

AGENDA
CITY PLAN COMMISSION

October 3, 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 September 6, 2016 Plan Commission meeting.
3. **Public Hearing** – Request from Matthew Brown for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 1556 Plover Street (Parcel ID 2408-32-1010-19).
4. Action on the above.
5. **Public Hearing** – Request from Andrew and Susan Beveridge for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 316 Union Street (Parcel ID 2408-29-3002-10).
6. Action on the above.
7. Request from the University of Wisconsin Stevens Point for a site plan review to construct covered bicycle parking facilities at the Dreyfus University Center addressed at 1015 Reserve Street (Parcel ID 2408-33-2004-01), and at the new Chemistry Biology Building addressed at 2101 Fourth Avenue (Parcel ID 2408-28-3007-19).
8. Request from Stratford Sign Company, LLC, representing Huntington Bank, for a sign variance to construct two freestanding signs closer than the required separation distance at 5597 US Highway 10 East (Parcel ID 2408-35-1400-10).
9. Request from Rettler Corporation, representing Operation Bootstrap, for a site plan review to expand the parking lot at 5000 Heffron Street (Parcel ID 2308-02-2301-21), which is a city-owned property.
10. Request from Lindsay and Josh Zimmerman and Michael and Tara Cooper to detach their properties from the City of Stevens Point and join them to the Town of Hull, located at 1400 Somerset Drive (Parcel ID 2408-14-3001-04) and 1396 Somerset Drive (Parcel ID 2408-14-3001-03).
11. Community Development Department Monthly Report for September 2016. *Report will be provided after September 30, 2016.*
12. Adjourn.

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

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

PUBLISH: September 16, 2016 and September 23, 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 October 3, 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 Matthew Brown for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 1556 Plover Street (Parcel ID 2408-32-1010-19). This property is zoned R-3 Single and Two-Family Residence District and described as LOT 1 CSM#2217-8- 75 BNG PRT SUP SUB DIV OF ELLIS RESERVE S32 T24 R8 745029, City of Stevens Point, Portage County, Wisconsin.
2. Request from Andrew and Susan Beveridge for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 316 Union Street (Parcel ID 2408-29-3002-10). This property is zoned R-3 Single and Two-Family Residence District and described as PT NESW S29 T24 R8 DES 220/632 1/2 BNG A PRCL 67' ALG WL UNION ST BY 194' DEEP 477/936 738800-TOD, City of Stevens Point, Portage County, Wisconsin.
3. Request from Kurt Orlikowski for a conditional use permit to increase residential occupancy at 1700 Monroe Street (Parcel ID 2408-32-4035-10). This property is zoned B-3 Central Business District and described as S 85' LOTS 9 & 10 BLK 4 HELM ADD 551872-CERT 553877 553878-STIP 620233, 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

September 6, 2016 – 6:00 PM

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

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

ALSO PRESENT: Director Ostrowski, Associate Planner Kearns, City Attorney Beveridge, Alderperson Shorr, Alderperson Johnson, Alderperson Dugan, Alderperson McComb, Alderperson Phillips, Alderperson Morrow, Nate Enwald, Tori Jennings, Trevor Roark, Chris Doubek, Aaron Cool, Carolyn Cool, Bruce Olson, Andrea Olson, Cheryl Langrek, Charles Stanley, Mary Ann Powell, Anne Brunner, Richard Spreda, Michael Pecore, Carl Rasmussen, and Brandi Makuski.

 INDEX:

1. Roll call.

Present: Wiza, Kneebone, Haines, Bush, Curless, Cooper, Hoppe

Discussion and possible action on the following:

2. Report of the August 1, 2016 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of August 1, 2016 Plan Commission meeting; seconded by Commissioner Curless.

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).

Director Ostrowski explained that this would be a three part request from the university: a comprehensive plan amendment, a rezoning request, and the site plan review of the parking lot. He went on to explain that their overall request was for the expansion of Parking Lot T just north of Fourth Avenue and behind the Newman Center. He stated that they were looking to create an entrance off Fourth Avenue and Reserve Street, with the future land map use identifying the property as residential. He explained that the university had also identified it as part of their growth potential in their master plan in 2007, one year after the plan commission and council had adopted the City's comprehensive plan. In regards to the comprehensive plan, he stated that they had reviewed it, making sure it was in the public interest, and that it had remained consistent with the comprehensive plan. He recommended approval to amend the comprehensive plan future land use map, but noted that they may want to go through this area very specifically during the comprehensive plan update in order to find out where the future growth of the university will start and stop.

Commissioner Brush asked if all three requests were being considered, to which Mayor Wiza clarified that the three would be separate requests, with each one having a public hearing.

Mayor Wiza declared the public hearing open.

Aldersperson Dugan (Eighth District) asked if she could speak about the three requests generally instead of just the first request.

Mayor Wiza referred the question from Aldersperson Dugan to speak generally on all three requests at one public hearing to City Attorney Beveridge.

City Attorney Beveridge stated that she was free to speak on any matter within the public hearing.

Aldersperson Cathy Dugan (Eighth District) stated that while she understood the university's future land use plan which included moving into that area, she was still concerned about several items. Her first concern was with the demolition of houses rather than moving, adding that it was more ecofriendly than razing, or at a minimum that materials from the razed home should be sold. Another concern was encroachment into a long established residential neighborhood. Lastly, she cited concern over the continuation of paving land and urged the need to go up with a parking structure, noting her appreciation in the greenspace they were keeping as a buffer.

Aldersperson David Shorr (Second District) addressed several concerns, the first being the measurement of traffic on Reserve Street and Fourth Avenue, and if it was possible to have all the new driveways go one way, even if on a trial basis. The suggestion of having human directors to assist drivers getting in and out of Lot T during events was also made, as well as the installation of lighting on the front end of construction to aid concerns about security at night. He had noted that the buffer details seemed good, especially with the efforts to keep the large maple tree.

Trevor Roark (601 Washington Ave) stated that he was not speaking for or against the request, but only wished to know how much property tax revenue would be lost by turning the properties into a parking lot.

Mayor Wiza stated the university already owned the properties, so there would be a 0% loss, to which Mr. Roark asked what the amount was prior to ownership. Mayor Wiza stated that while they didn't know, that information could most likely be provided.

Mayor Wiza declared the public hearing closed.

4. Action on the above.

Commissioner Hoppe stressed the importance of establishing firm boundaries within the comprehensive plan to prevent encroachment into the neighborhood as he was concerned about future movement east and asked how they would address that.

Director Ostrowski explained that the university's master plan had been adopted via resolution prior to the city's comprehensive plan and that it had identified the uses they were going to have as well as the general locations of buildings and boundaries, also adding that the university was a large component of the community in terms of an economic, land use, and educational base. He explained that they needed to look twenty years out when dealing with the comprehensive plan instead of what the existing land use was today, noting building locations or parking needs that may need to be met within the next ten to twenty years. Lastly, he stated the need for continued conversations with the university about their future growth potential, as well as the need to work with them as they update their master plan.

Commissioner Hoppe confirmed for clarification that the university would be submitting plans where they would like to see their boundary lines, to which Mayor Wiza stated they already had some plans.

Commissioner Hoppe asked if they would just digest it, to which Director Ostrowski stated that they would work with it. He also reminded the council that as the city's plan, they would adopt it via ordinance with general parameters, and that every land use decision would have to be consistent with the document.

Mayor Wiza added that things did change, and that they would be brought back in time to see if they were still their goals, as they were looking to do the most good for the most people over a long period of time.

Commissioner Curless stated that he wasn't sure more traffic would be there, as they had already removed 300 stalls from Lot X.

Mayor Wiza stated that a reason for the request was because stalls were eliminated from campus and rather than pushing them out into the community, they were trying to add stalls.

Commissioner Curless reaffirmed that he didn't think traffic would be much greater.

Director Ostrowski stated that some of the concern came with having an ingress/egress point off Fourth Avenue and how congested it gets during the school day during class changes. However, he also added that having an entrance off Fourth Avenue would make it easier during events to enter and exit onto Illinois Avenue. Lastly, he noted it would have to be a larger initiative to try and direct people during events.

Commissioner Curless stated that Lot X had an ingress/egress off of Illinois Avenue and that it never really had any problems.

Mayor Wiza stated that he liked Alderperson Shorr's idea of initially having people directing traffic.

Motion by Commissioner Hoppe to approve the 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); seconded by Commissioner Haines.

Motion carried 7-0.

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.

Director Ostrowski summarized that the second request related to the rezoning of the property since it needed to have a proper zoning district of University -U1 in order for a parking lot to occur on the three parcels. He explained that the surrounding areas to the north, south, and west were already university property, with the east boundary coming into residential homes. He noted that a strong percentage of those residential homes were considered to be owner occupied. He went on to

recommend approval, stating that there would be a normal site plan review for the parking lot following this item.

Commissioner Haines asked whether the three homes the university owned were rentals or empty, to which Director Ostrowski stated that one house was gone and the remaining two were rentals.

Mayor Wiza declared the public hearing opened.

Aldersperson Shaun Morrow (Eleventh District) asked if the university's plan included eventually buying the rest of the houses on that same side of the block

Aldersperson Cathy Dugan (Eighth District) urged members of the council to place pressure on the university to start budgeting for a parking structure instead of taking more houses.

Mayor Wiza declared the public hearing closed.

6. Action on the above.

Motion by Aldersperson Kneebone to approve the 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; seconded by Commissioner Curless.

Motion carried 7-0.

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).

Director Ostrowski summarized the final request for a site plan review and parking lot expansion at the existing Lot T within the university owned parcels. He explained that there were three properties in question that they were looking at for the expansion, adding that one of the homes was already demolished and briefly explaining that the university had attempted to sell that home. The three lots combined totaled approximately a half acre in size and the timeline for construction was 2018. The lot would have two additional ingress/egress points, one off Fourth Avenue and the second on Reserve Street in addition to the one currently on Illinois Avenue. In addition, there would be 24 stalls added for a total of 131 stalls which would be hourly metered via kiosk, landscaping and screening, and dark sky compliant LED lightning. He also explained that the science building that was currently being constructed had taken out Lot X which had contained 350-360 stalls, triggering the additional need for stalls on campus. He stated that with the expansion of Lot T, there had been Lot Y south of the fire station which had added about 70 stalls. Staff would recommend approval with the conditions outlined in the staff report.

Commissioner Curless asked whether the owners lived at 2208 Fourth Avenue or if it was a rental property, to which he received confirmation that it was owner occupied.

Commissioner Haines stated her appreciation for a parking structure and noted that it was an ongoing discussion and very expensive to build, to which Mayor Wiza stated it cost about \$25,000 per stall.

Commissioner Haines also noted that while she appreciated the need for it, she was also aware of the system's budget, to which Mayor Wiza stated that he would like to see community partnerships in a structure.

Commissioner Haines stated her appreciation for the ingress/egress being as far away from the existing residences as possible and the additional entrance on Reserve Street.

Mayor Wiza stated that they had been taking comments from the community and trying to come up with something that addressed the majority of concerns.

Commissioner Haines stated her appreciation for the landscaping.

Aldersperson Mary McComb (Ninth District) stated concern over having three entrances and exits from the one parking lot, adding that it was a disaster waiting to happen, especially with the intersections.

Carl Rasmussen (UWSP-1848 Maria Dr) stated that he would be addressing questions and concerns as they were brought up. In reference to Aldersperson Dugan's question on demolition versus moving he summarized the process that the university took in order to attempt to sell the homes, but they had no interested buyers. He added that they had surplus sales where they tried to scavenge what could be sold. In reference to the parking structure, he explained that the university had looked into it after a comprehensive study of the campus had been done in 2013, but that they had been met with concern from surrounding neighbors, as well as the cost of a non-self-funded 13 million dollar project. He noted that while they seemed to have addressed long term parking, hourly parking was in demand, especially after the loss of 340 parking stalls with the approval of the science building. During that time properties started to come up for sale, but he noted that they did not use condemnation authority to buy them as they had approached the owners only when they were ready to sell, noting that they could only buy the properties for the fair market value. Mr. Rasmussen mentioned that once the parcels became available, the economics of a parking garage seemed to go by the wayside. Together with Lot R expanding by 100 spaces, Lot Y by 75 spaces, and with Lot T with 25 spaces, they came close to what they had lost with the loss of Lot X, and felt that those surface lots could meet their needs for the foreseeable future.

Carl Rasmussen (UWSP-1848 Maria Dr) went on to address the traffic management concerns brought up by Aldersperson Shorr, confirming that the intersection of Illinois Avenue and Stanley Street was a challenge as it was near a university and hospital, and stated that they could get some relief by rerouting traffic to the south. He also noted that while he did not have the authority to direct traffic, it was something they would definitely consider as they moved forward. He went on to explain that their intent was to definitely save the maple tree and that they had taken steps to have more than the minimum setbacks, and to have a landscaped, screened area between the lot and residential area. Lastly to Aldersperson Shorr's concern on lightning, he noted that it usually went last in construction and that the lot would most likely be done within 90 days.

Carl Rasmussen (UWSP-1848 Maria Dr) addressed the question of ownership, stating that they had just gained ownership of the parcel on the far east in August. He expanded by explaining that one property had been a rental since 2009, the property near the Newman Center was now used as a staging area for construction, and the third was rented. In reference to buying the rest of the homes on that street, he stated that they would have to go through a formal master planning process, and they could not unilaterally change a boundary without the Board of Regents approving it. He explained the boundary was meant as a communication device to the host community so there

would be a formal notice when boundaries changed. Lastly, he mentioned that while they had looked into that area, there were no immediate plans to continue purchasing along that street as it was predominantly owner occupied.

Mayor Wiza added that the university's comprehensive plan was available online.

Carl Rasmussen (UWSP-1848 Maria Dr) addressed the traffic concern, stating that the two way traffic was no different than what came off Fourth Avenue at the intersection, especially since there had been a drop in traffic that would have gone to Lot X. He also explained that they had been in communication with the city for over a year before moving forward, and along the way they had hired a consultant to do a traffic analysis at the request of the Department of Public Works. Mr. Rasmussen explained that the study had been presented to the city and that it had looked at different driveway intersections, had applied standard traffic modeling, looked at different times of day, traffic loads, scenarios, and disabilities, and had come to the conclusion that it would work. He added that additional signage could be another option, as well as having the driveways work as a system in relieving each other. He added that every metered parking stall was full on campus, but Lot T had 100 out of its 110 stalls free, stating that there was no reason for the lot to be empty on the first day of class, reaffirming the need for access to the lot and stating that the new driveways would have meter utilization go up. Lastly, Mr. Rasmussen mentioned that it would set them up well for athletic and other large events in the quad.

Commissioner Brush asked whether there was any data within the consultant's report on the pedestrian traffic across the sidewalk on Reserve Street. He expressed concern over the large number of students living in the dorms that would come down Reserve Street to continue into the academic core in front of the Newman Center.

Carl Rasmussen (UWSP-1848 Maria Dr) stated that while they were concerned about the traffic on Reserve Street, they would have been more concerned if it was only on Reserve Street. He noted that the intersections were always taken over by students during class changes and that it would be a balance and learning situation on to avoid it during those times. Lastly, he added that having one driveway and not the other would become a problem.

Aldersperson Kneebone stated her opposition to having two more exits and entrances when adding only 24 stalls, stating that the Fourth Street entrance was at a bad curb and a traffic situation, especially when the turnover would not be great.

Aldersperson Cathy Dugan (Eighth District) thanked Mr. Rasmussen for his clarification on the issues and reaffirmed her position on a parking structure.

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

1. A detailed site plan shall be submitted for review and approval by the Community Development Department identifying dimensions, setbacks, and other pertinent requirements.
2. Perimeter landscaping shall be at a minimum 5 feet wide, and a fence and landscaping shall be installed within the east side landscaping perimeter.

3. A detailed landscaping plan shall be submitted for review and approval by the Community Development Department, identifying landscape species and locations.
4. 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.
5. Staff shall have the ability to approve minor modifications to the site plan.

seconded by Commissioner Haines.

Motion by Commissioner Brush to amend the request to allow only the Fourth Avenue entrance and exit, removing the Reserve Street entrance and exit.

Motion to amend failed due to a lack of a second.

Motion carried 5-2, with, Alderperson Kneebone and Commissioner Brush voting in the negative.

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).

Director Ostrowski summarized the 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. He explained that there was an overlay district within the zoning code that would allow for reduced setbacks for properties within older urban areas as many of them were developed with lesser setbacks and smaller lot sizes. To allow for additions, porches, or new construction, they had allowed for reduced setbacks to make sure they were in conformance with the neighborhood. He explained that the existing home on the northeast corner of Franklin Street and Forest Street was attempted to be rehabbed and remodeled, but structural issues led to the decision to demolish the home and rebuild on the existing lot. He went on to explain that due to the property being vacant for one year, it had lost its duplex status and could now only be used as a single family home. After review, the proposed home would have the ingress/egress on Forest Street, the size of the structure would be approximately 2,840 square feet, and the setbacks would be consistent or a little greater than the traditional setback standards. Mr. Ostrowski stated that the reduced setbacks were appropriate for the yard, noting that their only concern was that the structure seemed fairly large for the lot, and that it resembled a two family home even though it would be used as a single family per the definition in the zoning ordinance.

Commissioner Haines asked if it was a single family home, noting that it looked like a duplex with a garage in the middle.

Director Ostrowski stated that the intent was for a single family home on the lot.

Commissioner Curless stated that he had been informed by the applicant that they were planning on having their in-laws live at the residence, and he asked whether they could use it as a duplex further down the road.

Director Ostrowski agreed that there would have to be a larger discussion for accessory dwelling units or mother-in-law suites as they went through the comprehensive plan. He also added that the

zoning code was from 1979 and was not consistent with what the inner core of the city was and potentially not consistent with what they wanted to see in the future and expansion of the city's boundaries.

Commissioner Curless asked if her plans were acceptable with the city, to which Director Ostrowski and Mayor Wiza confirmed that it was.

Mayor Wiza opened the public hearing.

Andrea Olson (410 Franklin St) explained that when they had initially purchased the home, the garage had been on the back of the 400 Franklin property, but had come down due to it being structurally unsound. She explained that the setback difference between the existing home and the old garage was versus where the new home with the attached garage would be was a one foot difference. She also added that that existing home was closer to the road than the one they were requesting with the overall footprint and size of the house was staying the same. Ms. Olson went on to reference surrounding homes that were closer to the lot line and larger in size than 400 Franklin. She noted that they were incorporating green space both on the ground level and rooftop. She stated that they were trying to stress an eco-friendly build and saw it as a great example of someone being invested into the community.

Mayor Wiza stated his concern for the generic rendering, to which Ms. Olson confirmed that the final would have more character.

Aldersperson Cathy Dugan (Eighth District) expressed her appreciation for the builders and the type of buildings they constructed, noting that they were eco-friendly and contemporary. She also stated that a larger discussion for the council and plan commission would be to discuss the benefits and disadvantages of wanting more density, but also providing a balance with green space. Lastly, she stated that there were other communities that wouldn't permit over a certain percentage of impervious construction while the rest remained open to storm water.

Mayor Wiza closed the public hearing.

9. Action on the above.

Motion by Commissioner Haines to approve the 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) with the following conditions:

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.

seconded by Commissioner Curless.

