

AGENDA  
CITY PLAN COMMISSION

Monday, May 7, 2012 – 6:00 PM  
Lincoln Center – 1519 Water Street, Stevens Point, WI 54481

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

Discussion and possible action on the following:

1. Report of the April 2, 2012 Plan Commission meeting.
2. Conditional use permit renewals to operate taverns for the following:
  - 2600 Stanley Street – Partner’s Pub
  - 908 Maria Drive – Final Score
  - 2317 Division Street – Archie’s
  - 2124 Rice Street – Players’ Lounge
  - 912 Main Street – Graffiti’s
3. Request from Vern Nystrom to remove access restrictions onto Stanley Street for the property located at **3317 Stanley Street (Parcel ID 2408-28-1006-07)**.
4. Request from Steve Winter, representing Copps Corporation, for a conditional use permit for an off-premise sign for Copps Market (1500 Pinecrest Avenue) to be located at either **3333 Main Street (Parcel ID 2408-33-1019-30)** or **3525 Main Street (Parcel ID 2408-33-1019-42)**, with the location dependent upon the approval of a private access drive.
5. Request from Chad Raisleger of Celebration Church for a conditional use permit to allow a residence of an on-site caretaker at **4701 Industrial Park Road (Parcel ID 2308-03-1100-05)**.
6. Request from Save-A-Lot to allow an additional wall sign at **3260-3274 Church Street (Parcel ID 2308-04-3008-06)**.
7. Request from Jason Glisczynski of Player’s’ Lounge for a conditional use permit amendment to construct two volleyball courts on the northwest side of the building with a premise extension to allow alcohol in this location at **2124 Rice Street (Parcel ID 2308-04-2006-03)**.
8. Presentation and discussion on a conceptual project review for a mixed-use development consisting of a community-based residential facility and retail/office space at **1017 Third Street (Parcel ID 2408-32-2003-01)**.

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

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9. Amending the City of Stevens Point Historic Preservation / Design Review Ordinance (Chapter 22) and Design Guidelines to reduce the number of Historic Preservation / Design Review Commission members, and to change the regular meeting date and time.
10. Zoning code rewrite update.
11. Adjourn.

PUBLISH: May 3, 2012 and May 10, 2012

#### NOTICE OF PUBLIC HEARING

PLEASE TAKE NOTICE that the Common Council of the City of Stevens Point, Portage County, Wisconsin, will hold a Public Hearing on Monday, May 21, 2012 at 7:00 PM in the Council Chambers of the County-City Building, 1516 Church Street, Stevens Point, Wisconsin, to hear the following:

- 1) Request from Partner's Pub, 2600 Stanley Street (Parcel ID 2408-28-3024-38) for a conditional use permit renewal to operate a tavern. This property being zoned "B-4" Commercial District, and described as LOT 2 CSM#5695-21-11 BNG PRT NE SW S28 T24 R8 380/253 711202 711203 711204 741497, City of Stevens Point, Portage County, Wisconsin.
- 2) Request from Final Score, 908 Maria Drive (Parcel ID 2408-29-2400-16) for a conditional use permit renewal to operate a tavern. This property being zoned "B-4" Commercial District, and described as LOT 1 CSM 5871-21-187 BNG PRT SE NW S29 T24 R8 589630, City of Stevens Point, Portage County, Wisconsin.
- 3) Request from Archie's, 2317 Division Street (Parcel ID 2408-32-4035-22) for a conditional use permit to operate a tavern. This property being zoned "B-4" Commercial District, and described as N 47' OF LOTS 9 & 10 BLK 4 HELM ADD EXC HWY DES 666705 S32 T24 R8 207/56 ½ 378/502-5 664352 742671, City of Stevens Point, Portage County, Wisconsin.
- 4) Request from Players' Lounge, 2124 Rice Street (Parcel ID 2308-04-2006-03) for a conditional use permit renewal to operate a tavern. This property being zoned "B-4" Commercial District, and described as LOT 1 CSM#9633-41-113 BNG PRT NWNW; SUBJ TO ESMT & RC DES 721385 S4 T23 R8 721384, City of Stevens Point, Portage County, Wisconsin.
- 5) Request from Graffiti's, 912 Main Street (Parcel ID 2408-32-2015-29) for a conditional use permit renewal to operate a tavern. This property being zoned "B-3" Central Business District, and described as LOT 7 BLK 4 S E & O ADD BNG PRT NWNW S32 T24 R8 666401 City of Stevens Point, Portage County, Wisconsin.
- 6) Request from Steve Winter, representing Copps Corporation, for a conditional use permit for an off-premise sign for Copps Market (1500 Pinecrest Avenue) to be located at either 3333 Main Street (Parcel ID 2408-33-1019-30) or 3525 Main Street (Parcel ID 2408-33-1019-42), with the location dependent upon the approval of a private access drive. The property at 3333 Main Street is zoned "B-4" Commercial District, and described as LOT 2 CSM#4706-16-201 BNG PRT SE NE S33 T24 R8 618016, City of Stevens Point, Portage County, Wisconsin. The property at 3525 is zoned "B-4" Commercial District, and described as LOT 1 CSM#7248-26-178 BNG PRT SENE S33 T24 R8 780/260 780/256-59 PARKING ESMT 706666, City of Stevens Point, Portage County, Wisconsin.
- 7) Request from Chad Raisleger of Celebration Church for a conditional use permit to allow a residence of an on-site caretaker at 4701 Industrial Park Road (Parcel ID 2308-03-1100-05). This property being zoned "M-2" Heavy Industrial District, and described as LOT 1 CSM #2489-9-47 BNG PRT NE NE S3 T23 R8 683659, City of Stevens Point, Portage County, Wisconsin.

- 8) Request from Jason Glisczynski of Player's' Lounge for a conditional use permit amendment to construct two volleyball courts on the northwest side of the building with a premise extension to allow alcohol in this location at 2124 Rice Street (Parcel ID 2308-04-2006-03). This property being zoned "B-4" Commercial District, and described as LOT 1 CSM#9633-41-113 BNG PRT NWNW; SUBJ TO ESMT & RC DES 721385 S4 T23 R8 721384, City of Stevens Point, Portage County, Wisconsin.
  
- 9) Amendment of the Revised Municipal Code of the City of Stevens Point, Chapter 22 Historic Preservation / Design Review (22.03 (1)) and Design Guidelines policy to reduce the number of Historic Preservation / Design Review Commission members, and to change the regular meeting date and time.

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

All interested parties are invited to attend.

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

John Moe, City Clerk

REPORT OF CITY PLAN COMMISSION

Monday, April 2, 2012 – 6:00 PM

Lincoln Center

PRESENT: Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Anna Haines, and Commissioner Shari Laskowski.

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Department of Public Works Director Joel Lemke, Brandi Makuski, Cathy Dugan, Barb Jacob, Garry Curless, Ward Wolff, John Baehr, Matthew Brown, and Robert Welling.

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INDEX:

1. Report of the March 5, 2012 Plan Commission meeting.
  2. Request from Robert Welling for a conditional use permit for the purpose of converting second floor storage space into two, two-bedroom apartments at **1201-1225 Main Street (Parcel ID 2408-32-2027-06)**, with off-site parking.
  3. Request from Genuine Parts Company for a conditional use permit for the purposes of constructing an approximate 25,000 square feet addition, which will contain chemical storage, to the existing distribution center within the Wellhead Protection Overlay District at **5101 Coye Drive (Parcel ID 2308-02-2000-08)**.
  4. Other business.
  5. Adjourn.
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1. Report of the March 5, 2012 Plan Commission meeting.

**Motion by Commissioner Patton to approve the report of the March 5, 2012 meeting as presented; seconded by Commissioner Laskowski. Motion carried 4-0.**

2. Request from Robert Welling for a conditional use permit for the purpose of converting second floor storage space into two, two-bedroom apartments at **1201-1225 Main Street (Parcel ID 2408-32-2027-06)**, with off-site parking.

