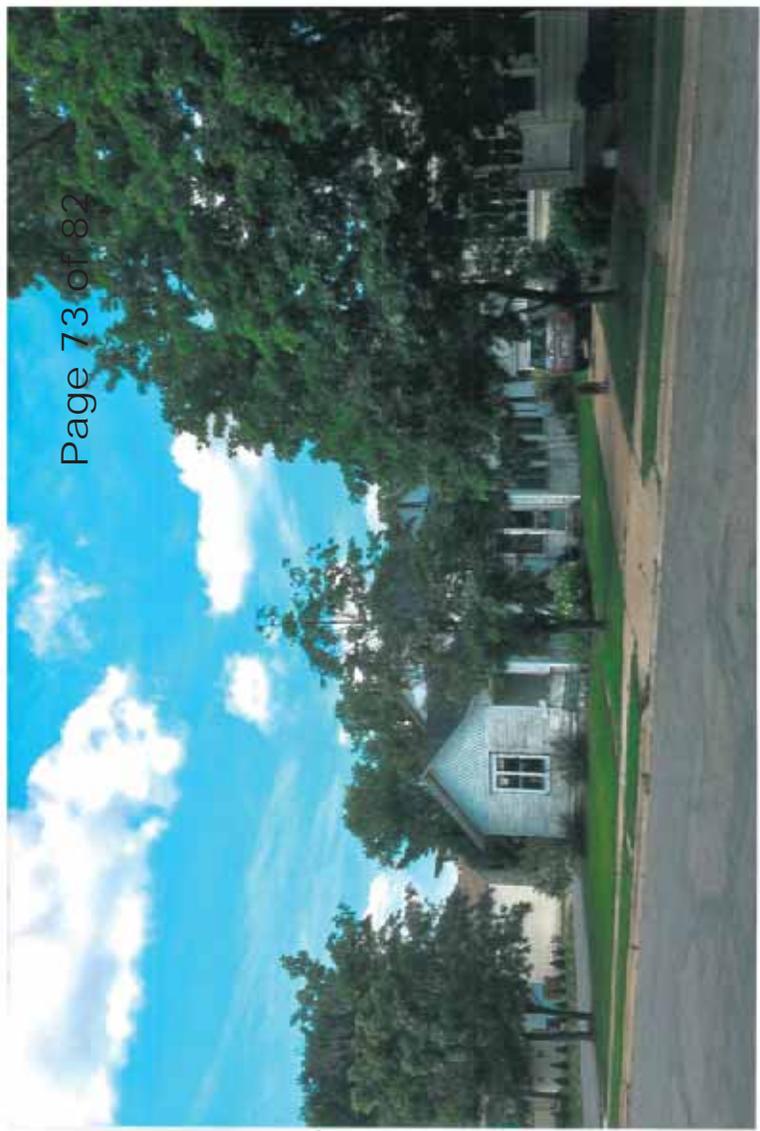


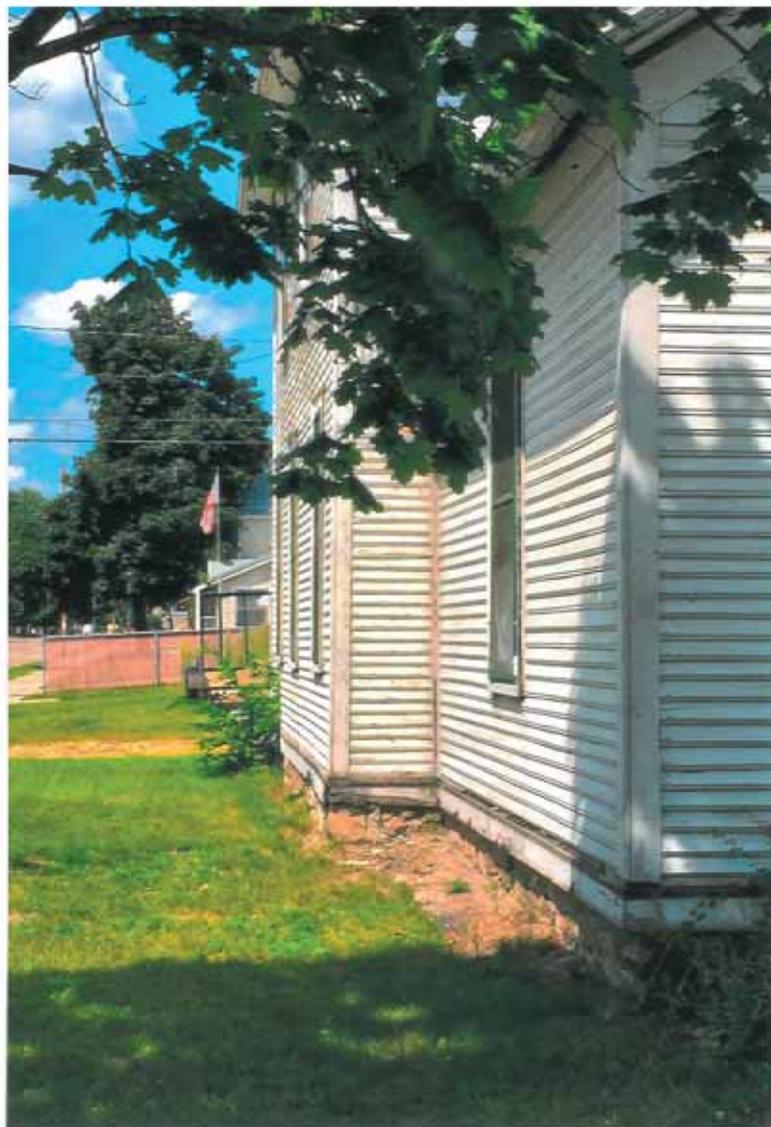