Motion carried 7-0.

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.

Director Ostrowski explained that the property was known as the Goerke Park complex with PJ Jacobs Junior High, or the former Mid-State Technical College building. He explained that the city had decided to look into leasing the former Mid-State facility at 933 Michigan Avenue, but in order to lease it to a non-intuitional type use, such as an office user, the property would have to be rezoned to allow for that certain type of use to occur on the property. He added that the least intensive zoning classification that would allow for professional office users would be R-5 multi-family, noting that they did not want to rezone the property too intensely as it could lead to other uses in the future. The other property that was being included in the rezoning was PJ Jacobs Junior High in order to make it a consistent zoning classification for the entire area. He stated that when looking to rezone a property, it needs to be looked at as if it was a vacant piece of property. He noted however, that the ownership structure between the Goerke complex and PJ Jacobs, any change to either the school or park system would have to come back for a conditional use permit or a site plan review by the plan commission and common council. He explained that while there were no current users identified for that building, rezoning would provide the flexibility to allow office type users to occur without having to line up the office type users first and then come back and look for a rezoning when a timeline could be important. Lastly, he added that the city would have to approve any user and lease via plan commission and common council.

Mayor Wiza stated that he wanted to give some background, stating that they had received a request from the university for that area, but that the council had determined that it was not conducive to the neighborhood and park. He further explained that the most important thing was maintaining control over the evening parking for events at the Willett Ice Arena and Goerke Park, noting that while they could put an institutional use in the building now, it would generate 700 or more people in there at any time. The Mayor stated that they were feeling out the market for a use that would work for the area, and an office type use came to mind as they generally operated between 8:00AM-5:00PM. They were not looking at selling the property, mentioning that it was currently vacant.

Mayor Wiza declared the public hearing open.

Mary Ann Powell (2333 Prais St) expressed concern over the possibility of additional traffic, and asked what the new zoning would allow and if someone could decide to start putting up a big apartment house.

Mayor Wiza stated that the city owned the property and had no plans on selling, to which Ms. Powell asked whether it was a possibility as an R-5 multi-family zone.

Mayor Wiza stated that while it was possible, it was very unlikely and that it would have to go through a series of approvals from the city.

Mary Ann Powell (2333 Prais St) reaffirmed her concern about traffic on Michigan, to which Mayor Wiza stated that the amount of traffic on Michigan has been reduced since the departure of Mid-State.

Mary Ann Powell (2333 Prais St) asked if it was the best use for it was an office building, adding that changing it to R-5 in order to rent it didn't seem like a very good reason.

Mayor Wiza stressed his hesitance in engaging in conversation within a public hearing as it was open in order for people to speak their mind, not answer questions.

Michael Pecore (907 Minnesota) expressed his concern with the R-5 designation, stating that it could be a five-story building and thought it was being categorized improperly, adding that it should be another designation.

Aldersperson David Shorr (Second District) expressed his support for the leasing of old Mid-State and the efforts to keep a modest about of coming and going, as well as thanking the Director in working with him to minimize confusion about the request. However, he added that the rezoning be restricted to the parcel that is needed and associated with the old Mid-State building.

Aldersperson Cathy Dugan (Eighth District) agreed with Aldersperson Shorr's position in rezoning just the Mid-State building to allow a possible office use, as well as the city's future land use within the comprehensive plan that would have the area zoned as Institutional/Governmental. She added that rezoning the whole thing did not make much sense, and encouraged council to rezone it to Institutional/Governmental in order to protect the park and schools in that area.

Charles Stanley (900 Minnesota Ave) stated his opposition to the R-5 zoning as it would allow apartment buildings which was out of character for the neighborhood, adding that there could be another way to zone the Mid-State building.

Mary Ann Powell (2333 Prais St) asked if there was nothing between R-3 and R-5, stating that the letter had said it was the least intensive classification.

Mayor Wiza clarified that it was the least intensive use for what the council's vision was for the building, to which Ms. Powell asked if they could be given an idea of what an R-5 multiple family residence would allow. Mayor Wiza stated that it would be discussed out of the public hearing.

Mayor Wiza declared the public hearing closed.

11. Action on the above.

Director Ostrowski clarified that none of the residences towards the north were slated to be rezoned, and that only the Goerke complex and the PJ Jacobs property were being proposed to be rezoned.

Commissioner Haines added that while there had been a suggestion to rezone only Mid-State, it was actually one big parcel.

Director Ostrowski confirmed that it was one parcel of land, noting that the former Mid-State building was owned by the city and there had not been a need for a separate parcel. He stated that while he had heard a lot of comments about apartment complexes, he said that multi-family would be conditional use within this district, and that the request would have to come before the plan commission and common council who would then review it on its merits, and whether it made sense for that particular neighborhood. He noted that the property was owned and controlled by the city, except PJ Jacobs, and that the uses on the site would be kept in the best interest of the surrounding residences. He stated there was no intent in putting up apartment buildings on the site or any of the surrounding sites, and the intent in rezoning the entire area was to allow office type users for the former Mid-State building.

He reaffirmed the need to look at it as a vacant piece of property, noting that zoning a small piece of property within a larger area would most likely be the wrong step to take from a planning perspective because it would start getting into spot zoning. As an example, he explained that if PJ Jacobs were to be demolished, they could build a single family home on that corner due to its current zoning, and that would likely not be the best use given the intensity of that intersection. He went on to further explain that an R-5 zoning classification would provide a buffer of intensity to the heavier B-4 commercial areas by the intersection before fading out into single or two family residences.

Commissioner Cooper added that they wouldn't go commercial because it would allow for things like an auto shop.

Director Ostrowski added that they would get into uses that they would have no review authority over. While he agreed that an institutional type zoning would be appropriate, it's not something that is currently in the zoning code, but will propose when looking into the zoning code rewrite. He also explained that a future land map use was solely for land use, not zoning designation, adding that a property could be slated for institutional or government use but be zoned differently, whether residential or commercial.

Mayor Wiza reaffirmed that there were no plans whatsoever to put up housing, but also explained that the current zoning would allow for that use. He explained that while the city could sell off the property and build single family homes, it was very unlikely. He reassured everyone that they were trying to find a use that would be complementary to the area while protecting the parking, the use, the neighborhood, and the park-like atmosphere, adding that placing anything in there that would harm those uses would most likely never make it through council. Lastly, he said that while things could happen, the likelihood of those things happening were very slim and the only thing they were trying to do now was to find a least intensive use instead of spending \$30,000-35,000 dollars a year keeping it empty.

Motion by Commissioner Cooper to approve the 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; seconded by Alderperson Kneebone.

Motion carried 7-0.

12. Community Development Department Monthly Report for August 2016. *Report will be provided after August 31, 2016.*

Mayor Wiza reported that there had been 5 million dollars of growth in August, keeping them on track for a record setting year.

Director Ostrowski reported that they had exceeded 2015 total values by July and that they were seeing a lot of growth with commercial and a number of residential homes. He added that the Redevelopment Authority had initiated a request for proposals to do a housing study for the city, stating that they had received 4 proposals. He explained that there had been some concerns in the lack of housing within the community, specifically for individuals wanting to relocate to the city, and

that the housing study would assist in future recommendations on what specific types of housing they should look into.

Commissioner Curless asked how many vacant lots were available in the city, to which Director Ostrowski stated that they were currently doing the analysis for that information, but that most of the growth could incur as infill from people potentially selling double lots.

Commissioner Brush asked if the current demand for housing would require different types of housing other than single family homes.

Director Ostrowski stated he would like to see a diversified housing stock since single family developments, further adding that low density single family homes didn't always pay for themselves as the services the lot required outweighed the cost of taxes paid.

Commissioner Hoppe commented that students were starting to pay attention to the decisions and processes the city made, to which Mayor Wiza affirmed that the city was currently in a good place.

Director Ostrowski reported that they had received the first comprehensive plan chapter back which would be coming forward for review and discussion at a special meeting.

Aldersperson Cathy Dugan (Eighth District) stated that they didn't have to choose between condos, apartments, or single family homes on large lots as there were single family homes that were going up on small lots.

13. Director's Update (*informational purposes only*).

Mayor Wiza reported that the City of Stevens Point had just received a \$390,141 WisDOT Transportation Alternative Program Project Grant to fund a community-wide project that would create about 13 miles of safe bicycling and pedestrian routes through the city's core areas. He also stated that the city would be committed to fronting 20% of the project, with the planning phase beginning in 2017 and construction in 2019. He commended the efforts of the council, and the Bicycle and Pedestrian Advisory Committee for working diligently in compiling it, as well as mentioning that listening to the people and trying to incorporate everybody's ideas was contributing positively to the record growth and vibe of the city.

14. Adjourn.

Meeting adjourned at 8:00 PM.

Administrative Staff Report

Traditional Neighborhood District

Conditional Use Permit – Construct Garage

1556 Plover Street
September 27, 2016



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> • Matthew Brown <p>Staff:</p> <ul style="list-style-type: none"> • Michael Ostrowski, Director mostrowski@stevenspoint.com • Kyle Kearns, Associate Planner kkearns@stevenspoint.com <p>Parcel Number(s):</p> <ul style="list-style-type: none"> • 2408-32-1010-19 <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 9 – McComb <p>Lot Information:</p> <ul style="list-style-type: none"> • Actual Frontage: 45 feet • Effective Frontage: 45 feet • Effective Depth: 120 feet • Square Footage: 5,227 • Acreage: 0.120 <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)(d), and 23.02(1)(h) 	<p>Request</p> <p>Request from Matthew Brown for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 1556 Plover Street (Parcel ID 2408-32-1010-19).</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 detached garage with reduced setbacks. <p>Staff Recommendation</p> <p>Approve the reduced side yard setback to 1 foot along the north side, for the construction of a detached accessory structure, subject to the submitted plans and the following conditions:</p> <ol style="list-style-type: none"> 1. The garage shall compliment the architectural appeal of the main home. Such plans shall be reviewed and approved by the Community Development department. 2. All necessary building permits shall be obtained for the proposed work. 3. Rain gutters shall be installed on the north side of the building and the downspouts shall be directed away from adjacent properties to keep stormwater onsite. 4. All other applicable ordinance requirements shall be met. 5. 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 to construct a detached garage using a 1 foot side yard setback. The existing garage is proposed to be demolished to accommodate for the new garage. The existing garage does not align with the existing driveway and therefore the new garage is proposed in a better location. Lastly, note that the driveway is proposed to be replaced. Below are further details regarding the proposed garage.



Proposed Garage Details

Size (footprint) = 288 square feet

Dimensions = 24 x 12 feet

Setbacks: 1 foot side yard setback

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 garage is on a small lot in a dense neighborhood within the TND district. The majority of homes are utilized for single-family or two-family. Lot sizes vary in the neighborhood, and are between 5,000 and 8,000 square feet, with some homes situated on double lots. Furthermore, the majority of homes have small detached garages. The request involves demolishing the existing garage and constructing a new garage closer to the lot line to better align with the driveway.

Findings: The garage fits within the neighborhood, where other similar size structures exist. Additionally, the size (288 square feet) and configuration of the garage should match that of the home. The garage should not be detrimental to the health, safety, morals, comfort, or general welfare of the neighborhood. Given the close proximity to the adjacent property, staff would recommend that rain gutters be installed on the north side of the building and the downspouts shall be directed away from adjacent properties to keep stormwater onsite.

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

Analysis: The property is used for single family and currently has a detached accessory structure (garage). The deteriorated state of the existing garage has prompted the applicant to construct a new garage which aligns with the existing driveway. Several detached garages exist on neighboring properties that have reduced setbacks, along with homes. The garage is an appropriate size for the lot size.

Findings: The proposed garage should not be injurious to the use and for the purpose already permitted, as a garage currently exist on the property, proposed to be demolished, and several similar garages exist within the neighborhood.

- 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;**

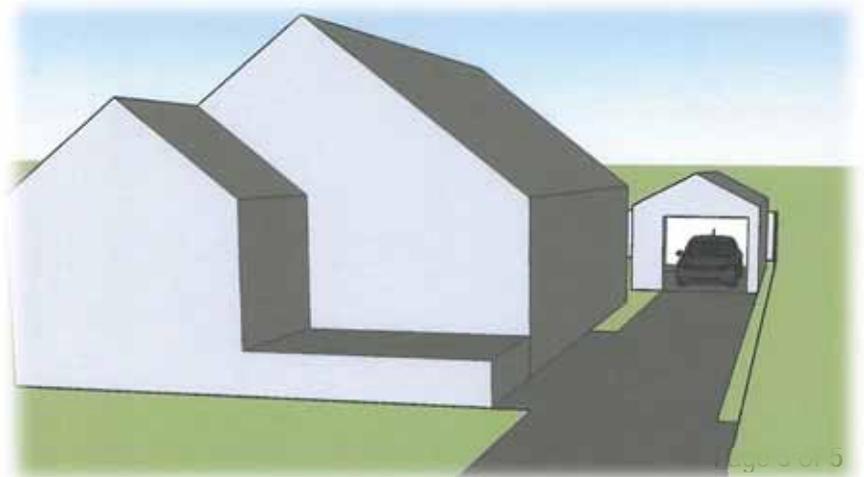
Analysis: The respective area is in an established and developed area of the City.

Findings: The proposed detached garage 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: Specific details have not been provided regarding the detached garage, however the applicant has indicated the new garage will match the house color and materials.

Findings: The proposed garage will match the existing home design, materials and color and therefore, should not be at variance with the exterior architectural appeal and scale



of the existing structures. Staff would recommend a condition to require the detached garage to complement the home in terms of architectural appeal, to be approved by the Community Development department.

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 Plover Street. The driveway is proposed to be reconstructed.

Findings: Staff would recommend that all pertinent zoning requirements be met.

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

Analysis: The 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 the north side of the proposed garage.

Findings: The reduced setbacks requested, using the Traditional Neighborhood Overlay district standards, triggers a conditional use permit. Building codes shall be met as well.

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 Plover Street. Access to the site is proposed via the existing driveway.

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 will not be detrimental to the property or those within the vicinity. Furthermore, the garage fits within the neighborhood, where several similar structures exist. Therefore, staff would recommend approving the reduced side yard setback to 1 foot along the north side of the property, for the construction of a detached accessory structure.



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# 1-67661
\$250
8/29/16

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required	0 250.--	Fee Paid	
Associated Applications if Any				Assigned Case Manager	Kyle Kams		
Pre-Application Conference Date				Conditional Use Permit Request	Use <input checked="" type="checkbox"/>	Amend <input type="checkbox"/>	TND

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input type="checkbox"/>)	
Applicant Name	Matthew Brown	Contact Name	
Address	1556 Plover St	Address	
City, State, Zip	Stevens Point	City, State, Zip	
Telephone	715-630-0496	Telephone	
Fax		Fax	
Email	matthewbrown179@gmail.com	Email	

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
1556 Plover St (Parcel# 2408.32.1010.19)		
Legal Description of Subject Property		
LOT 1 CSM#2217-8- 75 BNG PRT SUP SUB DIV OFELLIS RESERVE S32 T24 R8 745029		
Designated Future Land Use Category		Current Use of Property
R-2		R-2
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)		
<p>We are proposing the demolition of the existing detached garage (which is unusable for vehicle storage due to it's placement) and construction of a new detached garage in line with the driveway (see drawing attached). Due to the narrow lot width (45') we are requesting permission via the "R-TND" Traditional Neighborhood Development Overlay District in our neighborhood to construct the new garage with a 1' side yard setback.</p>		

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

It is not uncommon in our neighborhood to see a variety of creative uses of tight spaces to accommodate garages. We believe that the permission we seek is consistent with the intent of the R-TND overlay, which is "to allow the development and redevelopment of residential land in the city consistent with the design principles of traditional neighborhoods."

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

We intend to design the garage, its roof and gutters to minimize the height of structure and its impact on adjacent property. The new garage will also better match the house color and materials. In addition to the garage project, we also be removing a fence and remove and replace the driveway, both of which are in quite poor condition.

Current Zoning Surrounding Subject Property

North:	R-2	South:	R-2
East:	R-2	West:	Multifamily

Current Land Use Surrounding Subject Property

North:	R-2	South:	
East:		West:	