Director Ostrowski stated Mr. Welling is requesting a conditional use permit for the purposes of converting second floor space, primarily used for storage, into two, two-bedroom apartment units. The addition of two apartment units will require parking spaces at a rate of 1.5 spaces per 1-bedroom unit; 2 spaces per 2-bedrooms units; multiple dwellings shall have 1 space for each person 18 years of age or older. Mr. Welling is proposing to lease four parking spaces from the City, located north of the intersection of Crosby Street and Centerpoint Drive. The conversion will require interior renovation of walls, floors, and doors. New exterior windows are proposed for both units, which must get Historic Preservation / Design Review Commission approval prior to installation. Staff recommends approval with the following conditions:

- Applicant must secure the appropriate number of parking spaces through a city permit.
- Shall parking ever become unavailable, the conditional use must cease within 60 days, or another parking location must be approved.

- Applicant must secure a multi-family license prior to occupying the unit.
- The interior work for the apartment shall be completed within one (1) year after final approval, and may be granted a six month extension with approval by staff.
- Exterior improvements must be reviewed and approved by the Historic Preservation / Design Review Commission (windows, trim, etc).
- Dumpsters and/or refuse containers shall be screened from view.

Commissioner Laskowski asked what would be the likelihood of the tenants parking in the Crosby lot and what will happen if they park on the street or park at Shopko in terms of enforceability.

Director Ostrowski stated that there is no overnight parking on the street, and they could park in the Shopko lot during the day. The biggest issue with the downtown district is that residential uses are the only uses that require parking. For a landlord to rent an apartment, they are required to provide some sort of parking near the site. Ultimately, not having parking immediately next to the unit will be an obstacle to renting the units. However, a lot of the people living in the downtown area will likely take the bus or use public transportation.

Economic Development Specialist Kyle Kearns stated that the City currently leases 10 spaces in the Crosby lot with the lessees asked to park in the north side of the lot.

Commissioner Patton asked what the cost for the permit would be. Director Ostrowski believed it was \$10.00 per month.

Commissioner Haines asked about the photo showing the brick building with bricked-up windows and wondered if the windows would remain covered. Director Ostrowski clarified that Mr. Welling is going to open most of the windows on the exterior of the building and renovate the northwest whole corner, eventually replacing new storefront windows. Furthermore, Mr. Welling will redo all of the window openings and tuckpoint the building, subject to Historic Preservation/Design Review Commission's approval on Wednesday.

**Motion by Commissioner Patton to approve the off-site parking request and the conditional use request with the following conditions:**

- **Applicant must secure the appropriate number of parking spaces through a city permit.**
- **Shall parking ever become unavailable, the conditional use must cease within 60 days, or another parking location must be approved.**
- **Applicant must secure a multi-family license prior to occupying the unit.**
- **The interior work for the apartment shall be completed within one (1) year after final approval, and may be granted a six month extension with approval by staff.**
- **Exterior improvements must be reviewed and approved by the Historic Preservation / Design Review Commission (windows, trim, etc).**
- **Dumpsters and/or refuse containers shall be screened from view.**

**seconded by Commissioner Haines.**

Cathy Dugan, 615 Somers Street said this sounds like a wonderful project and that the building was in need of some help.

**Motion carried 4-0.**

3. Request from Genuine Parts Company for a conditional use permit for the purposes of constructing an approximate 25,000 square foot addition, which will contain chemical storage, to the existing distribution center within the Wellhead Protection Overlay District at **5101 Coye Drive (Parcel ID 2308-02-2000-08)**.

Director Ostrowski stated NAPA Auto Parts is requesting a conditional use permit for the purposes of constructing a 3-story, 25,110 square foot addition onto the south side of their existing facility. The first story will contain a fully enclosed containment facility for hazardous and flammable liquids. Furthermore, the second floor will primarily house aerosol products and the third floor mezzanine will be used for bulk storage. The first floor is designed to provide 100% containment of chemical spills, in other words, a complete lock down of the facility, keeping the spill within the building. Currently, the materials within the existing building do not have adequate containment for spills. The proposed addition incorporates an improved containment facility providing drastic improvements from the existing 35 year old building. Quantities of hazardous chemicals are not proposed to change with the completion of the addition, but may fluctuate dependent upon other factors within the business climate. A larger distribution facility will allow for NAPA to increase efficiency, productivity, and safety. Staff would recommend approval with the following conditions:

- Hazardous substances currently on site shall be properly handled, following all necessary precautions to avoid spills, when relocation occurs.
- No new hazardous chemical types may be stored on the property without the review and approval by the Portage County Emergency Management and the Stevens Point Water Department. Any new extremely hazardous substances (EHS) or chemicals that need to be reported to the state (quantity of 10,000 lbs or more), shall require an amendment to the Conditional Use Permit.
- Owner shall provide the Stevens Point Water Department with Material Safety Data Sheets for any new or different chemicals stored or used on site. The City reserves the right to impose additional restrictions or to deny permission to new or different chemical use.
- Owner shall agree to give access to city staff or representatives for the purpose of inspecting the premises to determine compliance with the conditional use permit.
- No drains shall be located within rooms containing chemicals, or where chemicals are transported within the building.
- The unloading and loading of any chemicals shall be done within the confines of the building as to prevent spills outside the building.
- Owner shall file the appropriate plans with the State and County as it relates to the updated location of chemical storage area of the facility.
- Curbing or other means of prevention shall be installed around the containment room at a height to adequately prevent spills from exiting the containment room.
- Containment room shall provide 100-percent containment.
- A private fire hydrant shall be installed per fire department specifications if water pressure is not adequate to handle facility use, sprinkler system, and firefighting.
- The hydraulics of a sprinkler system shall be reviewed and approved by a licensed engineer.
- Snow will need to be removed from the site or stored in a location where it does not negatively impact the adjacent properties.
- A site drainage plan will need to be reviewed and approved by the Department of Public Works.

- Failure to comply with any condition shall be reason to void the conditional use permit and chemical storage shall cease.

Commissioner Haines asked if this was under a conditional use prior to being brought before Plan Commission. Director Ostrowski stated that it was not under a conditional use before, as this business existed prior to our wellhead protection ordinance. Our code allows for uses to remain, and it allows for the strengthening of containment. Any additions would require a conditional use permit.

Commissioner Haines clarified that the business is in the Stevens Point Industrial Park and that it is in Zone B of the Wellhead Protection Map for Stevens Point.

Commissioner Haines clarified that currently there is chemical storage in the building and that this addition would bring increased containment without additional chemicals. Director Ostrowski stated NAPA has provided a list of chemicals that are in the facility. The Water Department and the Fire Department have reviewed the list. Furthermore, up-to-date plans are on file with Portage County Emergency Management and extremely hazardous substance lists reported to the state are current. Staff would recommend approval with the condition that any additional chemicals will be reviewed by the Water Department and Portage County Emergency Management. The quantities could have a fluxuation depending on inventory, but the facility would have to provide adequate containment.