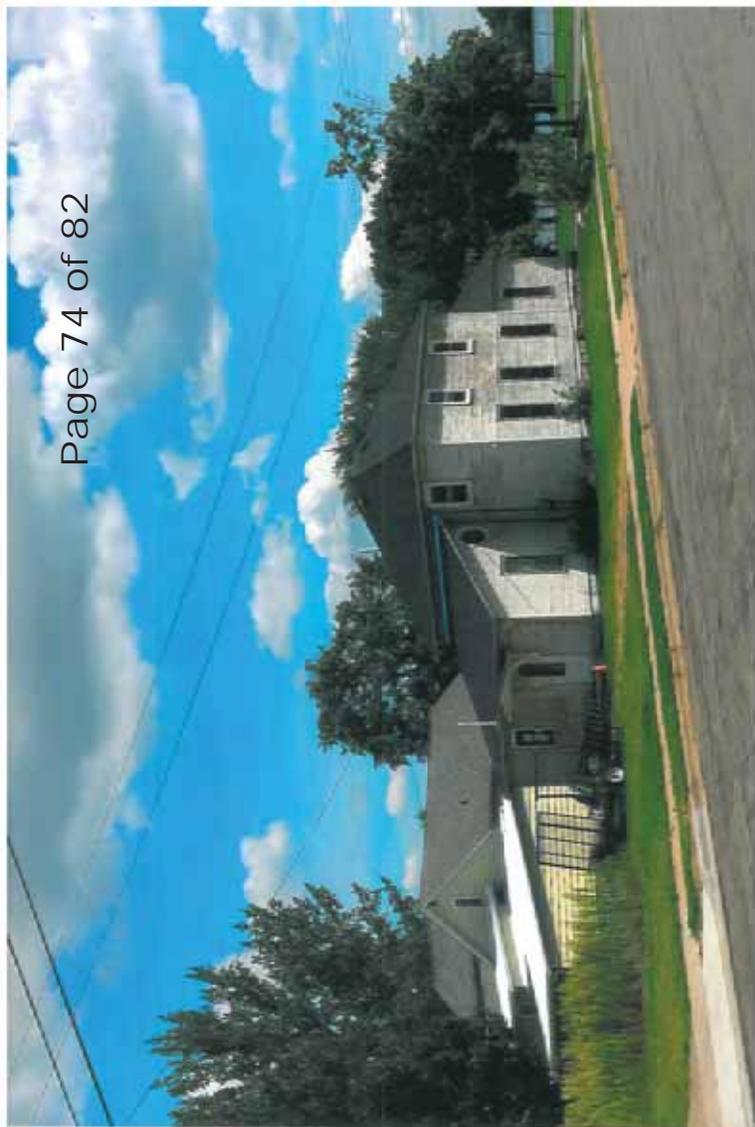