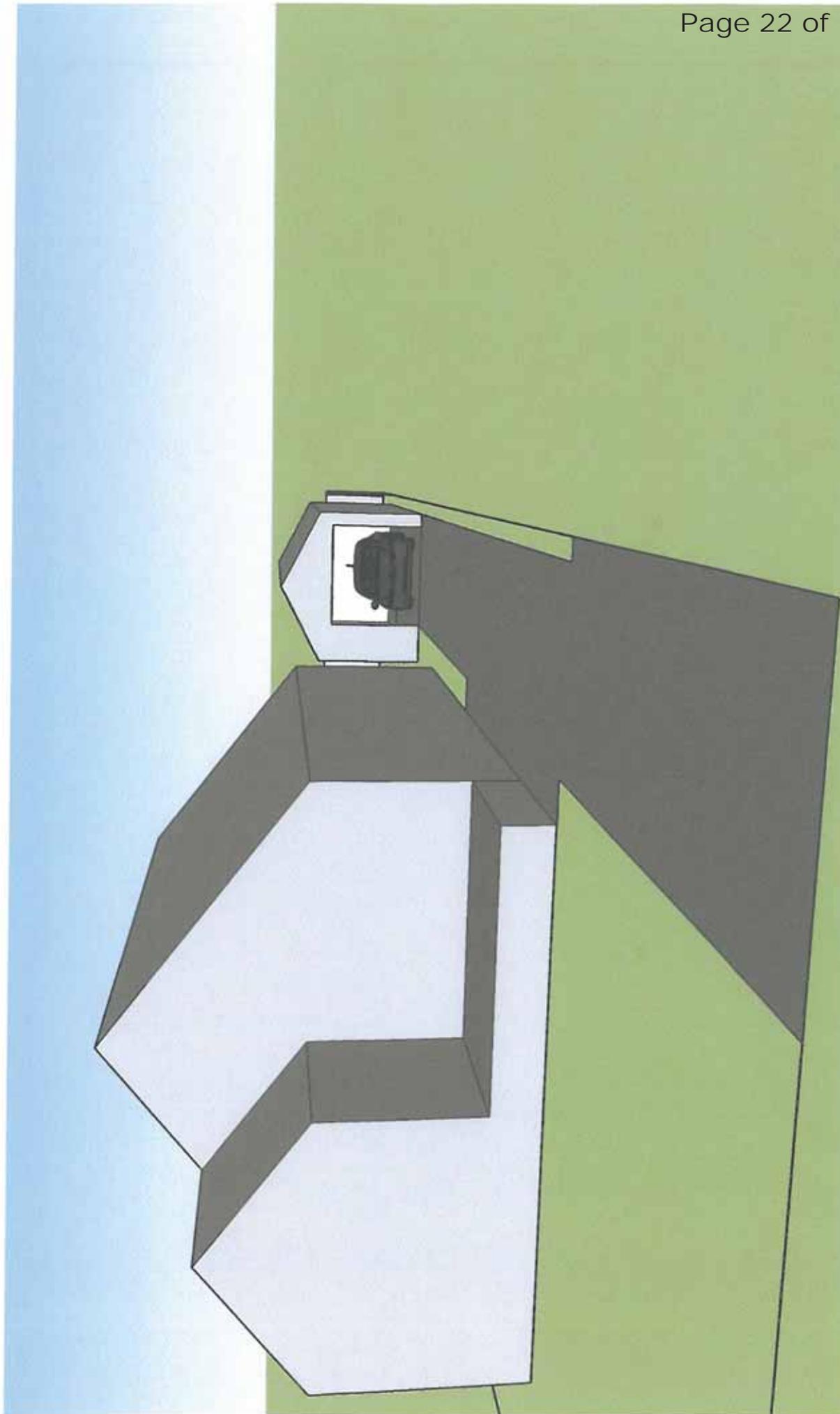
EXHIBITS

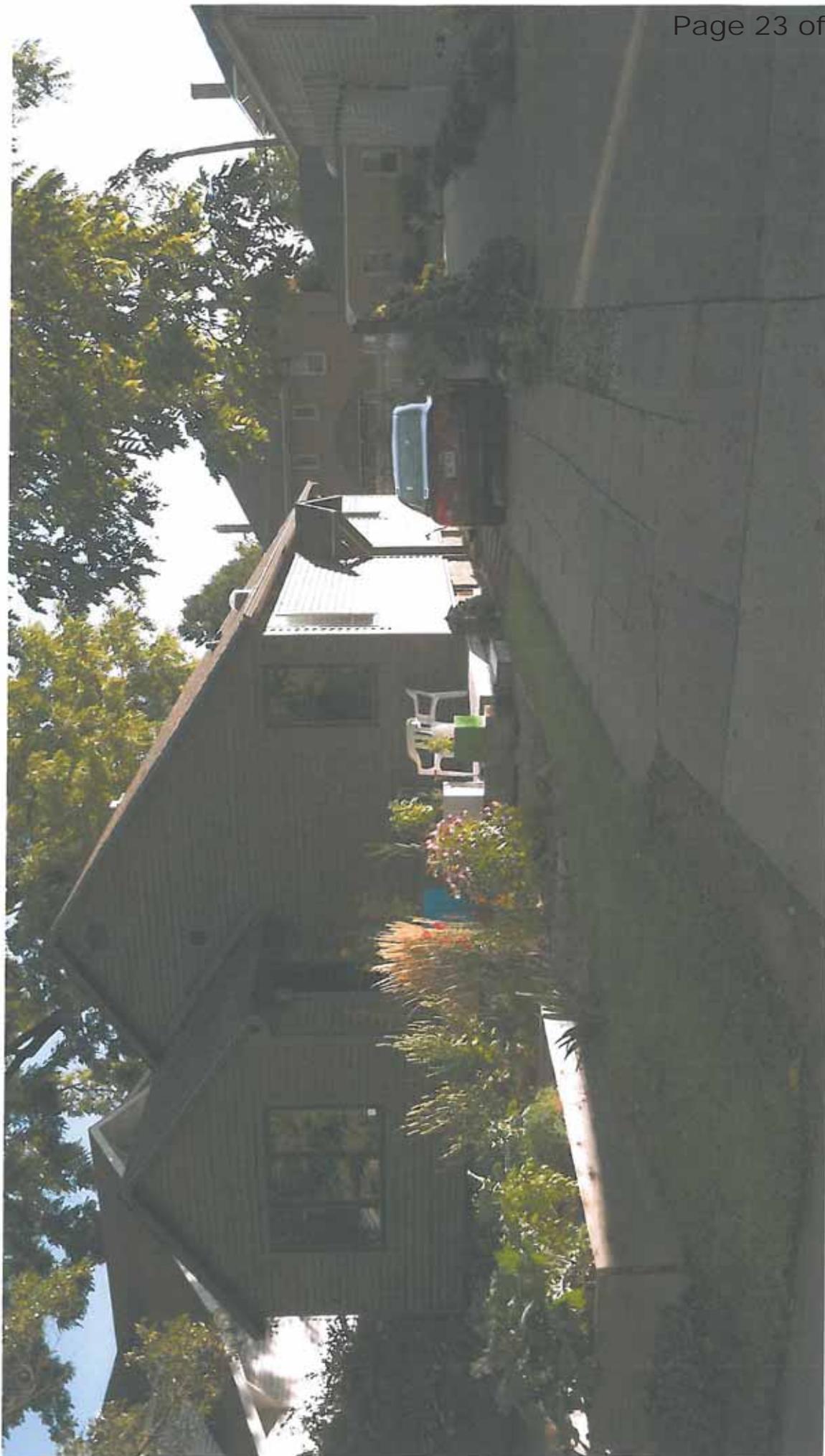
Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any:
Letter to District Alderperson	<input type="checkbox"/>	
Maps (vicinity, zoning, floodplains, wetlands others as requested by staff)	<input type="checkbox"/>	
Site Plan (designating primary, side, and service street frontages)	<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"/>	

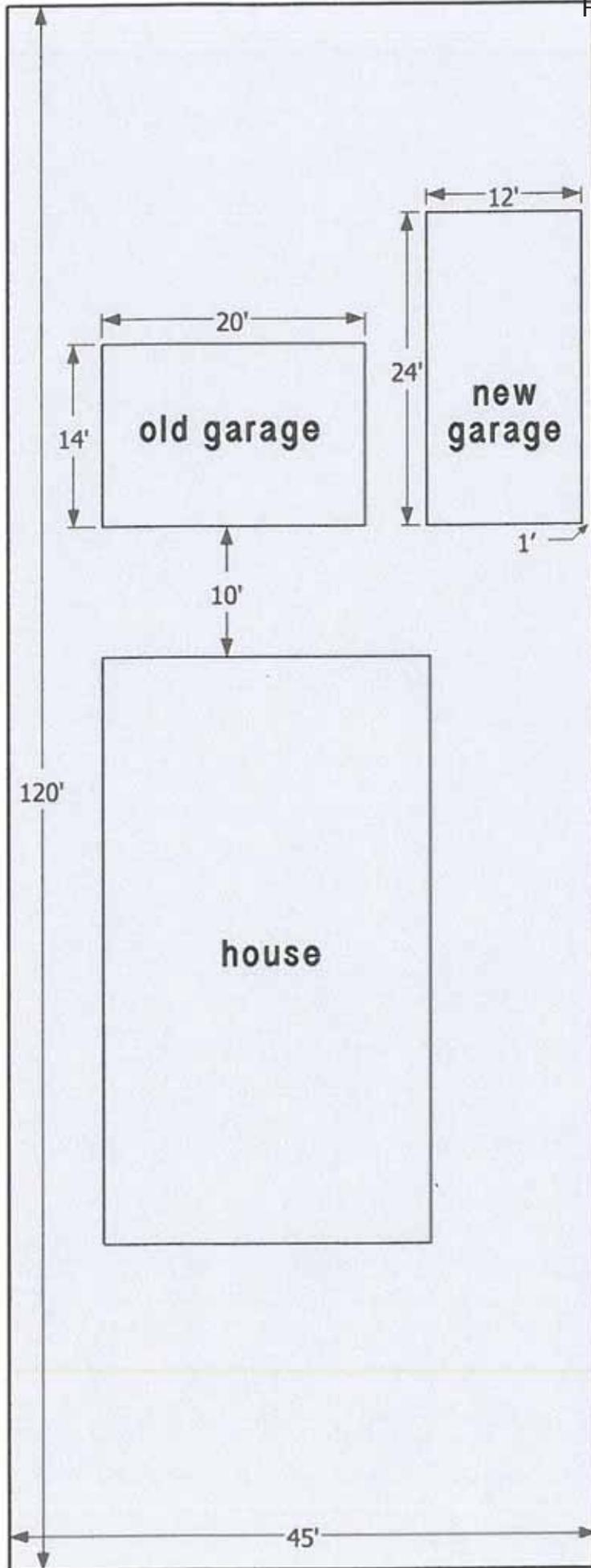
CERTIFICATION AND SIGNATURE

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







Administrative Staff Report

Traditional Neighborhood District
 Conditional Use – Construct Garage

316 Union Street
 September 27 2016



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> Andrew and Susan Beveridge <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"> 2408-29-3002-10 <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 1 – Doxtator <p>Lot Information:</p> <ul style="list-style-type: none"> Actual Frontage: 70 feet Effective Frontage: 70 feet Effective Depth: 192 feet Square Footage: 13,068 Acreage: 0.300 <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)(d), and 23.02(1)(h) 	<p>Request</p> <p>Request from Andrew and Susan Beveridge for a conditional use permit to utilize Traditional Neighborhood Overlay District standards for reduced setbacks to construct a detached garage at 316 Union Street (Parcel ID 2408-29-3002-10).</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 detached garage with reduced setbacks. <p>Staff Recommendation</p> <p>Approve the reduced side yard setback, 1 foot along the north side, for the construction of a detached accessory structure, subject to the submitted plans and the following conditions:</p> <ol style="list-style-type: none"> The garage shall compliment the architectural appeal of the main home. Such plans shall be reviewed and approved by the Community Development department. All necessary building permits shall be obtained for the proposed work. Rain gutters shall be installed on the north side of the building and the downspouts shall be directed away from adjacent properties to keep stormwater onsite. All other applicable ordinance requirements shall be met. 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 to construct a detached garage using a 1 foot side yard setback. The existing garage is proposed to be demolished to accommodate for the new garage. The existing garage is significantly deteriorated beyond repair. In order to align with the driveway and given the location of the home, the applicant is requesting the reduced setback. Lastly, note that the driveway is proposed to be replaced as well. Below and attached are further details regarding the proposed garage.

Proposed Garage Details

- Size (footprint) = 900 square feet
- Dimensions = 25 x 36 feet
- Setbacks: 1 foot side yard setback



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 garage is proposed on a larger lot within the neighborhood, however access to the site and garage exists on the north side where 11 feet separates the home and the northern property line. The majority of homes within the neighborhood are utilized for single-family or two-family. Lot sizes vary in the neighborhood, and are between 8,000 and 15,000 square feet or more, with some homes situated on double lots. Furthermore, both attached and detached garages are prevalent on most lots. The request involves demolishing the existing garage and constructing a new garage within the same vicinity to align with the driveway. Note the existing garage is less than a foot from the property line.

Findings: Lot sizes are much larger within the neighborhood than others nearer downtown, and therefore, garages are larger. Given the similar location and small increased size of the proposed garage, it should not be detrimental to the health, safety morals, comfort, or general welfare of the neighborhood. The applicant has indicated the garage design will match that of the existing home. With the close proximity to the adjacent property, staff would recommend that rain gutters be installed on the north side of the building and the downspouts shall be directed away from adjacent properties to keep stormwater onsite.

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

Analysis: The property is used for single family and currently has a detached accessory structure (garage). The deteriorated state of the existing garage has prompted the applicant to construct a new garage that aligns with the existing driveway. Several detached garages exist on neighboring properties that have reduced setbacks, along with homes. The garage is an appropriate size compared to the larger 3,000 square foot home.

Findings: The proposed garage should not be injurious to the use and for the purpose already permitted, as a garage currently exist on the property, proposed to be demolished, and several similar garages exist within the neighborhood.

- 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.

Findings: The proposed detached garage 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: The applicant has attached a rendering and further architectural details for the garage.



Eliminate porch. Enlarge garage to 25 wide x 36 deep (900 sq ft).

Eliminate N dormer. Possibly change south shed dormer to gabled dormer to match house.

Install smaller windows on N side.

They have also indicated the materials and colors for the garage will match those on the home.

Findings: The proposed garage will match the existing home design, materials, and color and therefore, should not be at variance with the exterior architectural appeal and scale of the existing structures.

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 Union Street. The driveway is proposed to be reconstructed.

Findings: Staff would recommend that all pertinent zoning requirements be met.

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

Analysis: The 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 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 and home exists, however the home and driveway were positioned close to the northern property line. A detached garage may be best suited to match with the existing driveway along the north property line. Reduced setbacks are requested for the north side of the proposed garage.

Findings: The reduced setbacks requested, using the Traditional Neighborhood Overlay district standards, triggers a conditional use permit. Building codes shall be met as well.

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 Union Street. Access to the site is proposed via the existing driveway.

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 will not be detrimental to the property or those within the vicinity. Furthermore, the garage fits within the neighborhood, where several similar structures exist. Therefore, staff would recommend approving the reduced side yard setback, 1 foot along the north side, for the construction of a detached accessory structure.



City of Stevens Point
Community Development Department

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

APPLICATION FOR A CONDITIONAL USE PERMIT

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted	9-2-16	Fee Required	250.00	Fee Paid	250.00
Associated Applications if Any	-	Assigned Case Manager		Conditional Use Permit Request	Kyle Keams		
Pre-Application Conference Date	-	Use	<input checked="" type="checkbox"/>	Amend	<input type="checkbox"/>	TNO	

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	Andrew (Lee) & Susan Beveridge	Contact Name	
Address	316 Union Street	Address	
City, State, Zip	Stevens Point, WI 54481	City, State, Zip	
Telephone	715-341-9629	Telephone	
Fax	715-341-9629	Fax	
Email	antiquefan@hotmail.com	Email	

OWNERSHIP INFORMATION

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

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
316 Union St. 2409.29.3002.10		
Legal Description of Subject Property		
Designated Future Land Use Category	Current Use of Property	
	Residential	
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)		
Raze and replace existing garage (approx 19x29) with 25x36 garage. Current garage is approximately 9 or 10 inches from property line.		
Replace driveway.		
Repaint house.		
All work to be completed by 8/1/17.		

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

The current garage is tin-sided with a wooden floor and believed to have been used as a stable for the adjacent property when originally built.

This is an older neighborhood with a mix of housing styles. Several older existing garages in this area are not conforming with current setback requirements. The proposed new garage will blend in with the existing style of house as well as with neighborhood.

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

Sarah and Linda Strosin own the property directly adjacent to the garage and have been informed of plans to replace it and support the CUP. Since the garage will be new construction and finished on all sides, no negative impact is expected. The backyard at 316 Union is fenced on the S and W side with a cedar panel and lattice fence. The N side has a wire fence. We will extend the panel and lattice fence along the N side. We will also be responsible for replacing a 4-panel fence along the drive that belongs to the Strosins since this fence will need to be removed to accomodate construction.

Current Zoning Surrounding Subject Property

North:	R3 2-family	South:	R3 2 family
East:	R3 2-family	West:	R3 2 family

Current Land Use Surrounding Subject Property

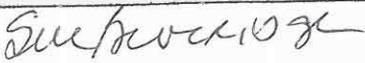
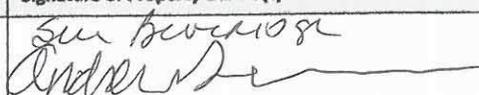
North:	Residential - one family	South:	Residentail - one family
East:	Residentail - two family	West:	Residential - one family

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"/>	

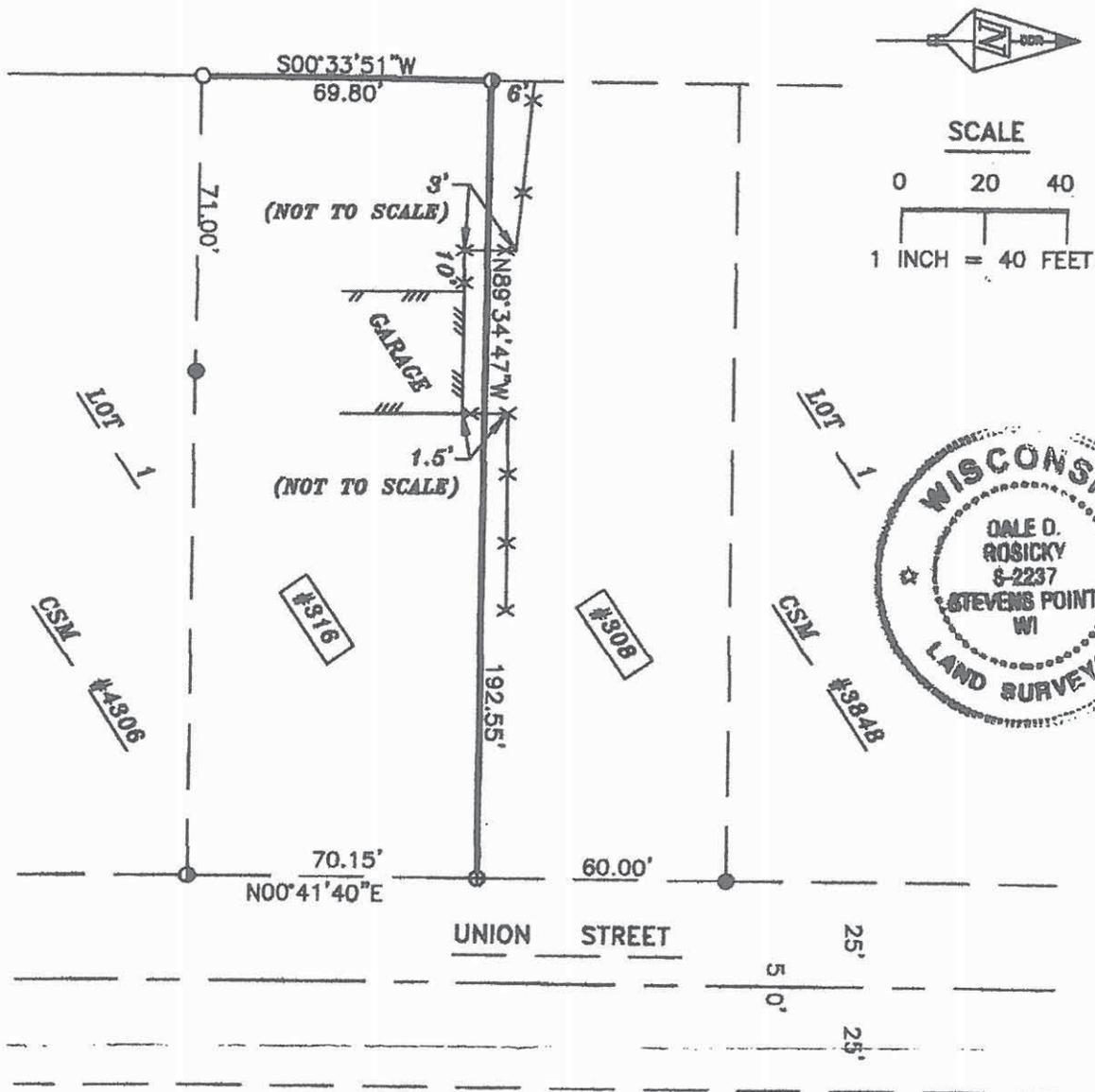
CERTIFICATION AND SIGNATURE

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
	9/2/16		9/2/16

PLAT OF SURVEY

LINE SURVEY FOR ANDREW AND SUSAN BEVERIDGE @ #316 UNION STREET LOCATED IN PART OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4, SECTION 29, TOWN 24 NORTH, RANGE 8 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN



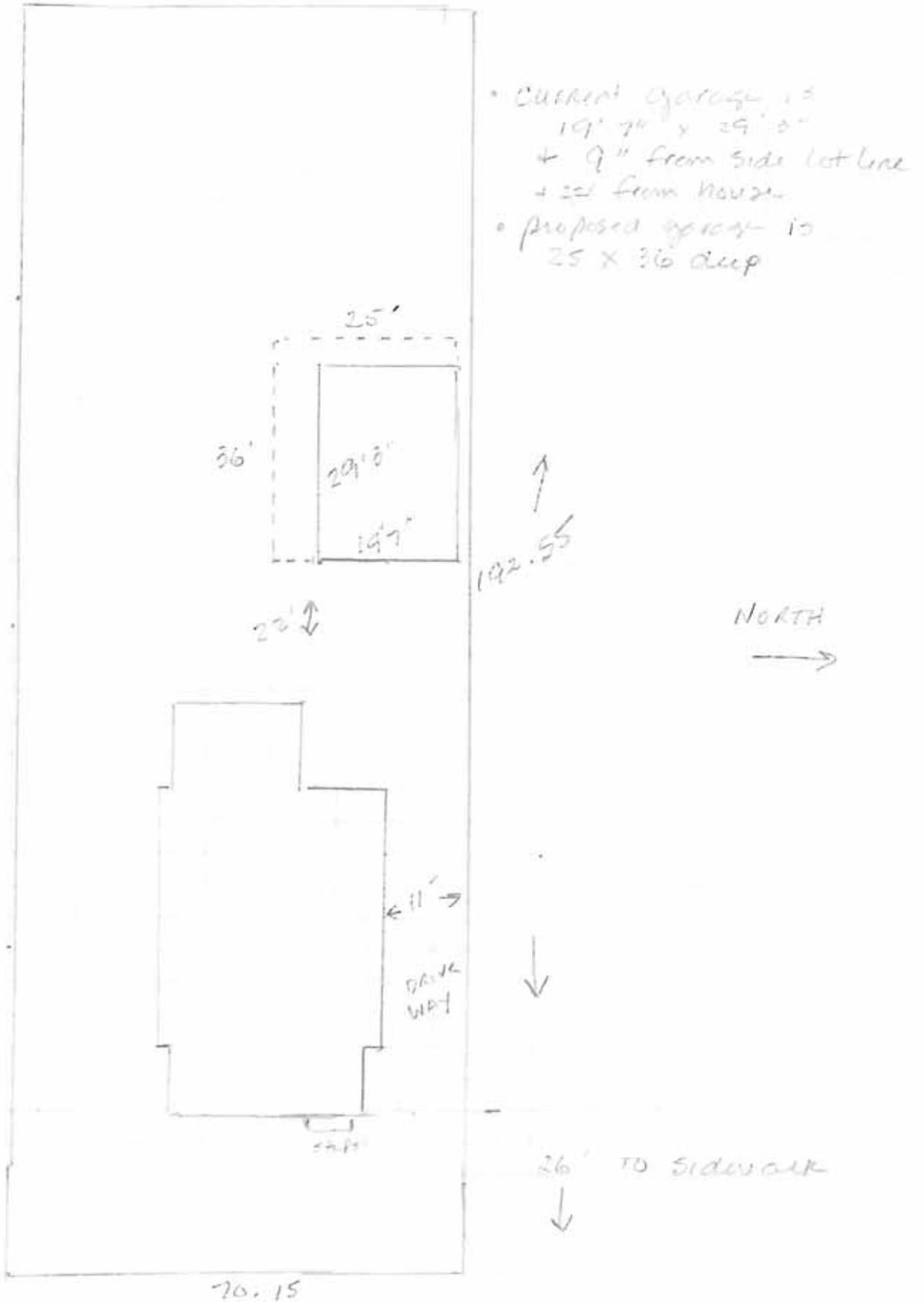
SURVEYOR'S CERTIFICATE

THE PROPERTY AS SHOWN AND DESCRIBED ON THIS MAP WAS SURVEYED UNDER MY DIRECTION AND CONTROL ACCORDING TO THE WISCONSIN ADMINISTRATIVE CODE, CHAPTER A-E7 OF MINIMUM STANDARDS FOR PROPERTY SURVEYS AND IS A CORRECT REPRESENTATION OF SAID SURVEY, TO THE BEST OF MY KNOWLEDGE AND BELIEF.

DATED THIS 4th DAY OF DECEMBER, 2003.

LEGEND

- 1"x18" IRON PIPE SET
[1.69 LBS/FT]
- ⊙ 1" IRON PIPE FOUND
- 3/4" IRON ROD FOUND



Proposed garage – 316 Union Street (Lee & Sue Beveridge)

The Garage Plan Shop - Plan 051G-0052

<https://www.thegarageplanshop.com/051g-0052.php>



Unheated Sq. Ft.	
Garage	780 sq. ft.
Loft	504 sq. ft.
Dimensions	
Width	34 ft. 0 in.
Depth	30 ft. 0 in.
Approx. Height	25 ft. 3 in.
Ceiling Heights	
First Floor	9 ft. 0 in.
Roof Pitch	
4/12 Main	
Roof Framing	
Stick	
Exterior Wall	
2x6	

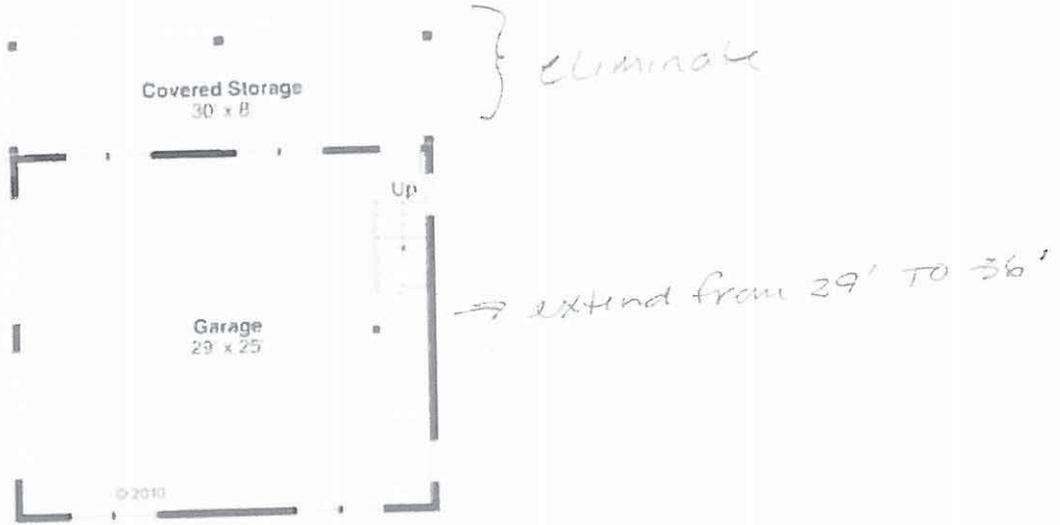
*25 x 36
after porch
13
eliminate*



Eliminate porch. Enlarge garage to 25 wide x 36 deep (900 sq ft).

Eliminate N dormer. Possibly change south shed dormer to gabled dormer to match house.

Install smaller windows on N side.



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: 9/27/2016
 Subject: Request from the University of Wisconsin Stevens for a site plan review to construct covered bicycle parking facilities at the Dreyfus University Center addressed at 1015 Reserve Street (Parcel ID 2408-33-2004-01), and at the new Chemistry Biology Building addressed at 2101 Fourth Avenue (Parcel ID 2408-28-3007-19).

The University of Wisconsin Stevens Point (UWSP) is requesting to install two bicycle parking canopy structures on campus at the locations identified on the map below. One structure is located north of the Dreyfus University Center (1015 Reserve Street) and the second will be south of the new Chemistry Biology Building (2101 Fourth Avenue) along Stanley Street.

The covered bicycle parking facilities will assist in protecting hundreds of bicycles across campus from inclement weather. The two facilities identified are currently proposed, however UWSP staff have indicated plans to install other, similar facilities elsewhere on campus in the future.



The pergola design requested for site 1 will cover a footprint of approximately 30 feet by 12 feet or 360 square feet and will contain approximately 20 bicycle post racks. Site two will be approximately 20 feet by 11 feet or 240 square feet and contain approximately 6 bicycle post racks. See attached drawings for more details. Lastly, the shelters are approximately 9.5 feet tall and constructed of steel and aluminum.



Upon review, the covered bicycle facilities are placed in high traffic areas internally on the UWSP campus. Site location one is proposed where existing bicycle racks exist. Neither location should be detrimental to the neighborhood or to uses within the vicinity. Furthermore, they should not impede traffic or on-site circulation for either location. Therefore, staff would recommend their approval.

Note: Given UWSP's intent to install additional racks of similar design and size throughout campus in the future, staff would recommend approving this design for other locations, yet to be determined on campus, and allow internal review rather than coming back before the Plan Commission and Common Council for each request.



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 SITE PLAN REVIEW

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

*R# 1-68018
\$650
9-26-16*

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted		Fee Required	150.00	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
ID# 281-2408-3320-0401 1010 Fremont	ID# 2408-28-3007-19 2101 Fourth Ave	various future campus locations
Legal Description of Subject Property		
1010 Fremont - PT NWNW S33 T24 R8 207/207-8 55/582 204/25		
LOTS 1 THRU 19 BLK 1 T HELMINSKI & O'S ADD EX PRT LOTS 7&8 & PRT STANLEY ST-589/133 INCL PT LOTS 1&2 BOY&ATWELL 4TH ADD&PRT ABND STANLEY-589/134 VAC 315/570		
Area of Subject Property (Acres/Sq Ft)		
Parcel #1 (10.4 ac) and #2 (2.92 ac) remaining parcels south of Maria Drive: about 100 acres		
Current Zoning District(s)		
U1		

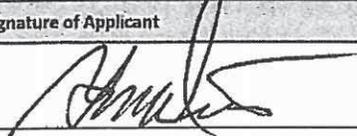
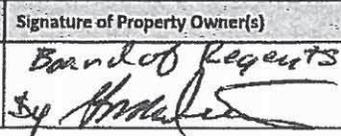
Designated Future Land Use Category	Current Use of Property	Proposed Use of Property
UWSP Institutional	University Institutional	University Institutional
Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
<p>This site plan review involves the installation of two bicycle parking canopy structures on campus. One structure will be located just north of the Dreyfus University Center (1015 Reserve St.) near High Street. The second will be south of the new Chemistry Biology Building (2101 Fourth Ave.) along Stanley Street. Installation will occur this fall 2016.</p> <p>The canopies are intended to provide roof cover for parked bicycles during inclement weather and support bicycling as an alternate means of transportation in all weather conditions. The canopy to be constructed at the Chemistry Biology building was not part of the site drawings reviewed by the Plan Commission and City Council in March 2015. It was added to the construction drawings later. The structure to be constructed has been selected as a campus standard and as the intent is to install additional bicycle canopy structures as funds become available. The Plan Commission is requested to allow the review of installing the additional structures on campus to be handled internally by city staff review. Areas will be selected based on high demand for bicycle parking and high visibility. Areas currently being considered include the northwest corner of the College of Professional Studies, (1901 Fourth Ave.); the southeast corner of the existing Science Building (2001 Fourth Ave) at the Lot D entrance drive; and one at each of the three resident hall quads along Isadore and Reserve Streets.</p>		
Current Zoning Surrounding Subject Property		
North:	#1: R-2 Single Family; #2: U1	South: #1: R-3 Two Family; #2: R-2
East:	#1: R-5 Multi Family; #2: R-2	West: #1: U1; #2: U1
Current Land Use Surrounding Subject Property		
North:	#1: Church #2: Church & University	South: #1: residential; #2: church
East:	#1: hospital and residential; #2 residential	West: #1: university; #2: university

EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any (List):
Letter to District Alderperson	<input checked="" type="checkbox"/>	Photo of structure
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 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
	9/14/16	Board of Regents 	9/16/2016



University of Wisconsin-Stevens Point

Business Affairs
Facilities Planning & Space Management

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

September 14, 2016

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

Garrett Ryan, District 3
1708 Clark St.
Stevens Point, WI 54481

Shaun Morrow, District 11
2509 Falcons Cove
Stevens Point, WI 54481

Dear sirs,

UW-Stevens Point will submit for site plan review a request to construct two bicycle parking canopy structures on campus. One structure will be located just north of the Dreyfus University Center (1015 Reserve St.) near High Street and the second will be south of the new Chemistry Biology Building (2101 Fourth Ave.) along Stanley Street. We plan to submit the documents for review by the City Plan Commission at their October 3 meeting and the City Council at their October 17 meeting.

The structure type has been selected as a campus standard. The canopies are intended to provide roof cover for parked bicycles during inclement weather and support bicycling as an alternate means of transportation in all weather conditions. The canopy to be constructed at the Chemistry Biology building was not part of the site drawings reviewed by the Plan Commission and City Council in March 2015. It was added to the construction drawings later. As the campus intent is to install additional bicycle structures as funds become available we will request the Plan Commission to allow review of the construction of additional structures on campus to be handled internally by staff review. Areas will be selected based on high demand for bicycle parking and high visibility. Areas being considered include the northwest corner of the College of Professional Studies, (1901 Fourth Ave.); southeast of the existing Science Building (2001 Fourth Ave); and at each of the three resident hall quads along Isadore and Reserve Streets.

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.

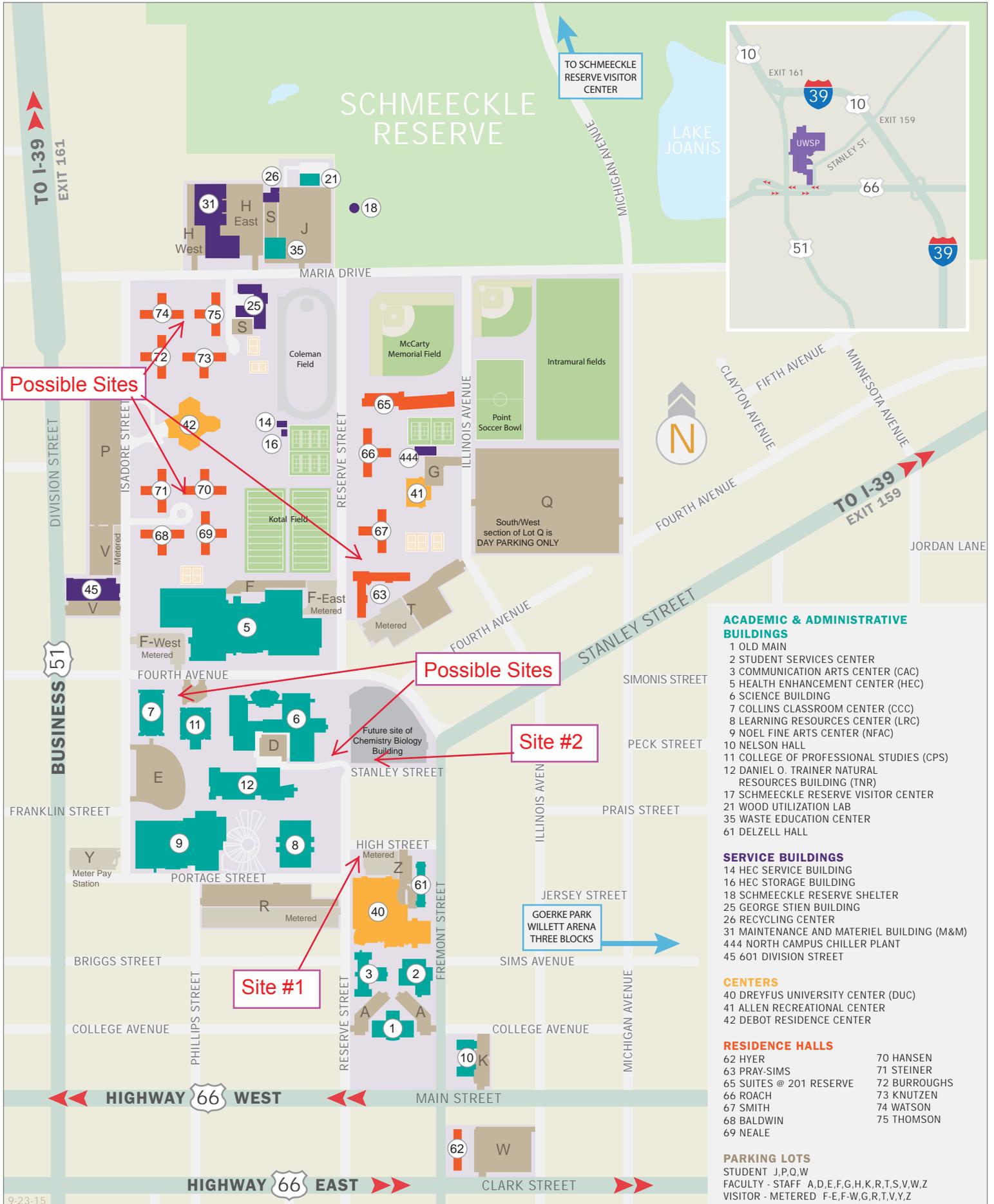
If you have questions, do not hesitate to call or drop me an email.