**Motion by Commissioner Patton to approve the request from NAPA with the following conditions:**

- **Hazardous substances currently on site shall be properly handled, following all necessary precautions to avoid spills, when relocation occurs.**
- **No new hazardous chemical types, or additional quantities of current chemicals, may be stored on the property without the review and approval by the Portage County Emergency Management and the Stevens Point Water Department. Any new extremely hazardous substances (EHS) or chemicals that need to be reported to the state (quantity of 10,000 lbs or more), shall require an amendment to the Conditional Use Permit.**
- **Owner shall provide the Stevens Point Water Department with Material Safety Data Sheets for any new or different chemicals stored or used on site. The City reserves the right to impose additional restrictions or to deny permission to new or different chemical use.**
- **Owner shall agree to give access to city staff or representatives for the purpose of inspecting the premises to determine compliance with the conditional use permit.**
- **No drains shall be located within rooms containing chemicals, or where chemicals are transported within the building.**
- **The unloading and loading of any chemicals shall be done within the confines of the building as to prevent spills outside the building.**
- **Owner shall file the appropriate plans with the State and County as it relates to the updated location of chemical storage area of the facility.**
- **Curbing or other means of prevention shall be installed around the containment room at a height to adequately prevent spills from exiting the containment room.**
- **Containment room shall provide 100-percent containment.**
- **A private fire hydrant shall be installed per fire department specifications if water pressure is not adequate to handle facility use, sprinkler system, and firefighting.**

- **The hydraulics of a sprinkler system shall be reviewed and approved by a licensed engineer.**
- **Snow will need to be removed from the site or stored in a location where it does not negatively impact the adjacent properties.**
- **A site drainage plan will need to be reviewed and approved by the Department of Public Works.**
- **Failure to comply with any condition shall be reason to void the conditional use permit and chemical storage shall cease.**

**seconded by Commissioner Laskowski.**

Cathy Dugan, 615 Sommers Street, wanted to be clear that the addition would hold only current chemicals and no new ones, and possibly more of them.

Alderperson Moore stated that is correct.

Director Ostrowski stated that there could be a fluxuation in the amounts, and different chemicals could be stored there if approval is granted from the Water Department and Portage County Emergency Management. Any chemicals that would need to be reported to the State would be done so as well.

**Motion carried 4-0.**

4. Other Business.

Director Ostrowski stated that we would start back up with the Zoning Code Rewrite in May and will be sending out a calendar for commission availability.

5. Adjourn.

**Meeting adjourned at 6:09 PM.**



# Memo

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

## City of Stevens Point – Department of Community Development

To: Plan Commission  
From: Kyle Kearns  
CC:  
Date: 5/7/2012  
Re: Conditional Use Renewals

Several conditional use permits are up for renewal. These permits include:

1. Players' Lounge, **2124 Rice Street ( Parcel ID 2308-04-2006-03)** to operate a tavern,
2. Final Score, **908 Maria Drive (Parcel ID 2408-29-2400-16)** to operate a tavern,
3. Graffiti's, **912 Main Street (Parcel ID 2408-32-2015-29 & 2408-32-2015-11)** to operate a tavern,
4. Archies, **2317 Division Street (Parcel ID 2408-32-4035-22)** to operate a tavern and,
5. Partner's Pub, **2600 Stanley Street (Parcel ID 2408-28-3024-38)** to operate a tavern.

All businesses are meeting the conditions placed upon them. The Police Department has indicated that the only violation received were two noise complaints at the Players' Lounge (2124 Rice Street) in April 2012. Both incidents were unfounded; therefore, staff would recommend approval of the renewals with an expiration date of June 30, 2014.

The current resolutions are attached.

746293



CYNTHIA A WISINSKI  
PORTAGE COUNTY REGISTER OF DEEDS  
RECEIVED FOR RECORD  
JUNE 29, 2010 AT 02:10PM

*Cynthia A Wisinski*

CYNTHIA A WISINSKI, REGISTER OF DEEDS  
Fee Amount: \$30.00

## RESOLUTION

③

RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **2124 Rice St.**, described as Prt NW NW S4 T23 R8 Des: Com NW Cor Cleveland Ave & Rice Th W 630F MOL to WL Sd 40, Th N 300F, Th E PLL Rice St 630F MOL To WL Cleveland Ave Th S300F to POB, Stevens Point, Wisconsin, is hereby granted a Conditional Use for the Purpose of Operating a Tavern with the following conditions:

- 1) The building must be modified with materials specifically designed to muffle or contain noise/music inside the building,
- 2) Screening in the form of berms shall be installed on the Rice St. and Cleveland Ave. sides of the lot – berms to be at least 5 ft. in height and must be finished with grass or landscaping,
- 3) Entrances shall be arranged in a manner that patrons under the age of 21 will not be admitted to the bar area,
- 4) Live band concerts held on the premises shall be limited to an 11 p.m. ending of the music performance. DJ or band activity shall cease at 10 p.m. on Sunday through Thursday, and 11 p.m. on Friday and Saturday nights. The tavern/lounge shall close at midnight on Sunday through Thursday nights and 2 a.m. on Saturday and Sunday mornings.
- 5) The business must be operated in a manner that music heard from outside the building does not unreasonably disturb the peace and enjoyment of the residential neighborhood,
- 6) The business must be operated in a manner that patrons must be prevented from congregating outdoors in a manner that would unreasonably disturb the peace and enjoyment of the residential neighborhood,
- 7) The doors shall be kept closed so that noise does not unreasonably disturb the peace and enjoyment of the residential neighborhood,
- 8) The exterior of the building, including the tavern expansion, shall be improved as shown on the attached plans,
- 9) No alcohol or fermented malt beverage may be served or consumed in the volleyball and basketball area,
- 10) The building plan layout as presented on the attachment is approved and shall not be modified without city approval, and
- 11) Alcohol may be served and consumed only in the following places: 90 days from date of passage of this conditional use resolution or when the “bar area” opens whichever occurs first: 19 ft x 54 ft area designated “temporary bar area” as shown on attached map; after 90 days from passage of this

conditional use resolution: 41 ft x 96 ft building addition designated as "bar area" as shown on the attached map.

12) It is the intent of the City to require completion of the exterior portions of the project by the end of April, 2009. However, given that exterior work may be difficult to complete by the end of April due to poor weather conditions, the Inspection Department is given the discretion to allow the business to operate the tavern as provided above with an extension of time to complete the exterior portion of the project as shown on the attached drawings until June 30, 2009.

13) A complete site plan/landscaping plan be submitted to the Community Development Department by February 22, 2010 that would include that the 5 planting areas be enhanced and redesigned with raised mulch beds with increased plantings of year round foliage, and a new raised mulch bed be installed across the entire entry south driveway with plantings to match the requirements for the other planting areas;

14) dumpsters be screened with fencing that matches the building color;

15) paint, or other materials, on the south side of the building to replace the area currently painted blue and wrap around the building to the north (not to include the area above the blue) with consistency in the gray colors of the building to be approved by the Community Development Department;

16) year round foliage on the south side of the building;

17) close the south driveway closest to the building and curb it off at the owners expense;

18) remove the hvac units along the south elevation;

19) repair the deck and paint the rusty doors and posts on the south elevation;

20) Conditional Use Permit to expire June 30, 2012.