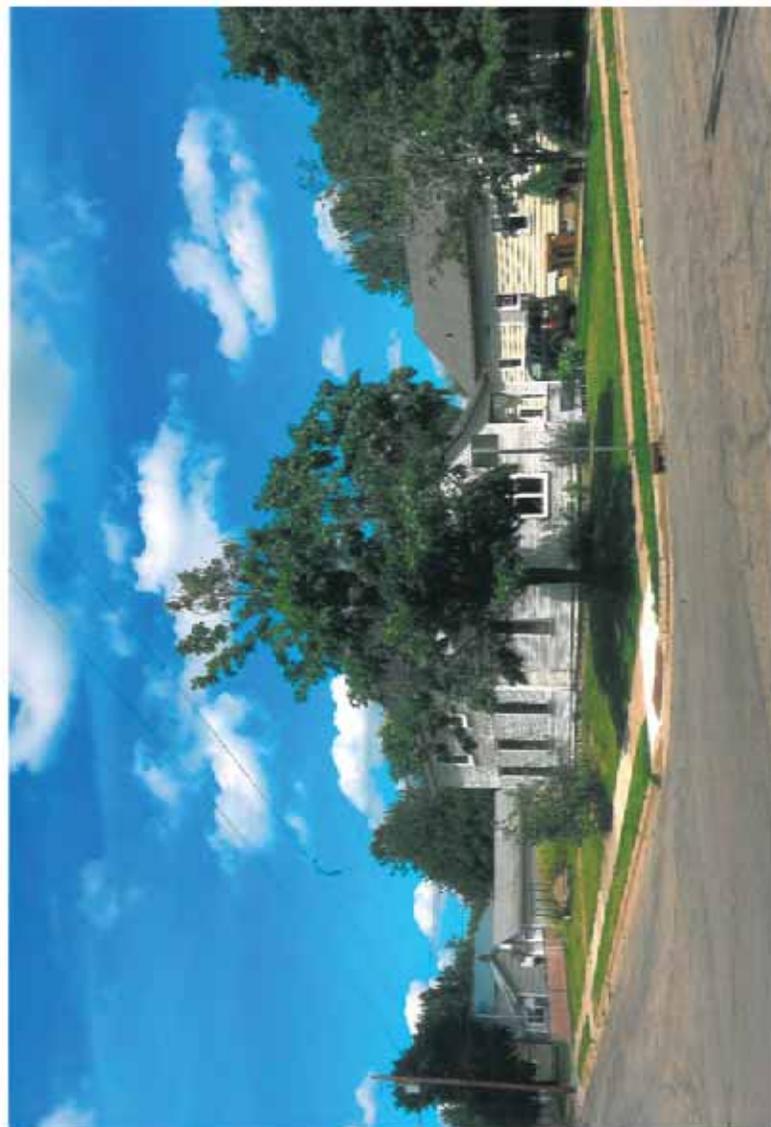
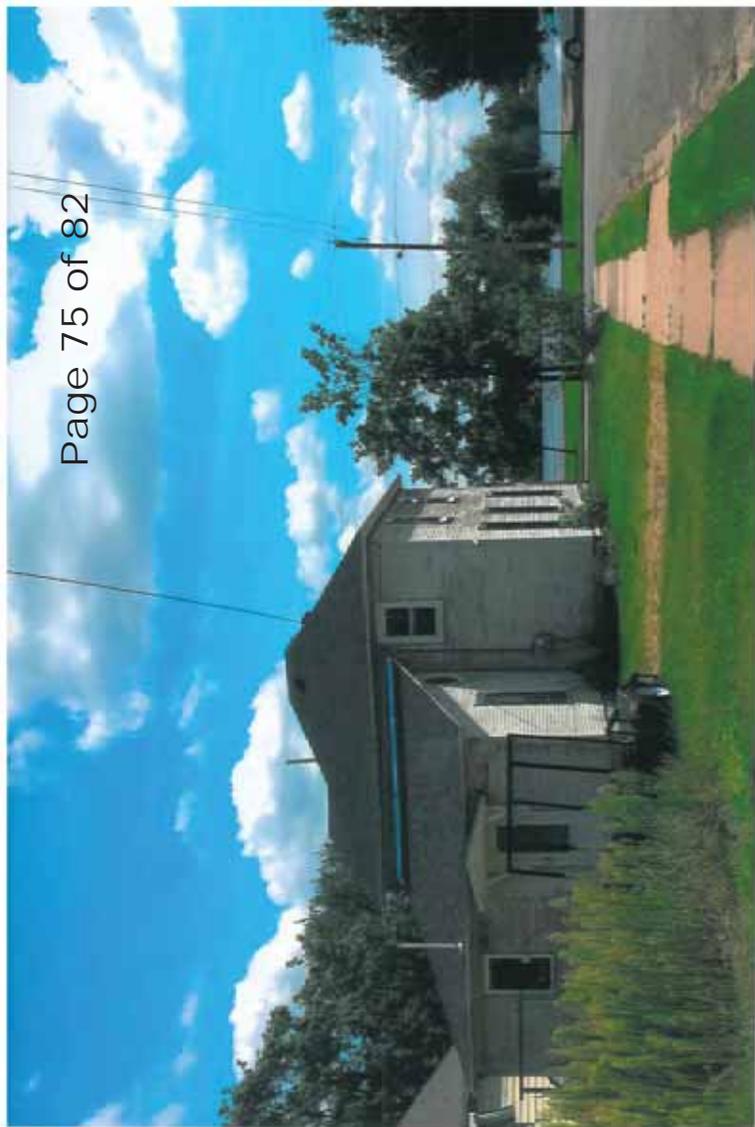
