Thank-you all for your consideration,

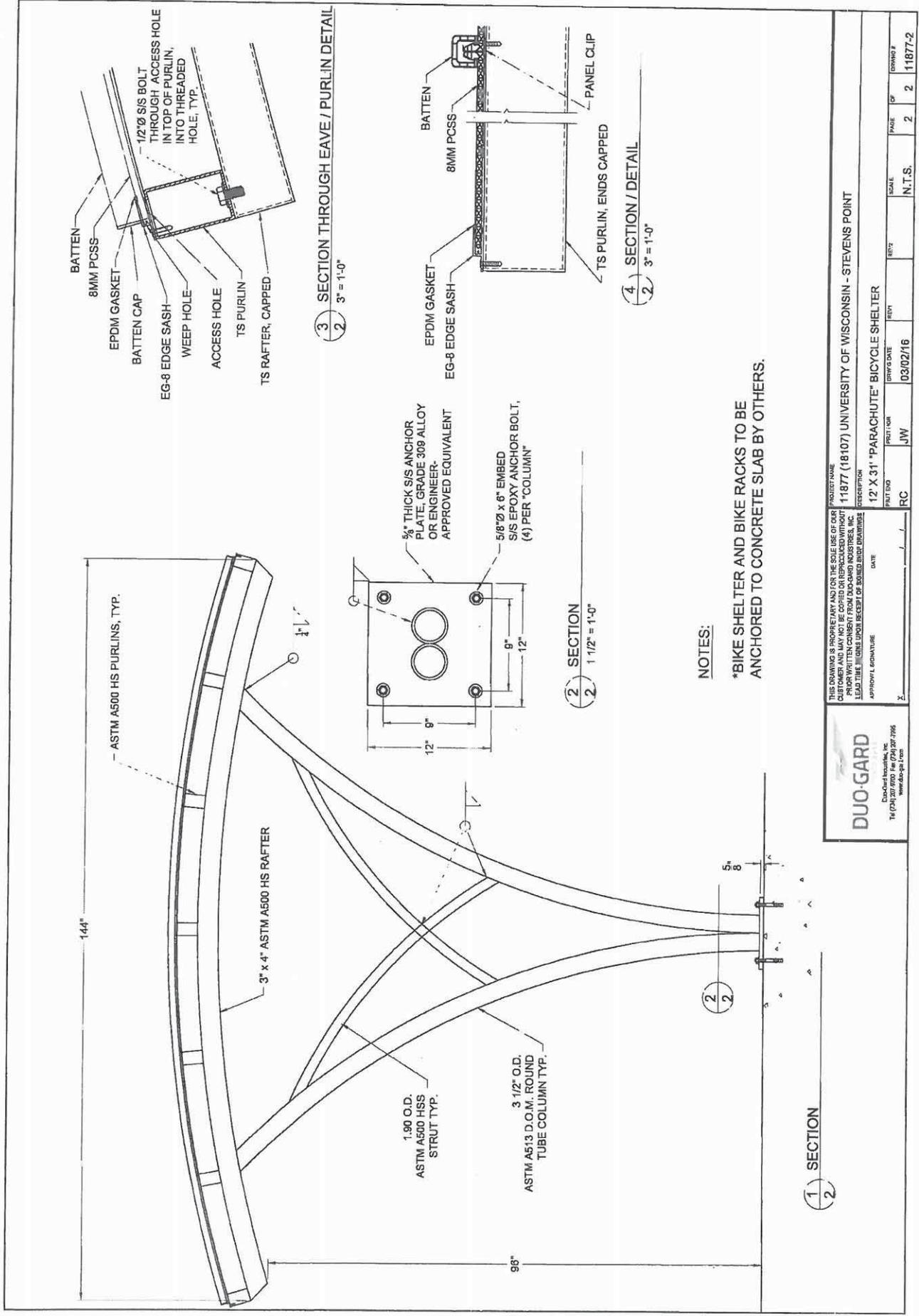
Carl Rasmussen
UWSP Director Facilities Planning
715-346-2781
crasmuss@uwsp.edu

**THEN, NOW & FOREVER
WE ARE POINT.**





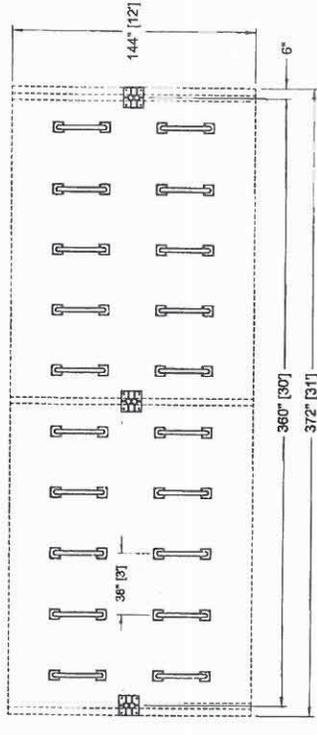
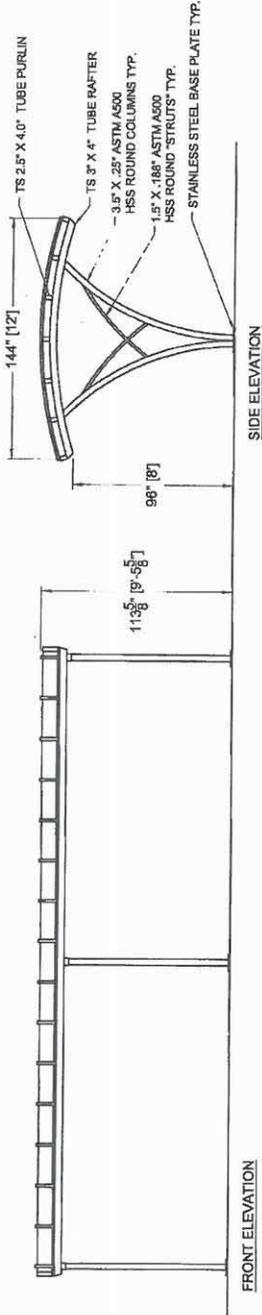
- ACADEMIC & ADMINISTRATIVE BUILDINGS**
- 1 OLD MAIN
 - 2 STUDENT SERVICES CENTER
 - 3 COMMUNICATION ARTS CENTER (CAC)
 - 5 HEALTH ENHANCEMENT CENTER (HEC)
 - 6 SCIENCE BUILDING
 - 7 COLLINS CLASSROOM CENTER (CCC)
 - 8 LEARNING RESOURCES CENTER (LRC)
 - 9 NOEL FINE ARTS CENTER (NFAC)
 - 10 NELSON HALL
 - 11 COLLEGE OF PROFESSIONAL STUDIES (CPS)
 - 12 DANIEL O. TRAINER NATURAL RESOURCES BUILDING (TNR)
 - 17 SCHMEECKLE RESERVE VISITOR CENTER
 - 21 WOOD UTILIZATION LAB
 - 35 WASTE EDUCATION CENTER
 - 61 DELZELL HALL
- SERVICE BUILDINGS**
- 14 HEC SERVICE BUILDING
 - 16 HEC STORAGE BUILDING
 - 18 SCHMEECKLE RESERVE SHELTER
 - 25 GEORGE STIEN BUILDING
 - 26 RECYCLING CENTER
 - 31 MAINTENANCE AND MATERIEL BUILDING (M&M)
 - 444 NORTH CAMPUS CHILLER PLANT
 - 45 601 DIVISION STREET
- CENTERS**
- 40 DREYFUS UNIVERSITY CENTER (DUC)
 - 41 ALLEN RECREATIONAL CENTER
 - 42 DEBOT RESIDENCE CENTER
- RESIDENCE HALLS**
- | | |
|-------------------------|--------------|
| 62 HYER | 70 HANSEN |
| 63 PRAY-SIMS | 71 STEINER |
| 65 SUITES @ 201 RESERVE | 72 BURROUGHS |
| 66 ROACH | 73 KNUTZEN |
| 67 SMITH | 74 WATSON |
| 68 BALDWIN | 75 THOMSON |
| 69 NEALE | |
- PARKING LOTS**
- STUDENT J,P,Q,W
 - FACULTY - STAFF A,D,E,F,G,H,K,R,T,S,V,W,Z
 - VISITOR - METERED F-E,F-W,G,R,T,V,Y,Z



NOTES:

*BIKE SHELTER AND BIKE RACKS TO BE ANCHORED TO CONCRETE SLAB BY OTHERS.

<p>DUO-GARD Duo-Gard Industries, Inc. 14 (P.O.) Box 1200 Wausau, WI 54981-0120</p>		PROJECT NAME 11877 (18107) UNIVERSITY OF WISCONSIN - STEVENS POINT	
		DESCRIPTION 12' X 31' "PARACHUTE" BICYCLE SHELTER	
DRAWING DATE 03/02/16	REVISED RC	DRAWN BY JW	SCALE N.T.S.
SHEET NO. 2	TOTAL SHEETS 2	DRAWING NO. 11877-2	DATE 03/02/16



- NOTES:**
- *FRAMEWORK TO BE WELDED AND MECHANICALLY FASTENED STEEL
 - *ALL FASTENERS TO BE STAINLESS STEEL
 - *ROOF GLAZING TO BE: 8MM POLYCARBONATE STRUCTURED SHEET, BATTEN SYSTEM, IN ALUMINUM TRIM. TINT: BRONZE
 - *STEEL FINISHING:
 - *MEDIA BLAST PREP
 - *TNEMEC TNEIME ZINC 90-97 PRIMER
 - *TNEMEC SERIES N69 HI-BUILD EPOXYLINE 2-PART EPOXY MIDCOAT;
 - *TNEMEC SERIES 73 ENDURA-SHIELD TOPCOAT.
 - *ALUMINUM TRIM TO HAVE SAME TOP TWO COATS.
 - *COLOR: 42 BR CHOCOLATE
- *ALL DIMENSIONS TO BE FIELD VERIFIED

Duo-Gard Industries, Inc.
Tel (734) 207-9700 Fax (734) 207-7955
www.duo-gard.com

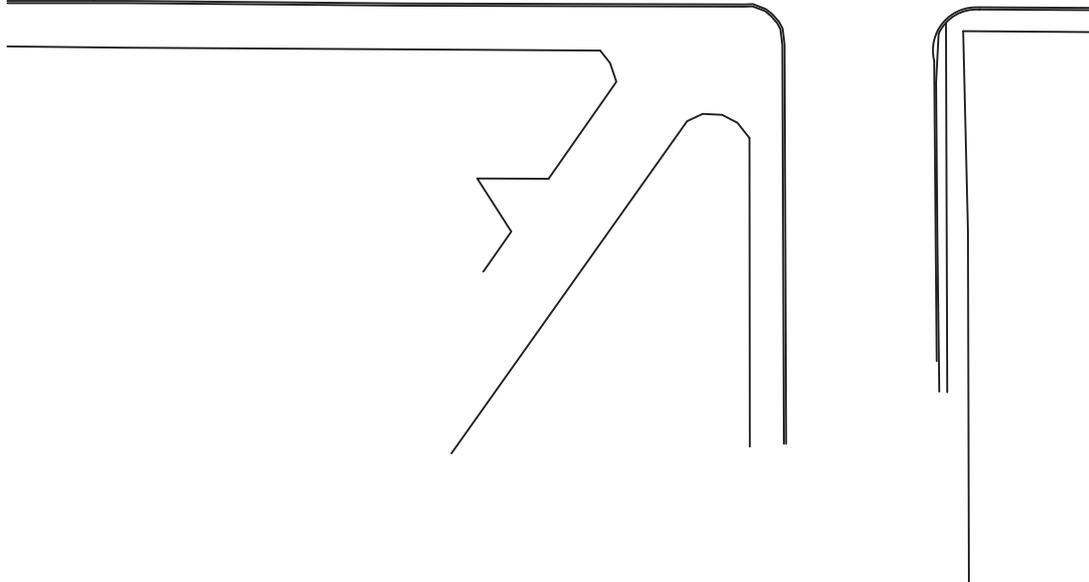
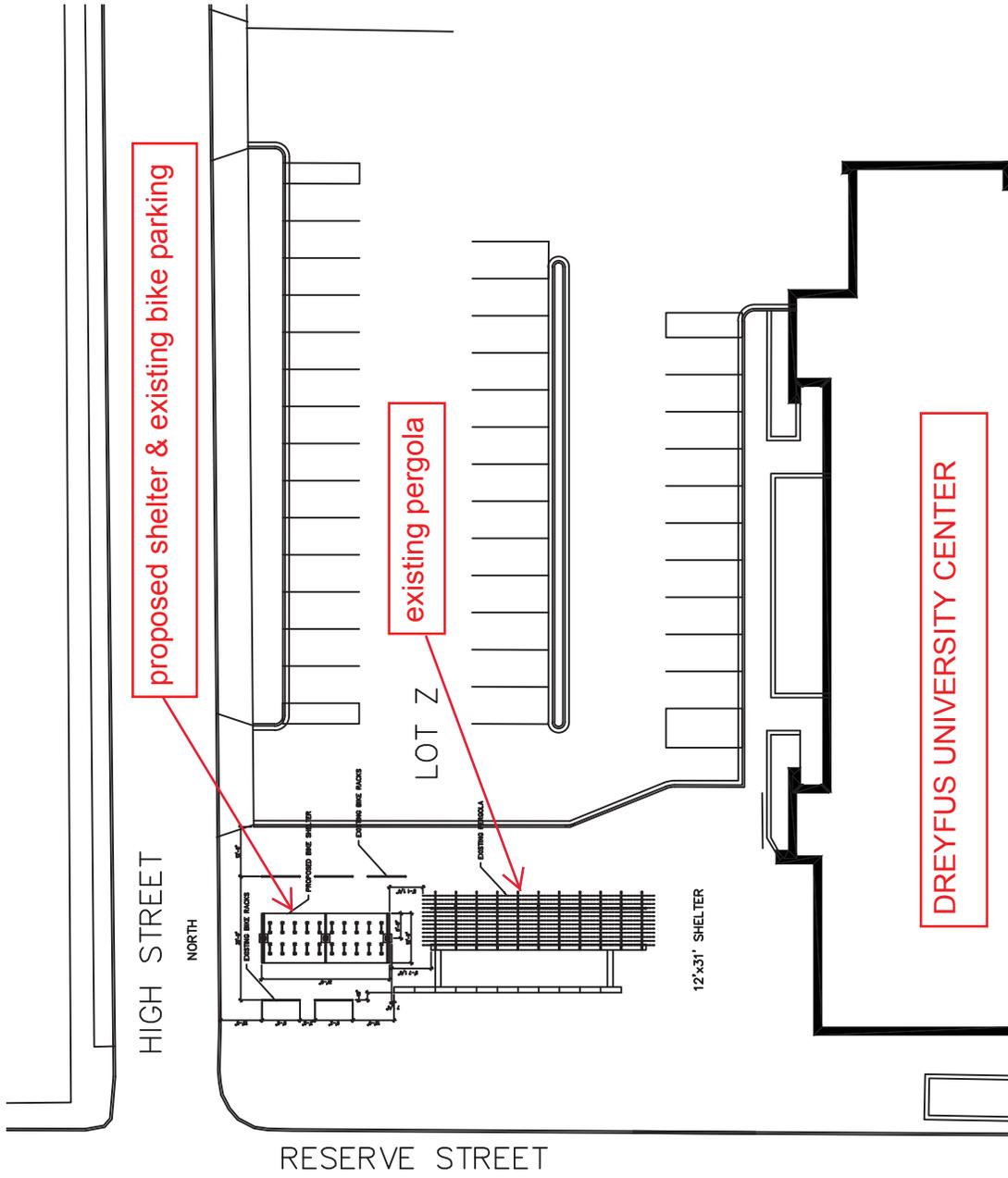
THIS DRAWING IS PROPRIETARY AND FOR THE SOLE USE OF OUR CUSTOMER AND MAY NOT BE COPIED OR REPRODUCED WITHOUT PRIOR WRITTEN CONSENT FROM DUO-GARD INDUSTRIES, INC. LEAD TIME BEGINS UPON RECEIPT OF SIGNED SHOP DRAWINGS