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

APPROVED: \_\_\_\_\_

  
Andrew Halverson, Mayor

ATTEST: \_\_\_\_\_

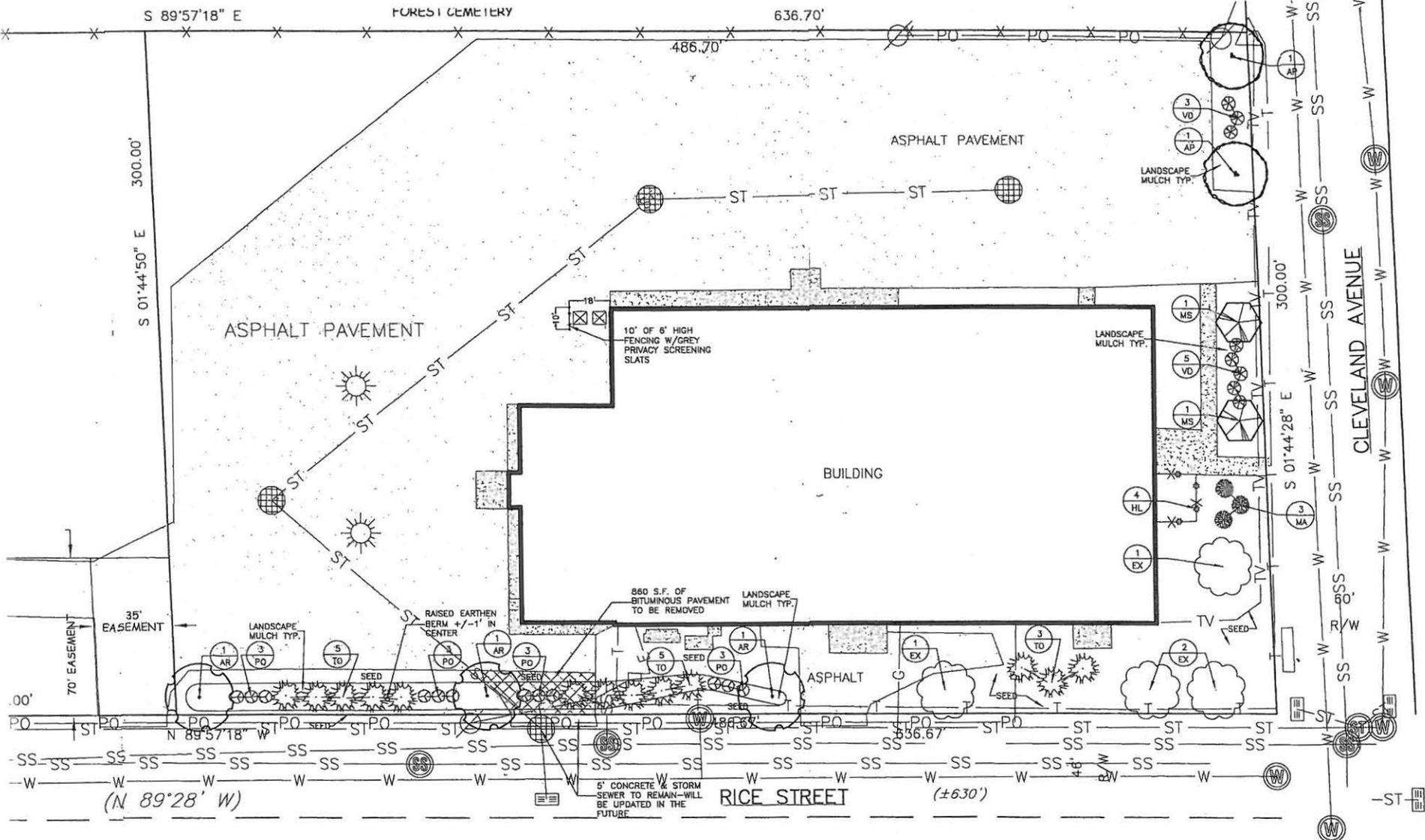
  
John Moe, City Clerk

Dated: June 21, 2010

Adopted: June 21, 2010

Drafted by: Mike Morrissey

Return to: City Clerk



DOC# 746293

**GENERAL NOTES:**

1. CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
2. CONTRACTOR SHALL VERIFY THE LOCATION OF ALL PRIVATE UTILITIES PRIOR TO THE START OF WORK.
3. 6" OF TOPSOIL SHALL BE PROVIDED IN ALL GENERAL LANDSCAPE AREAS.
4. SEED/FERTILIZE/CRIMP HAY MULCH ALL GENERAL LANDSCAPE AREAS AS NOTED.
5. ALL PLANTINGS LISTED SHALL MEET THE NURSERYMEN'S ASSOCIATION STANDARDS FOR THE SIZES GIVEN.
6. 4" OF SHREDDED BARK MULCH SHALL BE PLACED IN ALL BEDS.
7. ALL TREES SHALL BE STAKED WITH A MINIMUM OF THREE STAKES.
8. ALL TREES IN THE TURF AREA SHALL HAVE A 5" DIAMETER CIRCLE OF 4" DEPTH OF SUBTENDENCY.

DO NOT PRUNE BEFORE ACCEPTANCE  
FORM SAUCER W/ TOPSOIL TO HOLD WATER  
MULCH PLANTED W/



759818



CYNTHIA A WISINSKI  
PORTAGE COUNTY REGISTER OF DEEDS  
RECEIVED FOR RECORD  
July 19, 2011 AT 03:25PM

CYNTHIA A WISINSKI, REGISTER OF DEEDS  
Fee Amount: \$30.00  
Total Pages 2

**RESOLUTION**

**RESOLVED** by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **2124 Rice Street**, described as Lot 1 CSM # 9633-41-113 Bgn Prt NWNW; Subj to Esmt & RC Des 721385 S4 T23 R8, City of Stevens Point, Portage County Wisconsin, is hereby granted a Conditional Use Permit to operate a tavern with (1) hours of operation to be 11:00 AM to 2:00 AM on Monday – Friday (or legally allowed hours, whichever is earlier) and 11:00 AM to 2:30 AM on Saturday – Sunday (or legally allowed hours, whichever is earlier) and (2) a temporary premise extension for the sports area for six events to be held on July 23, 2011, September 10, 2011, October 1, 2011, October 15, 2011, October 22, 2011, and November 11, 2011. Please see attachments for event descriptions and area locations.

1. Curb is installed at the ingress/egress section on Rice Street within one month after final approval.
2. The hours of operation shall be limited to the following:
  - a. Live band concerts held on the premises shall be limited to an 11 PM ending of the music performance.
  - b. DJ or band activity shall cease at 10 PM on Sunday through Thursday, and 11 PM on Friday and Saturday nights.
  - c. The tavern/lounge shall have hours of operation from 11:00 AM to 2:00 AM on Monday – Friday (or legally allowed hours, whichever is earlier) and 11:00 AM to 2:30 AM on Saturday – Sunday (or legally allowed hours, whichever is earlier).
3. Previous conditions still remain.
4. The conditional use permit shall expire June 30, 2012.

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

Approved:

Andrew J. Halverson, Mayor

Attest:

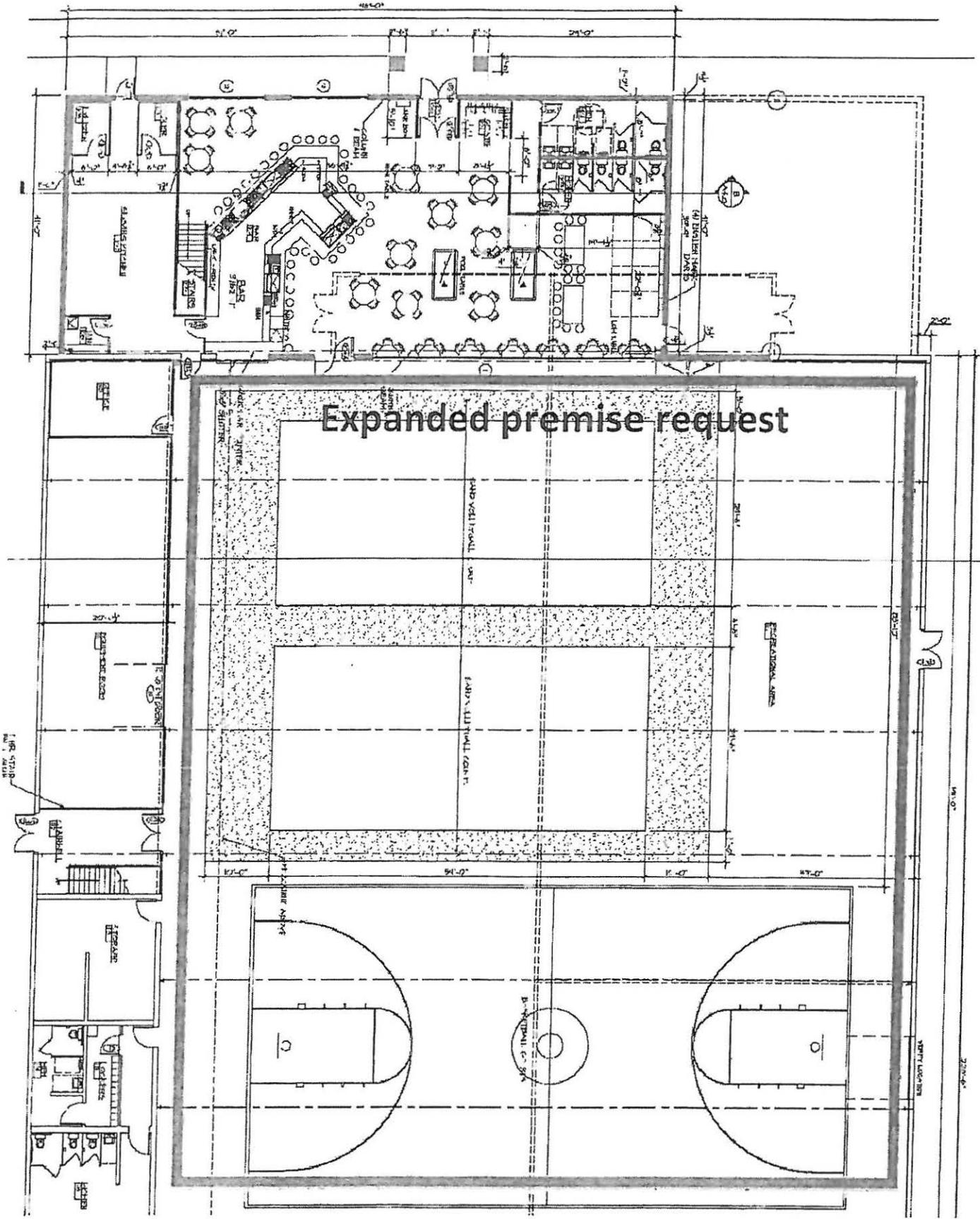
John Moe, City Clerk

Dated: July 18, 2011

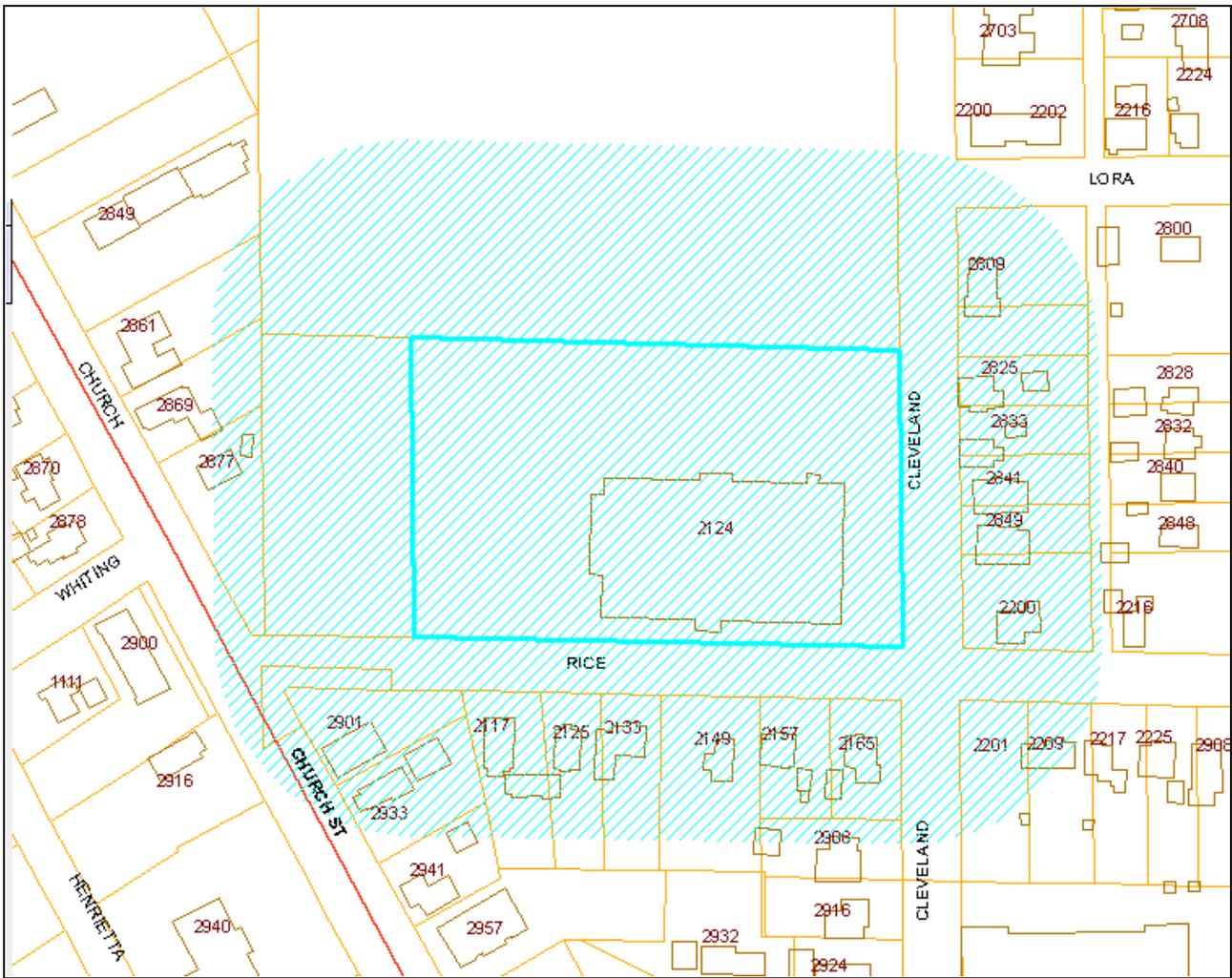
Adopted: July 18, 2011

Drafted by: Michael Ostrowski

Return to: City Clerk



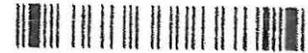
**2124 Rice Street – Players’ Lounge – Conditional Use – Exhibit Map (200 Feet Boundary)**



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
281230804200601	2125 Patch St Forest Cemetery	City Of Stevens Point	1515 Strongs Ave	Stevens Point	WI	54481
281230804200603	2124 Rice St	JG Landbankski LLC	1320 Okray Ave	Plover	WI	54467
281230804200604	Rice St	South Point Center	5495 Azores Ct	San Diego	CA	92124
281230804200701	2165 Rice St	Wisconsin Housing & Economic	PO Box 1728	Madison	WI	53701
281230804200702	2157 Rice St	Leroy J Cordy &	2157 Rice St	Stevens Point	WI	54481
281230804200703	2149 Rice St	Mary G Haessly	2149 Rice St	Stevens Point	WI	54481
281230804200704	2133 Rice St	David J & Diane C Lobermeier	2133 Rice St	Stevens Point	WI	54481

281230804200705	2125 Rice St	Kevin M Duda	2125 Rice St	Stevens Point	WI	54481
281230804200706	2117 Rice St	Heather R Tetzlaff	2117 Rice St	Stevens Point	WI	54481
281230804200707	Rice & Church St	City Of Stevens Point	1515 Strongs Avenue	Stevens Point	WI	54481
281230804200708	2901 Church St	Stephen R Faber & J S Meyers	3008 Vine St	Stevens Point	WI	54481
281230804200709	2933 Church St	Nicholas P & Aubrey M Schommer	2933 Church St	Stevens Point	WI	54481
281230804200710	2941 Church St	Jeremy R Pagel	2941 Church St	Stevens Point	WI	54481
281230804200729	2908 Cleveland Ave	James E & Linda Glodowski	2908 Cleveland Ave	Stevens Point	WI	54481
281230804201003	2217 Rice St	Albert P Somers	2140 Jelinski Circle	Plover	WI	54467
281230804201004	2209 Rice St	Joseph B & Jamy A Klopotic	2209 Rice St	Stevens Point	WI	54481
281230804201005	2201 Rice St	Stevens Point Area	1900 Polk St	Stevens Point	WI	54481
281230804201103	2825 Cleveland Ave	Peter B & Barbara J Shippy	2825 Cleveland Ave	Stevens Point	WI	54481
281230804201104	2833 Cleveland Ave	Eric Wroblewski	6700 County Rd HH	Stevens Point	WI	54482
281230804201105	2841 Cleveland Ave	Toni D Donaldson	2841 Cleveland Ave	Stevens Point	WI	54481
281230804201106	2849 Cleveland Ave	Sandra M Meronek	2849 Cleveland Ave	Stevens Point	WI	54481
281230804201107	2200 Rice St	Clarice R Rogers	2200 Rice St	Stevens Point	WI	54481
281230804201115	2809 Cleveland Ave	William E & Julie A Olsen	2809 Cleveland Ave	Stevens Point	WI	54481
281230804201116	Cleveland Ave	Peter B & Barbara J Shippy	2825 Cleveland Ave	Stevens Point	WI	54481
281230805101710	2849 Church St	Exchange Services LLC	2849 Church St	Stevens Point	WI	54481
281230805101711	2861 Church St	Exchange Services LLC	2849 Church St	Stevens Point	WI	54481
281230805101712	2869 Church St	Corine S Peroutka	2869 Church St	Stevens Point	WI	54481
281230805101713	2877 Church St	Thomas J Bushman	PO Box 68	Rosholt	WI	54473