Administrative Staff Report

Rezone Request

Goerke Field / Park & PJ Jacob's

"R-2" Single Family Residence District

to "R-5" Multiple-Family II Residence District

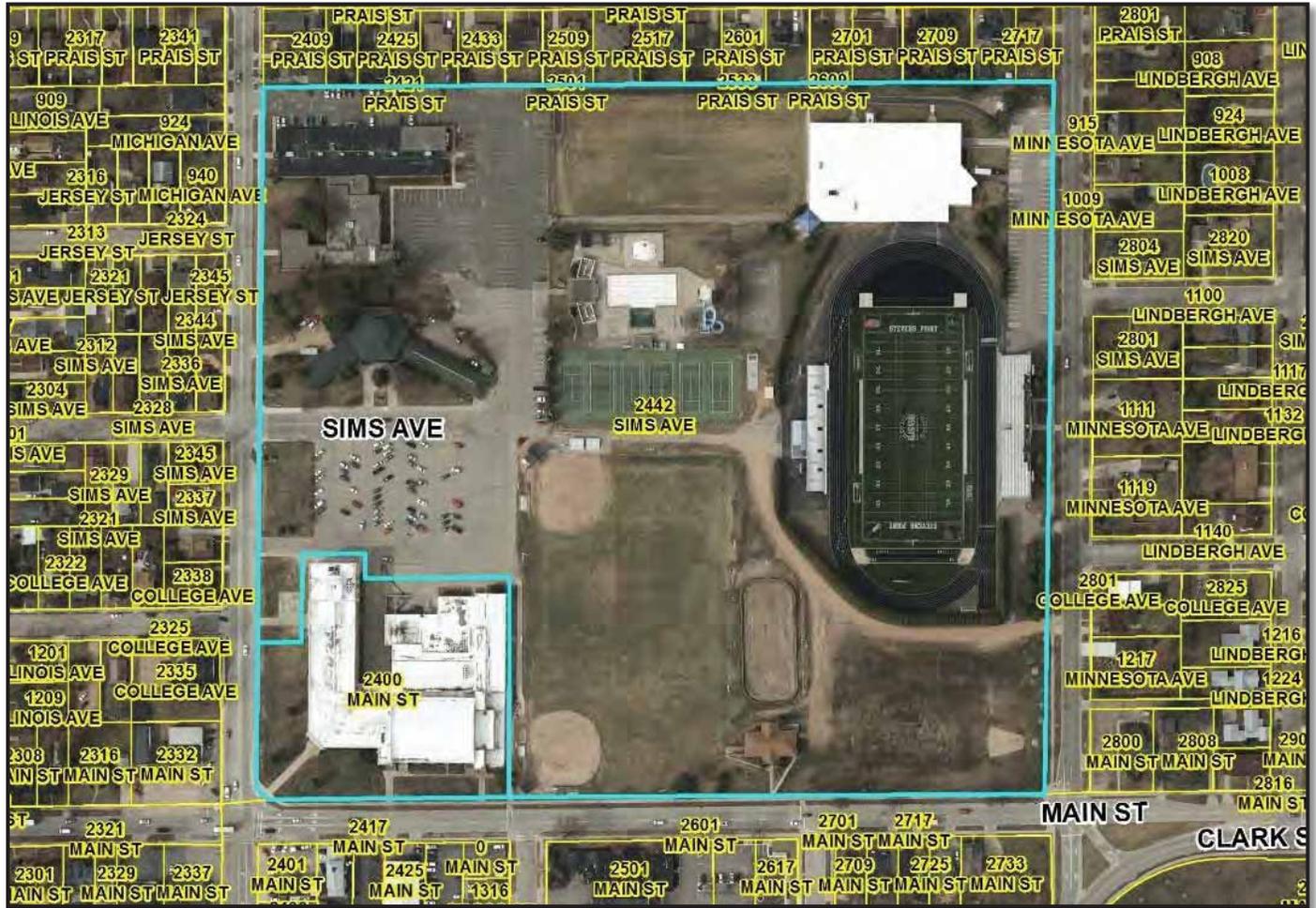
August 25, 2016



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"> City of Stevens Point <p>Staff:</p> <ul style="list-style-type: none"> Michael Ostrowski, Director mostrowski@stevenspoint.com Kyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> 2408-33-2001-05 2408-33-2001-04 <p>Lot Information:</p> <ul style="list-style-type: none"> Square Footage: approx. 1,425,486 Acreage: 32.72 acres <p>Zone(s):</p> <ul style="list-style-type: none"> "R-2" Single Family Residence District <p>Master Plan:</p> <ul style="list-style-type: none"> Institutional / Government <p>Council District:</p> <ul style="list-style-type: none"> District 2: Shorr <p>Current Use:</p> <ul style="list-style-type: none"> Vacant <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 23.02(1)(d) and 23.02(1)(g) 	<p>Request</p> <p>Request from the City of Stevens Point to rezone two parcels north of Main Street and between Michigan Avenue and Minnesota (Parcel ID's 2408-33-2001-05 & 2408-33-2001-04) where the following addresses are present; 2442 Main Street, 941 Michigan Avenue, 1000 Minnesota Avenue, 1100 Minnesota Avenue, 933 Michigan Avenue, and 2400 Main Street from "R-2" Single Family Residence District to "R-5" Multiple Family II Residence District.</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Application <p>Findings of Fact</p> <ul style="list-style-type: none"> The property is zoned "R-2" Single Family Residence District. The request is to rezone two properties, approx. 32.72 acres, to "R-5" Multiple-Family II Residence District. The property is currently utilized for institutional/government purposes, with a school, City Offices, arena, fields, and park space. The request is to allow for office uses in the former Mid-State Technical College Building (933 Michigan Avenue). The City's Comprehensive Plan calls for an institutional/government use on this property. <p>Staff Recommendation</p> <p>Based upon the findings below, staff recommends approving the rezoning request for two parcels, totaling approximately 32 acres (Parcel ID's 2408-33-2001-05 and 2408-33-2001-04) from "R-2" Single Family Residence District to "R-5" Multiple-Family II Residence District.</p>
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Vicinity Map



Background

The City of Stevens Point has elected to pursue leasing the former Mid-State Technical College building located at 933 Michigan Avenue. However, the current zoning classification of "R-2" Single Family Residence District does not allow for professional office type users, which significantly limits the type of users that could locate in the building. Therefore, in order to allow for professional office users to locate in this building, the property needs to be rezoned to a higher zoning classification. In addition, PJ Jacobs is also included in the rezoning request to make a consistent zoning classification for this area and block. The least intense zoning classification that allows for professional office users is the "R-5" Multiple Family II Residence District, which is the zoning classification requested. Note that at this time, no specific user has been identified for leasing the property.