APPROVAL SIGNATURE _____ DATE _____

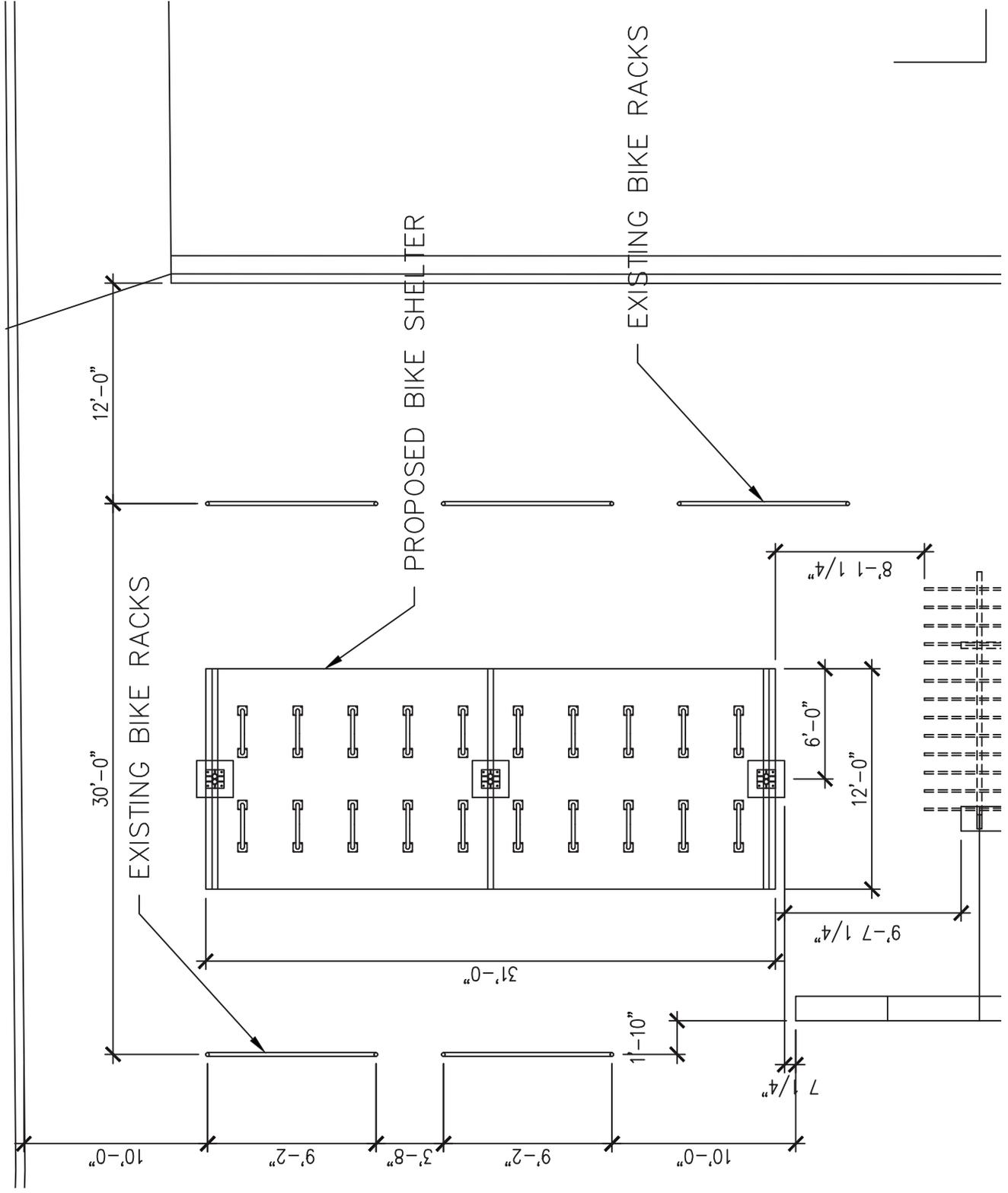
PROJECT NAME: 11877 (18107) UNIVERSITY OF WISCONSIN - STEVENS POINT

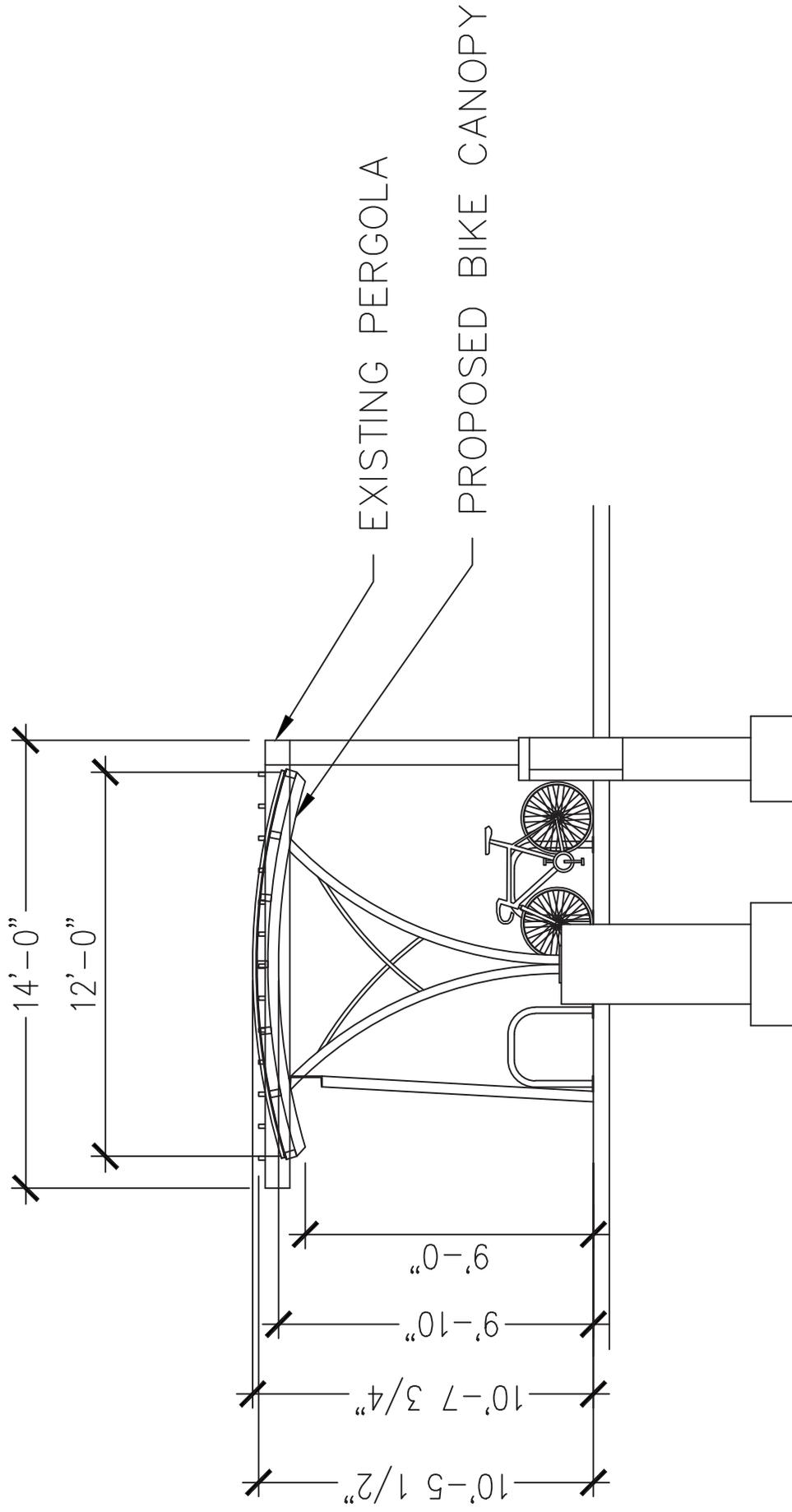
DESCRIPTION: 12' X 31' "PARACHUTE" BICYCLE SHELTER - CANTILEVER VERSION

PRJTG MGR	JW	REVZ	SCALE	DRWG DATE
PRJTG ENG	RC	REVI	1/8" = 1'-0"	03/02/16
PAGE	OF	DRIVING #		
1	2	1231PAR		

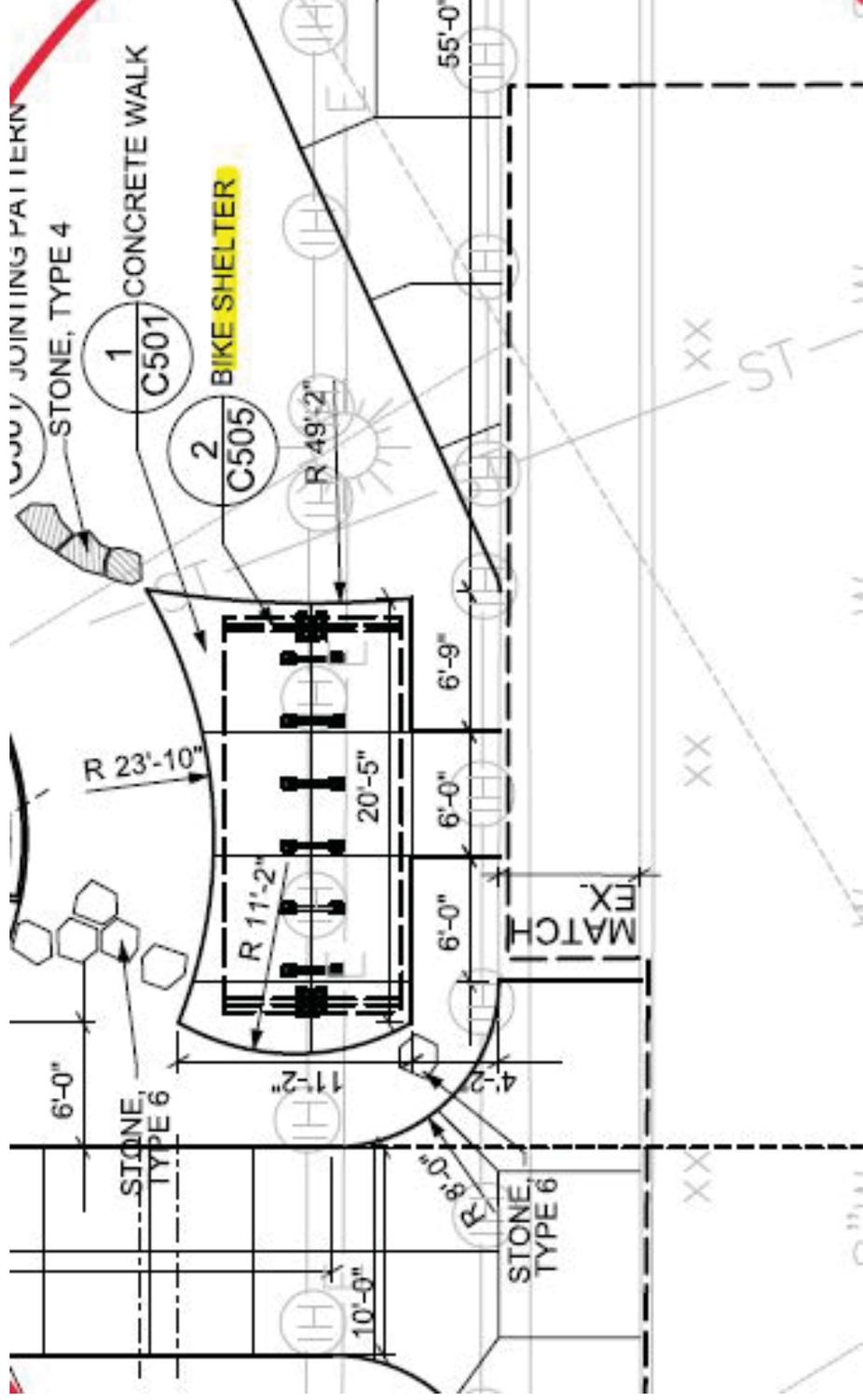


NORTH





SOUTH ELEVATION



Chemistry Biology Bike shelter off-sets

Administrative Staff Report

Sign Variance – Huntington Bank
 5597 US Highway 10
 September 27, 2016



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> Stratford Sign Company, LLC. <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"> 2408-35-1400-10 <p>Zone(s):</p> <ul style="list-style-type: none"> "R-5" Multiple-Family 2 Residence District <p>Master Plan:</p> <ul style="list-style-type: none"> Commercial / Office / Multi-Family <p>Council District:</p> <ul style="list-style-type: none"> District 7 - Kneebone <p>Lot Information:</p> <ul style="list-style-type: none"> Actual Frontage: 322 feet Effective Frontage: 322 feet Effective Depth: 300 feet Square Footage: 96,618 Acreage: 2.218 <p>Structure Information:</p> <ul style="list-style-type: none"> Number of Stories: 2 <p>Current Use:</p> <ul style="list-style-type: none"> Commercial <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 23.01(16) and 23.02(1)(g) 	<p>Request</p> <p>Request from Stratford Sign Company, LLC, representing Huntington Bank, for a sign variance to construct two freestanding signs closer than the required separation distance at 5597 US Highway 10 East (Parcel ID 2408-35-1400-10).</p> <p>Attachment(s)</p> <ul style="list-style-type: none"> Application Site Plan Sign Renderings <p>Findings of Fact</p> <ul style="list-style-type: none"> The proposed request is to construct two new freestanding signs on the property within the required distance separation. The property is zoned "R-5" Multiple-Family 2 Residence District. Two freestanding signs currently exist on the property in the locations proposed. New signs are required to conform to the current requirements. <p>Staff Recommendation</p> <p>Approve the sign variance subject to the following conditions:</p> <ol style="list-style-type: none"> The freestanding signs shall be set back at least five feet from the property line. The signs shall conform to all other applicable requirements within the sign ordinance. Applicable building permits shall be obtained. Minor modifications may be approved by staff.
---	--

Vicinity Map



Background

Stratford Sign LLC, representing Huntington Bank, is requesting a sign variance to install two new freestanding signs at 5597 US Highway 10 East. Two freestanding signs currently exist on the site that do not meet the separation requirements. The applicant has proposed two new signs at the same locations which triggers the sign variance request. Below are specific sign details and pertinent language within the sign code.

Chapter 25, Uniform Sign Ordinance states the following relating to freestanding signs within the "R-5" Multiple-Family 2 Residence District:

Section 25.04 (6)(A)

(6) SIGN REGULATIONS FOR THE "R-4" AND "R-5" RESIDENTIAL ZONING DISTRICTS

A. TOTAL NUMBER OF SIGNS ALLOWED:

Residential Uses:

Either one non-illuminated free-standing or one non-illuminated wall sign may be displayed per parcel in the "R-4" and "R-5" Residential Zoning Districts.

Office, Commercial and Non-Residential Uses:

One free-standing sign is permitted on each street frontage per lot of record, as long as a minimum separation distance of 200 feet (measured along the frontage) is maintained between such signs. A freestanding sign may be a ground or pole sign and may be illuminated.

Sign Details



Freestanding Sign – E01
 Location: US Highway 10
 Size: 10' x 2' 11" (30 sq.ft.)
 Height: 5' 5"
 Design: Cabinet



Freestanding Sign – E02
 Location: Brilowski Road
 Size: 10' x 2' 11" (30 sq.ft.)
 Height: 5' 5"
 Design: Cabinet

Standards of Review

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

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

Analysis: The ordinance indicates above that multiple freestanding signs are permitted on a property if located on separate street frontages and separated by a minimum of 200 feet measured along the frontage. The existing signs do not meet the 200 foot separation requirement identified above and therefore are considered nonconforming signs.

Findings: Changes can be made to the faces of existing nonconforming signage as long as the sign cabinet and/or framing and support is not changed. A complete new sign, including face and cabinet, would need to conform to the applicable guidelines. The applicant is requesting completely new freestanding signs at the same location as the existing signs. The signage proposed would potentially allow for easier installation and the potential reuse of the sign foundation and electrical. In addition the northern property line restricts the location of the sign as an approximate 5 foot boulevard exists between the sidewalk and parking lot. Difficulty exists when trying to meet the five foot required setback within this area. On the other hand, the eastern property line does have adequate space for signage meeting the setback requirement. Given the access restrictions to the site and center median on highway 10, signage needs to alert patrons of the property location at the intersection of US Highway 10 and Brilowski Road. Patrons traveling eastbound can utilize the Highway 10

driveway, but patrons going west bound must access the site from Brilowski Road. The above situation may somewhat limit the sites marketability and visibility to patrons thereby creating a hardship.

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

Analysis: A majority of properties on Highway 10 are zoned B-5 Highway Commercial, however this property is zoned R-5 Multiple-Family II Residence District due to the previous use existing at the time of annexation and its close proximity to residential uses. The property has a total of 600 feet of frontage on two streets, which would allow for two freestanding signs based on the code above. Properties within the vicinity are varying sizes and many have two freestanding signs along the same frontage as the B-5 zoning district allows.

Findings: The granting of the requested variance should not be detrimental to the surrounding properties, as this building and property resembles others on US Highway 10. Furthermore, signage is proposed furthest from the nearby residential uses to the south. Lastly, it is a unique property zoned R-5 Multiple-Family II Residence District as it is on a corridor where property is predominantly zoned B-5 Highway Commercial.

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

Analysis: The property resembles many on Highway 10 with its large size. However, its zoning classification is unique to the corridor as indicated above. Furthermore, see standard 1 regarding the access and frontage areas which somewhat restricts signage and creates reduced marketability and visibility. A sign at the intersection of US Highway 10 and Brilowski, as well as, the access driveway along US Highway 10 is crucial for marketing the property and improving visibility.

Findings: The request is unique as the factors identified in the above standards are likely not generally seen elsewhere in the city. Furthermore, the ordinance reference above was created to ensure an over-prolific amount of signage does not exist in close proximity to one another or negatively affect the surrounding properties. The signs are located in a commercial corridor and each sign markets different thoroughfares which can improve traffic and safety to the site.

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

Analysis: The request will still maintain a separation distance from signs approximately 150 feet. See the below purpose of the entire sign code.

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

Findings: The proposed signs are in locations to best communicate the property and business. Furthermore, the signs are not overly large and should not detract from the property or neighborhood. Lastly, the signs and their

locations should assist in notifying patrons of the property and minimize confusion, so vehicles can promptly act at the ingress/egress locations serving the site. Based on the findings above and discussed in previous analysis, the granting of the variance should not be contrary to the general objectives of the sign ordinance.

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

When taking into consideration the above findings regarding the sign variance, staff would recommend approving the sign variance to construct two new freestanding signs in the locations requested subject to the conditions outlined on page one of the staff report.



City of Stevens Point
Community Development Department

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

APPLICATION FOR A SIGN VARIANCE
(Pre-Application Conference Required)

*Ret 1-678200
\$150
9-13-16*

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #		Date Submitted	9/6/16	Fee Required	\$150.00	Fee Paid	\$150.00
Associated Applications if Any	-			Assigned Case Manager	Kyle Feams		
Pre-Application Conference Date	-			Sign Variance (check all that apply)	Height <input type="checkbox"/>	Size <input type="checkbox"/>	Quantity <input type="checkbox"/>
							Other <input checked="" type="checkbox"/> Location

APPLICANT/CONTACT INFORMATION

APPLICANT INFORMATION		CONTACT INFORMATION (Same as Applicant? <input checked="" type="checkbox"/>)	
Applicant Name	Stratford Sign Company, LLC	Contact Name	Holly Matuszak / Dan Drexler
Address	P.O. Box 134; 110 Connor Avenue	Address	P.O. Box 134; 110 Connor Avenue
City, State, Zip	Stratford, WI 54484	City, State, Zip	Stratford, WI 54484
Telephone	715-687-3250	Telephone	715-687-3250
Fax	715-687-4657	Fax	715-687-4657
Email	info@stratfordsign.com	Email	info@stratfordsign.com

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Huntington Bank - Patrick Griffin	Owner's Name	Philadelphia Sign - Steven Kueny-Rongione (CONTACT)
Address	37 W. Broad Street, HP 1097	Address	707 West Spring Garden Street
City, State, Zip	Columbus, OH 43215	City, State, Zip	Palmyra, NJ 08065-1798
Telephone	614-833-3939	Telephone	856-8291460 x174
Fax		Fax	856-829-8549
Email		Email	skueny@philadelphiasign.com

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
5597 US Hwy 10 E. Stevens Point, WI 54482		
Legal Description of Subject Property		
Commercial Business - Bank		
Current Use of Property		Current Zoning of Property
Highway Commercial Business - Bank		R5 - Multi- Family II
Will adhering to the Sign Ordinance create a demonstrated practical difficulty or unnecessary hardship to the property? Please provide a detailed description of your request and reasoning with your answer. (Use additional pages if necessary)		
By adhering to the Sign Ordinance for the City of Stevens Point, WI, Huntington Bank will be under an unnecessary hardship. I say this in respect that there have been two monument signs in the proposed spaces for years now. By replacing the monument signs with complete new and up-to-date signs, I strongly believe that these proposed signs will do nothing but better the community and strengthen the marketing spectrum in the area. The only unnecessary hardship would be to have the proposed monument signs placed in locations on the property that are 200 feet away from each other as the city allows.		

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

Granting of this variance for these two proposed monument signs will be of the greatest importance to Huntington Bank. The amount of time and material will be detrimental only if the variance is not approved and the monument signs have to be moved from the current monument locations. More time and money will be involved to remove the old monument signage and electrical while having to run new electrical to the location 200 feet away from each other; as the city allows.

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

As you will see in the attachment, placing the two monument signs at least 200 feet apart from each other will cause the proposed monument sign on the West side of the property to be very close to the road and the parking lot as the yard space is very limited where the city will allow this sign. By placing this monument sign exactly where the prior monument was placed there will be no difficulty with property lines and city regulations as there is more than enough space provided.

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

The granting of this variance would allow Huntington Bank, as the owner's of the property, to keep the current sign locations and only replace the old with their new monument signs. Huntington Bank would like to keep the signs approximately 100 feet apart on the property, as shown in the attachments, instead of 200 feet apart as the city will allow according to City Ordinances.

Current Zoning Surrounding Subject Property			
North:	B5 - Highway Commercial	South:	Unknown
East:	B5 - Highway Commercial	West:	B5 - Highway Commercial
Current Land Use Surrounding Subject Property			
North:	Commercial Businesses	South:	Commercial Businesses
East:	Commercial Businesses	West:	Commercial Businesses

EXHIBITS

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

CERTIFICATION AND SIGNATURE

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

Signature of Applicant	Date	Signature of Property Owner(s)	Date
<i>Holly A. Matyske</i>	9-6-16	Attached Letter	



May 16th, 2016

Philadelphia Sign Company
707 West Spring Garden St.
Palmyra, NJ 08065

Subject: Permitting Authorization

To Whom It May Concern:

As applicant for the signage permit referenced above, Huntington Bank, is providing this Letter of Authorization for Philadelphia Sign Company and Counterparts designated by Philadelphia Sign Company. This letter authorizes representatives of Philadelphia Sign Company to act on our behalf when submitting and signing applications and obtaining project approvals.