746301



CYNTHIA A WISINSKI  
PORTAGE COUNTY REGISTER OF DEEDS  
RECEIVED FOR RECORD  
JUNE 29, 2010 AT 02:10PM

CYNTHIA A WISINSKI, REGISTER OF DEEDS  
Fee Amount: \$30.00

RESOLUTION

①

RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **908 Maria Dr.**, described as Lot 1 CSM 5871-21-187 Bng Prt SE NW S29 T24 R8, City of Stevens Point, Wisconsin, is hereby granted a Conditional Use for the Purpose of Operating a Tavern with the following conditions:

- 1) A 5 ft. lattice fence shall be constructed around the perimeter of the patio
- 2) a privacy fence shall be constructed along the north property line between the house and the patio,
- 3) limit the level of outdoor sound so the sound level is not audible beyond the limits of the owner's property line beyond 10:00 p.m.
- 4) no consumption of alcohol in the premise extension after 10:00 p.m.
- 5) Conditional Use Permit shall expire June 30, 2012

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

APPROVED:   
Andrew Halverson, Mayor

ATTEST:   
John Moe, City Clerk

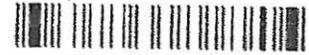
Dated: June 21, 2010  
Adopted: June 21, 2010

Drafted by: Mike Morrissey  
Return to: City Clerk



281240829240 016	908 Maria Dr	James T & Deborah J Billings	908 Maria Dr	Stevens Point	WI	54481
281240829240 018	916 Maria Dr	JADA LLC	908 Maria Dr	Stevens Point	WI	54481
281240829240 019	932 Maria Dr	James T & Deborah J Billings	709 Sunset Ave	Stevens Point	WI	54481
281240829240 021	Rear Maria Dr	James T & Deborah J Billings	709 Sunset Ave	Stevens Point	WI	54481
281240829300 309	109 Second St	Second Street Auto Clinic Inc	109 Second St	Stevens Point	WI	54481
281240829300 310	125 & A Second St	Veronica J Pfleiderer	2623 Green Apple Ln	Rockford	IL	61107
281240829300 338	925 Maria Dr	D&R Ventures LLC	3038 Campsite Dr	Stevens Point	WI	54481
281240829300 402	800 Walker St	Gary M Sopa	800 Walker St	Stevens Point	WI	54481
281240829300 403	808 Walker St	Louis P & Frances V Lehman	2955 Highway 10 W	Junction City	WI	54443
281240829300 404	124 Second St	Anna Marie Slivicke	124 Second St	Stevens Point	WI	54481
281240829300 407	108 Second St	Lodzinski Family Trust	425 West Wilson Ave	Stevens Point	WI	54481

746300



CYNTHIA A WISINSKI  
PORTAGE COUNTY REGISTER OF DEEDS  
RECEIVED FOR RECORD -  
JUNE 29, 2010 AT 02:10PM

CYNTHIA A WISINSKI, REGISTER OF DEEDS  
Fee Amount: \$30.00

RESOLUTION

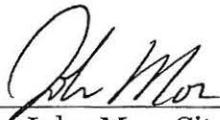
①

RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **2317 Division St.**, described as N 47' of Lots 9 & 10 Blk 4 Helm Add., City of Stevens Point, Wisconsin, is hereby granted a Conditional Use for the Purpose of Operating a Tavern with the following conditions:

- 1) a decorative fence that is less than 50% solid be maintained on three sides of the patio area. The fence is to be constructed at least 2 feet from the sidewalk with landscaping placed between the fence and the sidewalk.
- 2) Conditional Use to expire June 30, 2012.

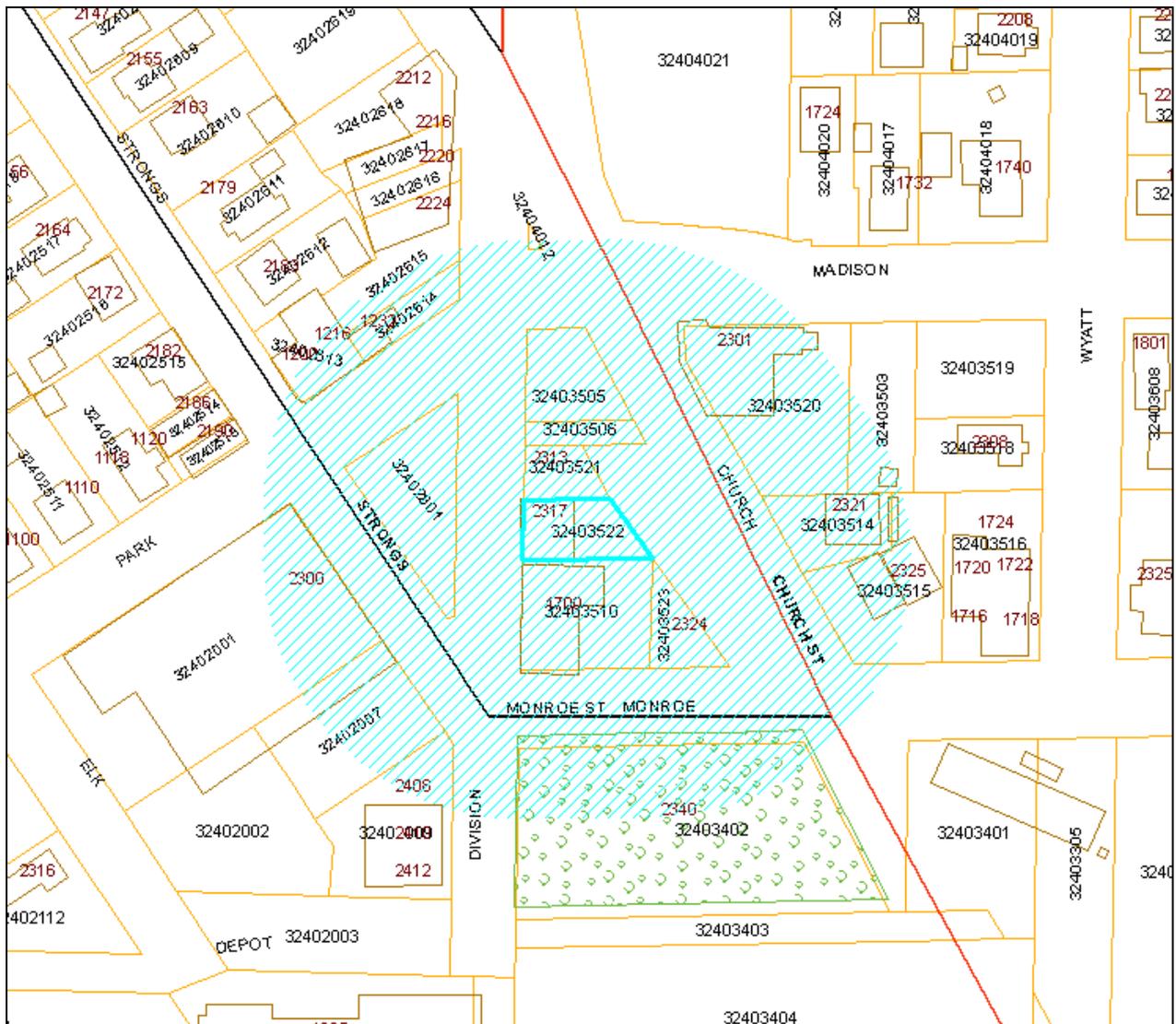
Such approval constitutes a Conditional Use under the City's Ordinances.