Standards of Review

Rezoning Request

- 1) The parcel(s) meets the minimum lot requirements.

Analysis: Note that several addresses and uses exist on the parcels in question. Furthermore, multi-family uses are not proposed. The minimum lot requirements in the "R-5" Multiple Family II Residence District are as follows:

- Minimum Lot Area: Permitted Uses - 8,000 square feet
Two Family Dwellings – 12,000 square feet
3-4 Unit Dwellings – 15,000 square feet
- Minimum Lot Width: 60 feet, or 80 feet for corner lots

Findings: The current site totals over 32 acres and meets the requirements. The site is unique in that several uses exist, primarily regarding recreation and community. No additional development is slated to occur on the site. Uses on site, specifically within the former Mid-State Technical College Building (933 Michigan Avenue) are limited within the current R-2 Zoning Classification. A rezoning to R-5 Multi-Family II would allow for office type uses within the facility which is available for lease.

2) **The change in zoning is consistent with the City Comprehensive Plan.**

Analysis: While the Comprehensive Plan Future Land Use Map calls for the property to remain institutional/government a rezoning to R-5 will not change a majority of the uses on site. Mid-State Technical College previously operated within the facility under a conditional use permit, however office type uses for the facility, separate from institutional office uses, are prohibited. The R-5 zoning classification is the first to allow for office type uses.



Findings: It is important to note that existing uses on site will remain. It is anticipated that the entire facility will be leased to one or two office tenants. A list permitted uses is described below:

1) *Permitted Uses.*

a) *Permitted uses in "R-4" District except single family residences.*

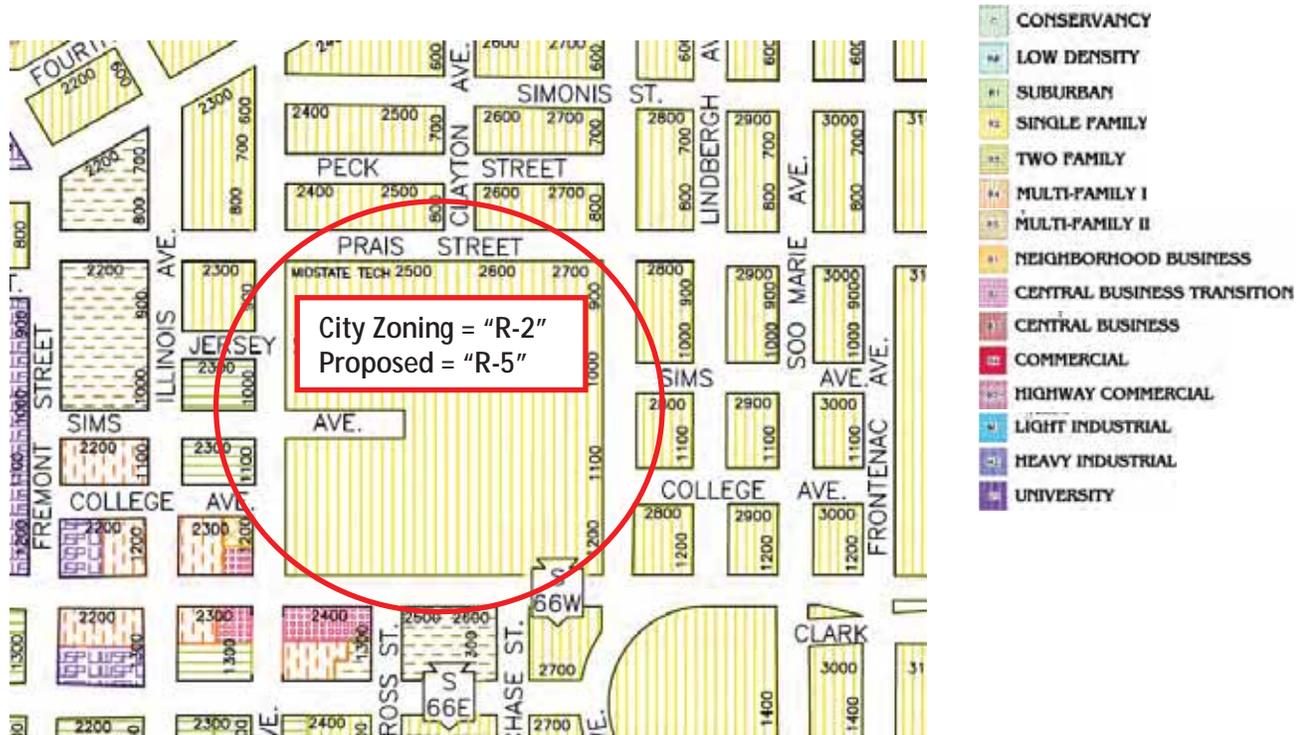
b) *Professional and medical offices that do not conduct any retail or wholesale operation from the premise except for incidental sales not significant in the operation of the business, such as:*