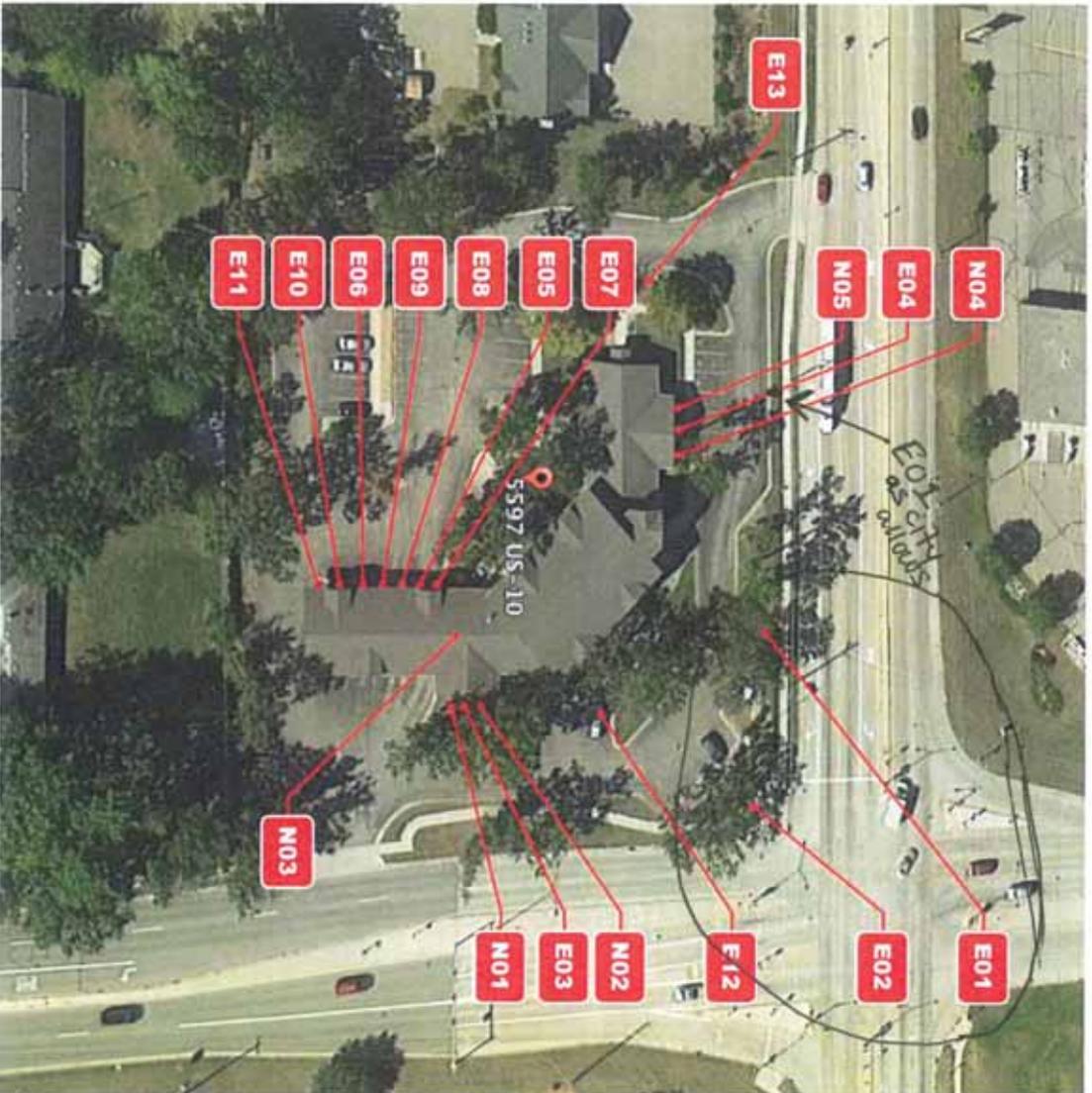
Sincerely,

Patrick Griffin
Assistant Vice President
Facility Manager II
614-833-3939

The Huntington National Bank
37 West Broad St.
HP 1097
Columbus, OH. 43215



SIGN#	PG.#	SIGNTYPE	ACTION
E01	P01	HNT_MN_29	Rmv & Repl
E02	P02	HNT_MN_29	Rmv & Repl
E03	P03	HNT_CLWR_18	Rmv & Repl
N01	P03	HNT_AWN_6	New Sign
N02	P03	HNT_AWN_6	New Sign
N04	P04	HNT_CLWR_18	Rmv & Repl
N04	P04	HNT_AWN_8	New Sign
N05	P04	HNT_AWN_8	New Sign
E05	P05	HNT_CLR	Rmv & Repl
E06	P05	HNT_CLR	Rmv & Repl
E07	P05	HNT_LD	Rmv & Repl
E08	P05	HNT_LD	Rmv & Repl
E09	P05	HNT_LD	Rmv & Repl
E10	P05	HNT_LD	Rmv & Repl
E11	P05	HNT_LD_ATM	Rmv & Repl
N03	P06	HNT_WELG_8	New Sign
E12	P07	HNT_P_RG_C	Rmv & Repl
E13	P08	HNT_P_RG_C	Rmv & Repl



PHILADELPHIASIGN

BRINGING THE WORLD'S BRANDS TO LIFE

707 West Spring Garden Street
 Palmyra, NJ 08055-1798

DRAWING NUMBER:

A26546

LOCATION: **HNT73460**

- Tier B

Central
 5597 US Hwy 10E
 Stevens Point, WI

THIS IS AN ORIGINAL
 UNPUBLISHED DRAWING
 CREATED BY PHILADELPHIA
 SIGN IT IS SUBMITTED FOR
 YOUR PERSONAL USE IN
 CONJUNCTION WITH
 A PROJECT BEING PLANNED FOR
 YOU BY PHILADELPHIA SIGN IT
 IS NOT TO BE SHOWN TO
 ANYONE OUTSIDE YOUR

E01 HNT.MN_29

2' 11" h x 10' w x 5' 5" oah D/F Illum Monument (29 SF)

Existing

ND.1



Existing Sign Dimensions:
4'1"H x 8'0"W x 9'-1/2"D x 5'1"OAH

Proposed



PHILADELPHIASIGN
BRANDING THAT WORKS FOR BRANDS TO SUCCEED

707 West Spring Garden Street
Palmyra, NJ 08065-1798

CLIENT: HUNTINGTON - Tier B

LOCATION: HNTT3460

Central
5597 US Hwy 10 E
Stevens Point, WI

DATE: 6/6/2016

SHEET: P01

DWG BY: AFR

REVISION:

8.25.16 JHH Added N01, N02, N04, N05
8.17.16 DRM Revised E01 & E02 to HNT.MN_29
6.10.16 JHH Removed N01, N02, N04, N05

DRAWING NUMBER:

A26546

THIS IS AN ORIGINAL DRAWING UNPUBLISHED BY PHILADELPHIA SIGN IT IS SUBMITTED FOR YOUR PERSONAL USE IN CONJUNCTION WITH A PROJECT BEING PLANNED FOR YOU BY PHILADELPHIA SIGN IT IS NOT TO BE SHOWN TO ANYONE OUTSIDE YOUR

E02 HNT.MN_29

2' 11" h x 10' w x 5' 5" oah D/F Illum Monument (29 SF)

Existing

No. 2



Existing Sign Dimensions:
4'1"H x 8'0"W x 9'-1/2"D x 5'1"OAH

Proposed



 <p>PHILADELPHIASIGN BRINGING THE WORLD'S BRANDS TO LIFE</p> <p>707 West Spring Garden Street Palmlyn, NJ 08065-1798</p>	CLIENT: HUNTINGTON - Tier B	DATE: 6/6/2016	REVISION:	THIS IS AN ORIGINAL DRAWING UNPUBLISHED BY PHILADELPHIA SIGN IT IS SUBMITTED FOR YOUR PERSONAL USE IN CONNECTION WITH THE PROPOSED SIGN. PHILADELPHIA SIGN IS NOT TO BE SHOWN TO ANYONE OUTSIDE YOUR
	LOCATION: HNT73460 Central 5597 US Hwy 10 E Stevens Point, WI	SHEET: P02 DWG BY: AFR	8.25.16 JHH Added N01, N02, N04, N05 8.17.16 DRM Revised E01 & E02 to HNT.MN_29 6.10.16 JHH Removed N01, N02, N04, N05	
DRAWING NUMBER: A26546				

Administrative Staff Report

Operation Bootstrap

Site Plan Review

5000 Heffron Street

September 28, 2016



Department of Community Development

<p>Applicant(s):</p> <ul style="list-style-type: none"> Rettler Corporation, Representing Operation Bootstrap <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"> 2308-02-2301-21 <p>Lot Information:</p> <ul style="list-style-type: none"> Effective Frontage: 353 feet Effective Depth: 208 feet Square Footage: 30,421 Acreage: 0.70 <p>Zone(s):</p> <ul style="list-style-type: none"> "M-1" Light Industrial District <p>Master Plan:</p> <ul style="list-style-type: none"> Business Park District <p>Council District:</p> <ul style="list-style-type: none"> District 6: Slowkinski <p>Current Use:</p> <ul style="list-style-type: none"> Retail / Community Institutional <p>Applicable Regulations:</p> <ul style="list-style-type: none"> 23.01(16), and 23.02(3)(a) 	<p>Request</p> <p>Request from Rettler Corporation, representing Operation Bootstrap, for a site plan review to expand the parking lot at 5000 Heffron Street (Parcel ID 2308-02-2301-21), which is a city-owned property.</p> <p>Attachment(s)</p> <ol style="list-style-type: none"> Application Site Plan <p>Findings of Fact</p> <ol style="list-style-type: none"> Operation Bootstrap is a community food pantry that currently operates at this property. The request is to expand the parking lot. The property is owned by the City of Stevens Point and is leased to Operation Bootstrap. The property is zoned "M-1" Light Industrial District. Plan Commission and Common Council shall review any improvements upon the property. <p>Staff Recommendation</p> <p>Approve the conditional use permit, subject to the following condition(s):</p> <ol style="list-style-type: none"> A stall at the end of the lot shall be hashed and identified as a turn around with appropriate signage. The water department and public works department shall review and approve stormwater management. A landscaping plan shall be submitted meeting all applicable requirements to be reviewed and approved by community development department staff. The landscaping must have a water source within 100 feet, or be irrigated. Curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area. Six bicycle stalls must be installed as per the distance and design requirements in the zoning code. Staff shall have the right to make minor modifications to the plans, as long as they meet all zoning code requirements.
---	--

Vicinity Map



Background

Operation Bootstrap is requesting to expand on-site parking at 5000 Heffron Street. During busy season, the on-site parking is not enough for the employees, volunteers, and patrons. The request is unique in that the property is owned by the City of Stevens Point, however the building is Operation Bootstrap's. Given the request to expand parking, Plan Commission and Common Council shall review and approve. The expansion involves the addition of several parking stalls, widening the driveway and expanding retention basins. Further details regarding the project are identified below. Again a site plan review is required due to the City ownership of the property.

Parking Expansion Details:

- Property: 0.7 Acres
- Use: Food Pantry
- Existing Parking: Approximately 14 spaces
- Added Parking: Approximately 13 spaces (Total: 27)
- Expanded Stormwater Detention Basin
- Driveway Widening

Standards of Review



1) Parking Lot Layout and Traffic Circulation

Analysis: The proposed parking lot consists of one main drive aisle with parking on either side. Drive aisles and parking spaces are in compliance with city ordinance. Access to the site exists from a widened driveway on Heffron Street, which aligns with the southern property on Heffron Street. The proposed stormwater detention areas are located on the north side of the property.

Findings: Should the parking lot be full, traffic entering the site is unable to turn around and exit the parking lot. Therefore, staff would recommend a stall at the end of the lot be hashed and identified as a turn around with appropriate signage. Staff would recommend that the water department and public works department review stormwater management.

2) Compliance with City Ordinance

Analysis: The five foot required parking lot setback is met on all sides. Trees are identified on the plan, however no other landscaping or screening has been identified. Median and terminal islands are not required, as the lot has less than 50 spaces. Curb and wheel stops are not identified on the plan. Bicycle parking is not identified on the site plan.

Findings: Landscape screening shall exist on the south and east sides of the parking lot which is not screened by the building. Staff would recommend an updated site plan or landscaping plan be submitted for review and approval by community development department staff. The landscaping must have a water source within 100

feet, or be irrigated. In addition, six bicycle stall must be installed as per zoning code requirements. Lastly, curbing, wheel stops, or an adequate alternative (as approved by the zoning administrator) must be installed for parking spaces that abut a landscaped area. In conclusion, based on the findings above, staff would recommend approval of the parking lot expansion. The added parking should assist in ensuring patrons park internally and not on streets and also improve storemwater retention and runoff.



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 checked="" type="checkbox"/>)	
Applicant Name	Ross Rettler	Contact Name	
Address	3317 Business Park Dr.	Address	
City, State, Zip	Stevens Point, WI, 54482	City, State, Zip	
Telephone	715 341 2633	Telephone	
Fax	715 341 0431	Fax	
Email	ross@rettler.com	Email	

OWNERSHIP INFORMATION

PROPERTY OWNER OF RECORD 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER OF RECORD 2 INFORMATION (If Needed)	
Owner's Name	City of Stevens Point	Owner's Name	
Address	1515 Strongs Avenue	Address	
City, State, Zip	Stevens Point, WI, 54481	City, State, Zip	
Telephone	715 346 1567	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
5000 Heffron Street (32650)		
Legal Description of Subject Property		
LOT 21 EASTSIDE INDUSTRIAL PARK SUB BEING PRT OF SW NW & SE NW S2 T23 R8 315/497		
Area of Subject Property (Acres/Sq Ft)		
30,514 Sq. Ft. - 0.7 Acres		
Current Zoning District(s)		

Designated Future Land Use Category	Current Use of Property	Proposed Use of Property

Describe land use and the development proposed for the subject property. Include the time schedule (if any) for development. (Use additional pages if necessary)

At this time operation bootstrap is looking to add an additional row of parking to their existing parking lot. As part of this project, bootstrap is looking to add another bay of parking to the 13 existing stalls. There will now be a total of 24 parking stalls. As part of this asphalt pavement addition, there will be site grading to manage storm water and the addition of 4 trees along the east side of the property adjacent to the new parking area.

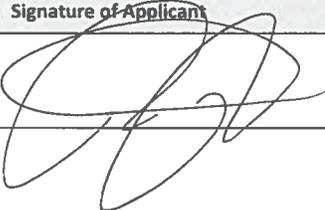
Current Zoning Surrounding Subject Property			
North:	M1- Light Industrial	South:	M1-Light Industrial
East:	M1-Light Industrial	West:	M1-Light Industrial
Current Land Use Surrounding Subject Property			
North:	M1-Light Industrial	South:	M1-Light Industrial
East:	M1-Light Industrial	West:	M1-Light Industrial

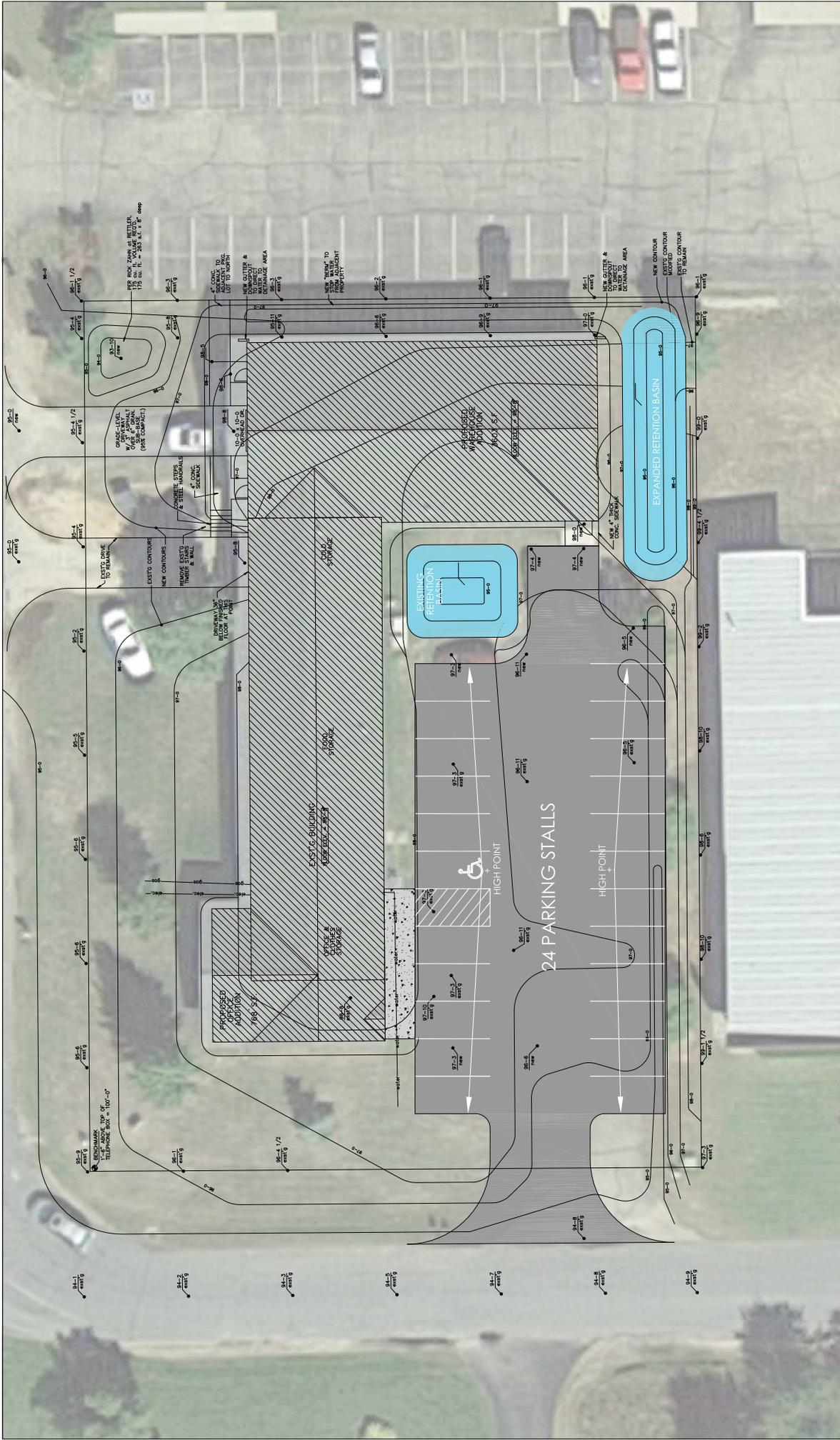
EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any (List):
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.

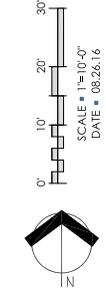
Signature of Applicant	Date	Signature of Property Owner(s)	Date
	09/06/16		



OPERATION BOOTSTRAP

PARKING LOT REDEVELOPMENT ■ CONCEPT PLAN 1

STEVENS POINT WISCONSIN



■ 3317 BUSINESS PARK DRIVE, STEVENS POINT, WI 54481
 ■ TELEPHONE = 715-341-2433 FAX = 715-341-0431
 ■ EMAIL = INFO@RETTLER.COM, WEBSITE = WWW.RETTLER.COM



OPERATION BOOTSTRAP
PARKING LOT REDEVELOPMENT - CONCEPT PLAN 1
STEVENS POINT WISCONSIN





Memo

Plan Staff

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

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

mostrowski@stevenspoint.com

City of Stevens Point – Department of Community Development

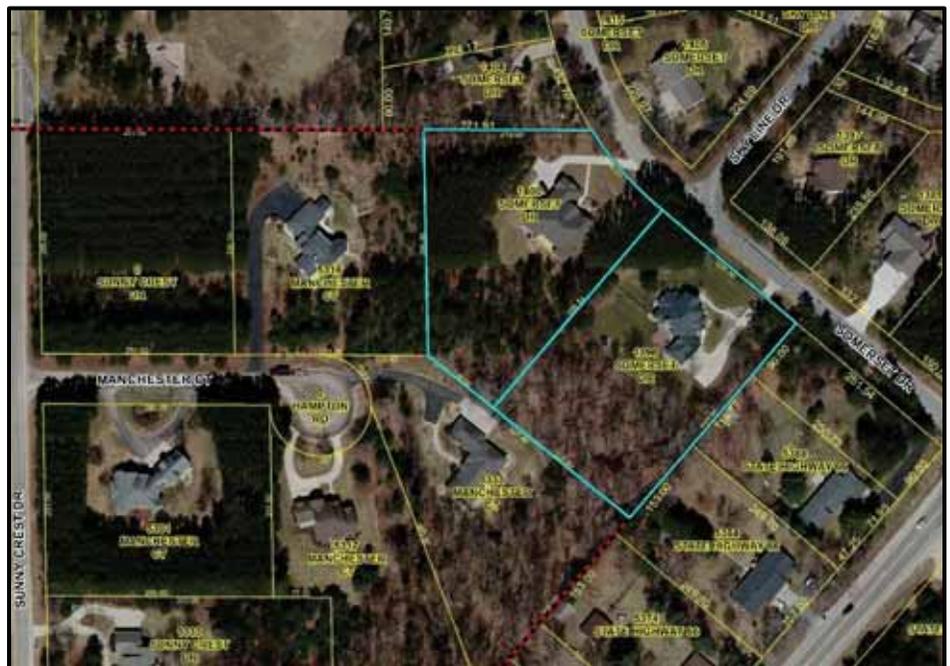
To: Plan Commission

From: Plan Staff

Date: 9/28/2016

Re: Request from Lindsay and Josh Zimmerman and Michael and Tara Cooper to detach their properties from the City of Stevens Point and join them to the Town of Hull, located at 1400 Somerset Drive (Parcel ID 2408-14-3001-04) and 1396 Somerset Drive (Parcel ID 2408-14-3001-03).