APPROVED:   
Andrew Halverson, Mayor

ATTEST:   
John Moe, City Clerk

Dated: June 21, 2010  
Adopted: June 21, 2010  
  
Drafted by: Mike Morrissey  
Return to: City Clerk

**2317 Division Street – Archie’s – Conditional Use – Exhibit Map (200 Feet Boundary)**



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
28124083240200 1	2300 Strongs Ave	Skip's Bowling Center LLC	2300 Strongs Avenue	Stevens Point	WI	54481
28124083240200 7	Strongs Ave	Skip's Bowling Center LLC	2300 Strongs Avenue	Stevens Point	WI	54481
28124083240200 9	2408-12 Division St	Barbara Jacob	2408 Division Street	Stevens Point	WI	54481
28124083240261 3	1200-16 Park St	Joseph M Neuberger &	7866 Rolling Hills Rd	Custer	WI	54423
28124083240261 4	1232 Park St	Michael J Westberg	1232 Park Street	Stevens Point	WI	54481
28124083240261 5	2224 Division St	David J & Diane M Pozarski	1809 School Street	Stevens Point	WI	54481
28124083240350 3	Madison St	Rhody R Mallick	2301 Church Street	Stevens Point	WI	54481
28124083240351 0	1700 Monroe St	TOTC LLC	1700 Monroe Street	Stevens Point	WI	54481

28124083240351 4	2321 Church St	Stevens Point 2321 Church WI LLC	2201 Madison St	Stevens Point	WI	54481
28124083240351 5	2325 Church St	Robert C Skierka	2325 Church St	Stevens Point	WI	54481
28124083240352 0	2301 Church St	Rhody R Mallick	2301 Church Street	Stevens Point	WI	54481
28124083240352 1	2313 Division St	Stevens Point 2317 Division WI LLC	2201 Madison St	Stevens Point	WI	54481
28124083240352 2	2317 Division St	Stevens Point 2317 Division WI LLC	2201 Madison St	Stevens Point	WI	54481
28124083240352 3	2324 Church St	Stevens Point 2317 Division WI LLC	2201 Madison St	Stevens Point	WI	54481

761984



CYNTHIA A WISINSKI  
PORTAGE COUNTY REGISTER OF DEEDS  
RECEIVED FOR RECORD  
Sep. 26, 2011 AT 02:05PM

CYNTHIA A WISINSKI, REGISTER OF DEEDS  
Fee Amount: \$30.00  
Total Pages 4

## RESOLUTION

### (2600 STANLEY STREET)

**BE IT RESOLVED** by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **2600 Stanley Street**, described as LOT 2 CSM#5695-21-11 BNG PRT NE SW S28 T24 R8, City of Stevens Point, Portage County, Wisconsin, is hereby granted a Conditional Use Permit to operate a tavern with a temporary premise extension for the outdoor area for an event on October 8, 2011, as indicated on the attached plans. The Conditional Use Permit is subject to the following conditions:

1. The Public Protection Committee must review this event request.
2. Adequate security shall monitor the event, including two uniformed Stevens Point police officers.
3. DJ can operate with amplified music at a reasonable volume during the hours of 12:00 PM – 6:30 PM for the event.
4. The event is concluded by 7:30 PM.
5. The premise area must be fenced and there shall be adequate security monitoring each entrance for the event.
6. Any garbage or trash shall be removed from the property within 24 hours following the event.
7. No cups or garbage shall leave the site. If it does, Partner's Pub shall be responsible for cleanup of these materials.
8. Fencing must be removed within 48 hours following the event.
9. All alcohol must be consumed within the legally defined premise area.
10. Refuse containers shall be screened from neighboring properties with a trash enclosure or the containers shall be neatly placed behind the building.
11. Previous conditions still remain.
12. The conditional use permit shall expire June 30, 2012.

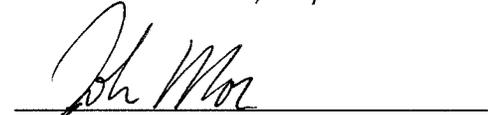
Such approval constitutes a Conditional Use under the City's ordinances.

Approved:



Andrew J. Halverson, Mayor

Attest:



John Moe, City Clerk

Dated: September 19, 2011

Adopted: September 19, 2011

Drafted by: Michael Ostrowski

Return to: City Clerk

Partner's Pub and Grill  
2600 Stanley Street  
Stevens Point, WI  
54481

Public Protection Committee:

Partner's Pub is requesting a one day "Special Event License" for Saturday, October 8<sup>th</sup>, 2011. This will be the 34<sup>th</sup> annual Homecoming celebration at the pub for the University.

Event: UWSP Homecoming

Time: 11:00am until 7:30pm

Number of people expected:  
Between 800 and 1000 depending on weather

Restrooms: Three inside and 20 port-a-potties Outside

Music: DJ from 12(noon)- 6:30pm

Parking: Partner's east lot and street parking north of Goerke Field and 4<sup>th</sup> Avenue, many customers walk to the event.

Security: Ten security plus owners, 2 uniformed Stevens Point police officers.

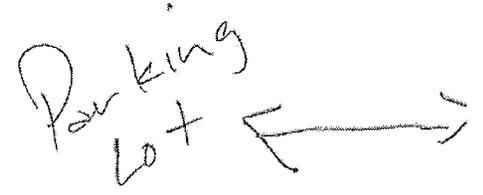
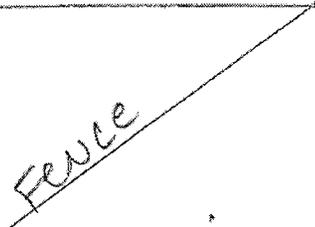
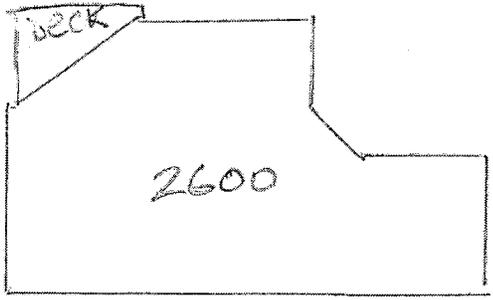
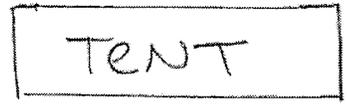
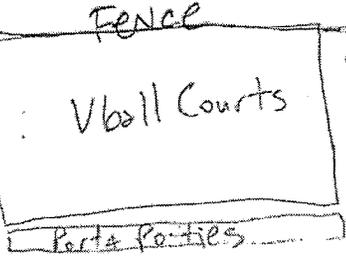
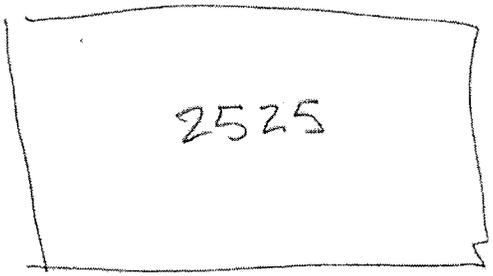
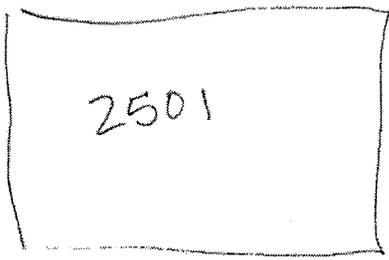
The tavern and outside beer areas are to be fenced off as in years past. Two entrances to be staffed by security.