- | | | |
|--|---|--|
| 1) Accountants | 4) pottery shops not over 1,000 sq. ft. | 11) law offices |
| 2) architect | 5) barber and beauty shops | 12) offices for professional and interest group associations |
| 2) art, music, & dance studios & shops | 6) engineer's offices | 13) real estate offices |
| 3) artist & photographer's studios | 7) medical and dental offices | 14) union offices |
| | 8) insurance offices | |
| | 9) business and tax consultants | |
| | 10) salesman's offices | |

3) **The change in zoning will not create adjacent incompatible uses.**

Analysis: The property is zoned "R-2" Single Family Residence District. The following are the current City zoning classifications and uses of adjacent properties:

Direction	Zoning	Use
North	"R-2" Single Family Residence District	Single Family Homes
South	"B-4" Commercial District, "R-5" Multiple-Family II District and "R-2" Single Family Residence District	Businesses, Multi-Family
East	"R-2" Single Family Residence District	Single Family homes
West	"R-3" Single and Two-Family Residence District, and "R-2" Single Family Residence District	Homes, Hospital, Businesses



Zoning Map – City of Stevens Point

Findings: The area primarily consists of residential single family uses, especially to the north and east. Mixed uses of commercial, office, and multi-family exist to the south. As indicated above, uses reflect the zoning within the neighborhood. It is important to note that while the property is proposed to be rezoned to multi-family zoning, multi-family uses are not proposed. Any new development on the property will likely be accessory to the existing uses which are plentiful and include, education, parks, pool, recreation fields, hockey arena, tennis courts, offices, and other accessory uses. Again, the rezoning would allow for office users within the existing, vacant building addressed at 933 Michigan Avenue (former Mid-State Technical College). While it is possible to rezone just the area encompassing 933 Michigan Avenue, the area would need to be delineated from the existing parcel. In addition, the zoning may be considered spot zoning as the zoning does not include the entire parcel and no other R-5 zoning designation is adjacent to 933 Michigan Avenue. However if the entire parcel is rezoned, along with PJ Jacob’s the rezoning is on a larger scale and is adjacent to existing R-5 zoning along Main Street making it more conducive to the surrounding area. Furthermore, this parcel with an R-5 zoning classification serves as a buffer from the higher intensity zoning to the south of B-4 Commercial.

Zoning exists to ensure that incompatible uses do not exist next to each other. Office type uses currently exist on the site, but are institutional/government in nature. One or multiple low intensity office uses should not be

more intense than the former Mid-State Technical College. Hundreds of students and staff regularly accessed the site and building during all daytime hours. One or multiple office users are likely to have regular hours with significantly less employees and patrons accessing the site than the former institutional use.

Based on the findings above, the change in zoning should not create adjacent incompatible uses, and furthermore, conforms to the City's comprehensive plan. Therefore, staff recommends approving the rezoning request.