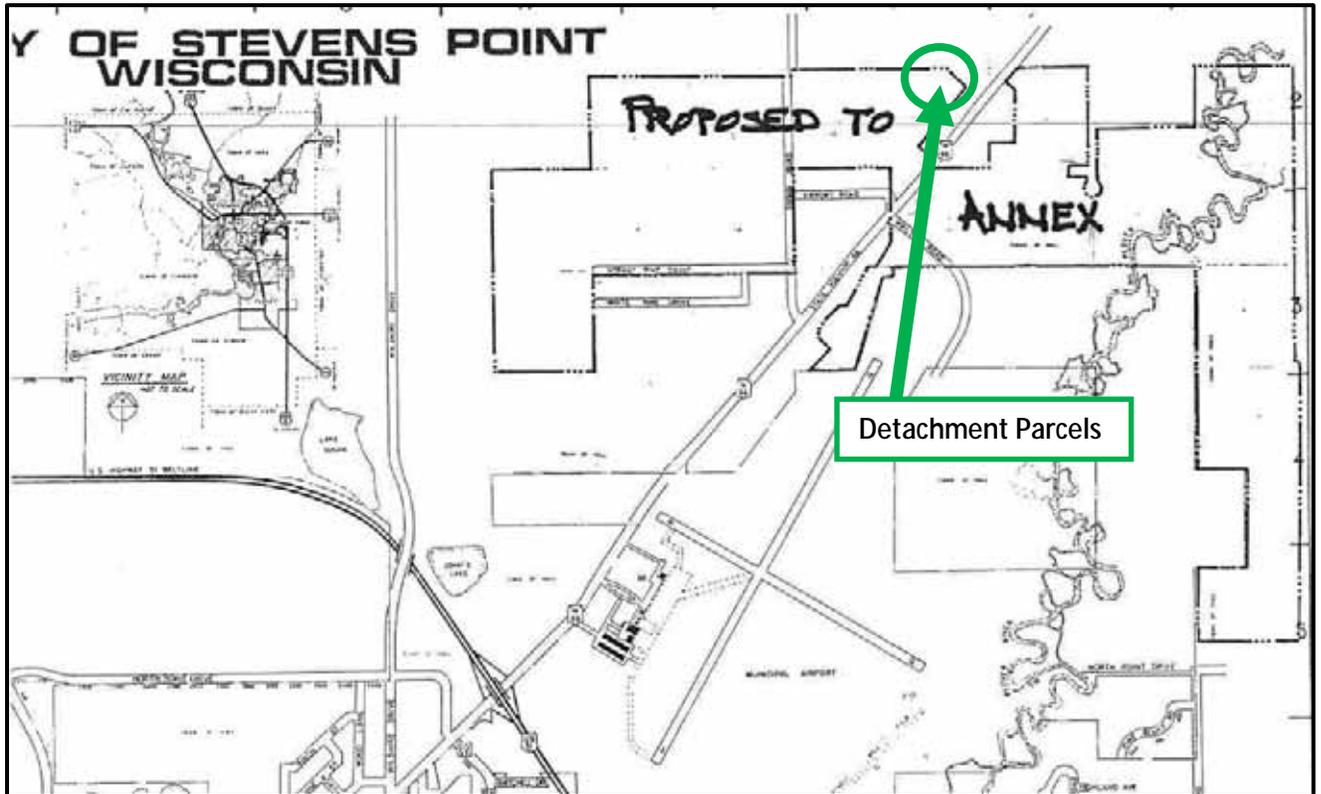
The property owners of 1400 Somerset Drive and 1396 Somerset Drive have requested to detach from the City of Stevens Point and attach to the Town of Hull. The Wisconsin State Statutes 66.0227 outlines the process for detachment. Essentially, after a request is made by a property for detachment, the village or municipality shall review the request and adopt an ordinance by three fourths vote for detachment, upon which the township shall then adopt an ordinance by three fourths vote to attach the property.



Map of Proposed Detachment Territory

Staff has reviewed the history of the original annexation and summarized findings below. In 1989 over 600 acres were annexed to the City of Stevens Point as outlined in the below map. As identified below, the proposed detachment is located on the edge of the annexation boundary. When viewing aerial photos from 1992 it can be assumed that the annexation boundary in this vicinity was due to the proximity of the existing road, Somerset Drive, and developed homes within the Town of Hull. As years went by and the 600 acres was developed, the majority of development was for large lot single family

homes. At that time, utilities were not extended to the newly created subdivisions which utilized well and septic systems. The platting of the lots on Hampton Road cul-de-sac left two lots to take access from Somerset Road, both of which are requesting detachment.



The properties in question are very similar to others within the neighborhood that have large lot sizes, and well and septic. While these properties may not receive all services provided by the City of Stevens Point, such as City water and sewer, several others are provided such as refuse collection and police/fire protection. Development of the land and specific properties occurred after annexation, thereby establishing grounds on the development, city services received, and a tax rate.

Staff does have concerns with the detachment as it may lead to other properties wanting to detach because they do not receive water or sewer services. This then leads to other challenges for the city and potentially the Town of Hull. Approving detachments on an individual or small scale basis would not be preferable, as it really is a much larger issue about current boundaries between the City of Stevens Point and the Town of Hull. Staff would recommend moving forward with further discussions with the Town of Hull on a much larger boundary agreement initiative as opposed to detaching the requested properties at this time.



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 ANNEXATION

(Pre-Application Conference Required)

ADMINISTRATIVE SUMMARY (Staff Use Only)

Application #	-	Date Submitted	9-6-16	Fee Required	\$ 280.00	Fee Paid	\$ 280.00
Associated Applications if Any	-	Assigned Case Manager	Kyle Keans				
Pre-Application Conference Date	-	Annexation Request Type	Unanimous <input type="checkbox"/> One-Half Approval <input type="checkbox"/> By Referendum <input type="checkbox"/>				

Detachment Request

APPLICANT/CONTACT INFORMATION

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

OWNERSHIP INFORMATION

PROPERTY OWNER 1 INFORMATION (Same as Applicant? <input type="checkbox"/>)		PROPERTY OWNER 2 INFORMATION (If Needed)	
Owner's Name	Lindsay & Josh Zimmerman	Owner's Name	Michael & Tara Cooper
Address	1400 Somerset Dr.	Address	1396 Somerset Dr
City, State, Zip	Stevens Point, WI 54482	City, State, Zip	St Pt WI 54482
Telephone	715-572-2013	Telephone	715-344-8283
Fax		Fax	
Email	lindsay@interlocking.org	Email	tarajoy1@hotmail.com

PROJECT SUMMARY

Subject Property Location [Please Include Address and Assessor's Identification Number(s)]		
Parcel 1	Parcel 2	Parcel 3
Legal Description of Subject Property		
Designated Future Land Use Category		Current Use of Property
Explain the land use and the development proposed for the annexation property. Include the time schedule (if any) for development. (Use additional pages if necessary)		
<p>Detachment is requested from City of St Pt to Town of Hull.</p>		

Is the proposed annexation consistent with the Comprehensive Plan? Please reference the Comprehensive Plan's Future Land Use Map and the Extraterritorial Land Use Map. (Use additional pages if necessary)

Is a permanent zoning classification being requested for the annexation territory? If yes, please state the proposed zoning classification and provide reasoning. (Use additional pages if necessary)

Current Zoning Surrounding Subject Property (City or County zoning)

North:		South:	
East:		West:	

Current Land Use Surrounding Subject Property

North:		South:	
East:		West:	

EXHIBITS

Owner Information Sheet	<input type="checkbox"/>	Additional Exhibits If Any:
Letter to District Alderperson	<input type="checkbox"/>	
Site Map or Certified Survey Map (outlining annexation property and surrounding jurisdictions)	<input type="checkbox"/>	
Signed Petition (signed by electors and property owners within the annexation area)	<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>Tara Cox</i>	<i>9/16/16</i>	<i>Tara Cox</i>	<i>9/16/16</i>
<i>Lindsay Zimmerman</i>	<i>9/16/16</i>	<i>Lindsay Zimmerman</i>	<i>9/16/16</i>

NOTICE OF INTENTION TO CIRCULATE A PETITION OF DETACHMENT

PLEASE TAKE NOTICE, that the undersigned Owner of the Property will petition the City of Stevens Point and the Town of Hull and it will then become a part of the Town of Hull.

All of Lot Sixteen 16 of Certified Survey Map No. 5243-19-53 recorded in the Office of the register of deeds in Portage County, WI. Being located in the NE $\frac{1}{4}$ of the S.W. $\frac{1}{4}$ of Section 14, T24N, R8E.

PLEASE TAKE NOTICE that this property is owned in its entirety by Michael and Tara Cooper.

Dated this 6 day of September, 2016.

By: 

Michael Cooper

By: 

Tara Cooper

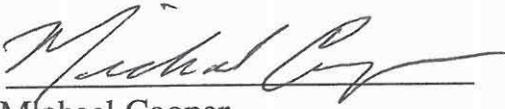
PETITION FOR DETACHMENT OF LAND FROM THE CITY OF STEVENS POINT,
PORTAGE COUNTY, WISCONSIN

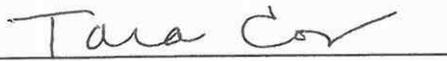
PLEASE TAKE NOTICE, that the undersigned Owners of the following described Property lying and being in the City of Stevens Point, Portage County, Wisconsin, do hereby petition the City of Stevens Point to detach said property from the City of Stevens Point and it will then become a part of the Town of Hull.

All of Lot Sixteen 16 of Certified Survey Map No. 5243-19-53 recorded in the Office of the register of deeds in Portage County, WI. Being located in the NE ¼ of the S.W. ¼ of Section 14, T24N, R8E.

The undersigned verifies that this Property is owned in its entirety by Michael and Tara Cooper and contains approximately 1.78 acres more or less, as defined in Wis. Stats. §66.0227. A survey map reasonably showing the boundaries of said territory in relation to the municipalities involved is attached hereto as Exhibit A.

Dated this 6 day of September 2016

By: 
Michael Cooper

By: 
Tara Cooper

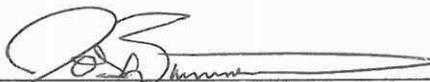
PETITION FOR DETACHMENT OF LAND FROM THE
CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN

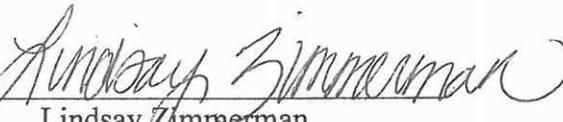
PLEASE TAKE NOTICE, that the undersigned Owners of the following described Property lying and being in the City of Stevens Point, Portage County, Wisconsin, do hereby petition the City of Stevens Point to detach said property from the City of Stevens Point and it will then become a part of the Town of Hull.

All of Lot Fifteen 15 of Certified Survey Map No. 5243-19-53 recorded in the Office of the register of deeds in Portage County, WI. Being located in the NE $\frac{1}{4}$ of the S.W. $\frac{1}{4}$ of Section 14, T24N, R8E.

The undersigned verifies that this Property is owned in its entirety the Joshua and Lindsay Zimmerman and contains approximately 1.72 acres more or less, as defined in Wis. Stats. §66.0227. A survey map reasonably showing the boundaries of said territory in relation to the municipalities involved is attached hereto as Exhibit A.

Dated this 6 day of September, 2016.

By: 
Joshua Zimmerman

By: 
Lindsay Zimmerman

NOTICE OF INTENTION TO CIRCULATE A PETITION OF DETACHMENT

PLEASE TAKE NOTICE, that the undersigned Owner of the Property will petition the City of Stevens Point and the Town of Hull and it will then become a part of the Town of Hull.

All of Lot Fifteen 15 of Certified Survey Map No. 5243-19-53 recorded in the Office of the register of deeds in Portage County, WI. Being located in the NE ¼ of the S.W. ¼ of Section 14, T24N, R8E.

PLEASE TAKE NOTICE that this property is owned in its entirety by Joshua and Lindsay Zimmerman.

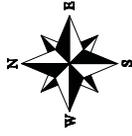
Dated this 6 day of September, 2016.

By: 
Joshua Zimmerman

By: 
Lindsay Zimmerman

DETACHMENT SURVEY

BEING ALL OF LOTS 15 & 16 OF CSM NO. 5243-19-53 AND PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 14, T24N-R8E, CITY OF STEVENS POINT, PORTAGE COUNTY, WI



DESCRIPTION OF DETACHMENT AREA (ZIMMERMAN)

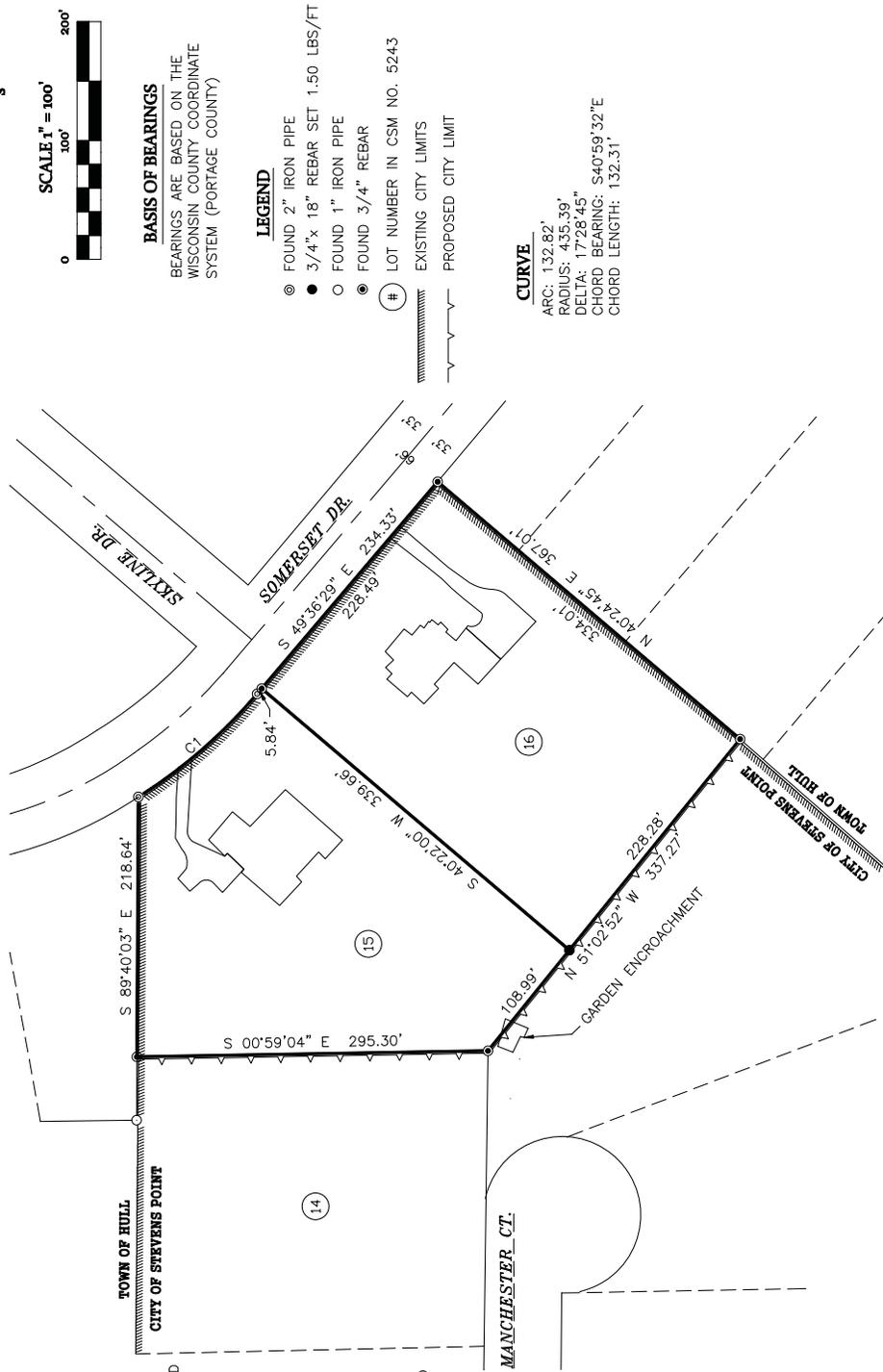
ALL OF LOT 15 OF CERTIFIED SURVEY MAP NO. 5243-19-53 RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN PORTAGE COUNTY, WI, BEING LOCATED IN THE NE 1/4 OF THE SW 1/4 OF SECTION 14, T24N-R8E.

PARCEL NO.: 281-24-08-14300104
ADDRESS: 1400 SOMERSET DR., STEVENS POINT, WI 54482

DESCRIPTION OF DETACHMENT AREA (COOPER)

ALL OF LOT 16 OF CERTIFIED SURVEY MAP NO. 5243-19-53 RECORDED IN THE OFFICE OF THE REGISTER OF DEEDS IN PORTAGE COUNTY, WI, BEING LOCATED IN THE NE 1/4 OF THE SW 1/4 OF SECTION 14, T24N-R8E.

PARCEL NO.: 281-24-08-14300103
ADDRESS: 1396 SOMERSET DR., STEVENS POINT, WI 54482



BASIS OF BEARINGS

BEARINGS ARE BASED ON THE WISCONSIN COUNTY COORDINATE SYSTEM (PORTAGE COUNTY)

LEGEND

- FOUND 2" IRON PIPE
- 3/4" x 18" REBAR SET 1.50 LBS/FT
- FOUND 1" IRON PIPE
- FOUND 3/4" REBAR
- # LOT NUMBER IN CSM NO. 5243
- EXISTING CITY LIMITS
- - - PROPOSED CITY LIMIT

CURVE

ARC: 132.82'
RADIUS: 435.39'
DELTA: 172°28'45"
CHORD BEARING: S40°59'32"E
CHORD LENGTH: 132.31'

CLIENT: ZIMMERMAN/COOPER
JOB NO.: 16-101
SHEET 1 OF 1

CALLAWAY LAND SURVEYING

340 SECOND ST. NORTH
STEVENS POINT, WI 54481
OFFICE 715-345-6962 MOBILE 715-347-LAND
EMAIL kelly@callawaylandsurveying.com