Thank you for your consideration.

Sincerely,  
Tim McKeown and Rob Konkol  
Owners Partner's Pub

17th Ave.

N ↑



Fence

Fence

Fence

Fence

Fence

Fence SIDE WALK

entrance X

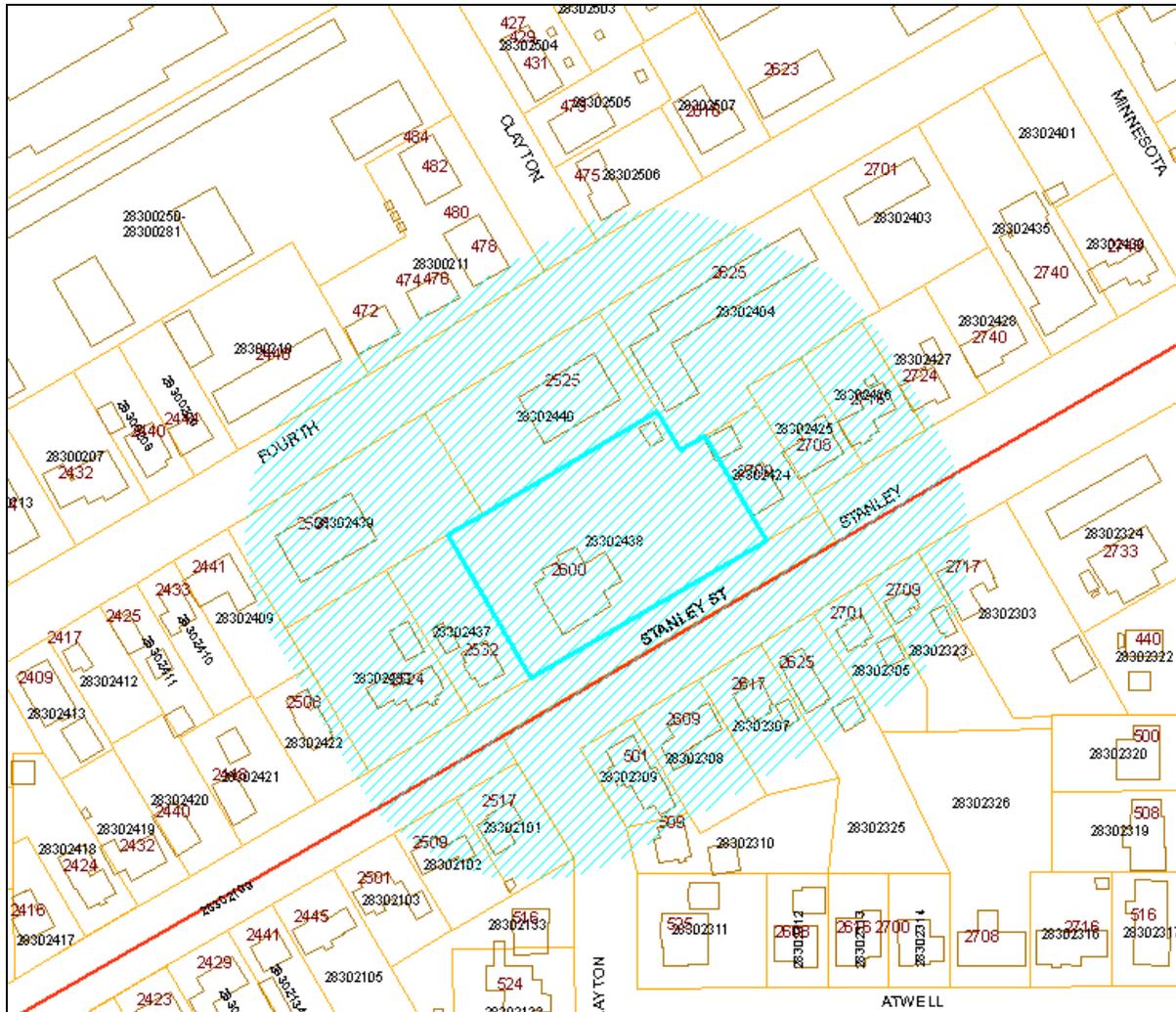
X X entrance

DOC# 761984

Partner's Pub & Grill Homecoming

Stanley Sit

**2600 Stanley Street – Partner’s Pub – Conditional Use – Exhibit Map (200 Feet Boundary)**



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
281240828300210	2448 Fourth Ave	Ruth's Rentals of Stevens Point LLC	1620 Meadow View Ln	Stevens Point	WI	54482
281240828302101	2517 Stanley St	Jackie & Tomasita Earnest	2517 Stanley St	Stevens Point	WI	54481
281240828302102	2509 Stanley St	Kao Yang & Victoria Vang	2445 Brenner Ave	Maplewood	MN	55109
281240828302133	516 Clayton Ave	Jeffrey G Moscinski	516 Clayton Ave	Stevens Point	WI	54481
281240828302199	Stanley St (ROW)	State Of Wisconsin	?	Stevens Point	WI	54481
281240828302303	2717 Stanley St	Thomas S & K Rutkowski	2717 Stanley St	Stevens Point	WI	54481
281240828302305	2701 Stanley St	Lori E Pohl	2701 Stanley St	Stevens Point	WI	54481
281240828302307	2617 Stanley St	Jeremy J Niemczyk	2617 Stanley St	Stevens Point	WI	54481
281240828302308	2609 Stanley St	Darin S Dessart &	2609 Stanley St	Stevens Point	WI	54481
281240828302309	501 Clayton Ave	Earl J & B Bork	501 Clayton Ave	Stevens Point	WI	54481

281240828302310	509 Clayton Ave	Patrick F & Brenda S Suplicki	5419 Glenwood Ave	Stevens Point	WI	54482
281240828302323	2709 Stanley St	Naomi A Wanta	2709 Stanley St	Stevens Point	WI	54481
281240828302325	2625 Stanley St	Mary E Scheid-Kraft	3715 North Point Dr	Stevens Point	WI	54481
281240828302404	2625 Fourth Ave	MVP Properties LLC	P O Box 196	Plover	WI	54467
281240828302409	2441 Fourth Ave	Spranger Rentals LLC	P O Box 641	Stevens Point	WI	54481
281240828302422	2508 Stanley St	Dale K & Cindy M Rogers	2508 Stanley St	Stevens Point	WI	54481
281240828302424	2700 Stanley St	Partners Apartments LLC	1460 Larry's Dr	Stevens Point	WI	54482
281240828302425	2708 Stanley St	Robert P Konkol	2708 Stanley St	Stevens Point	WI	54481
281240828302426	2716 Stanley St	Louise M Basinski et al	2716 Stanley St	Stevens Point	WI	54481
281240828302427	2724 Stanley St	Michael J Steuerwald	1257 Whippletree Ln	Neenah	WI	54956
281240828302433	2524 Stanley St	David B Spranger	PO Box 641	Stevens Point	WI	54481
281240828302437	2532 Stanley St	Partners Apartments LLC	1460 Larry's Dr	Stevens Point	WI	54482
281240828302438	2600 Stanley St	Partner's Pub II LLC	2600 Stanley St	Stevens Point	WI	54481
281240828302439	2501 Fourth Ave	Spranger Rentals LLC	P O Box 641	Stevens Point	WI	54481
281240828302506	475 Clayton Ave	Kenneth D & Bonnie L Christner	384 Florence Dr	Stevens Point	WI	54482

746295



CYNTHIA A WISINSKI  
PORTAGE COUNTY REGISTER OF DEEDS  
RECEIVED FOR RECORD  
JUNE 29, 2010 AT 02:10PM

CYNTHIA A WISINSKI, REGISTER OF DEEDS  
Fee Amount: \$30.00

## RESOLUTION

②

RESOLVED by the Common Council of the City of Stevens Point, Portage County, Wisconsin, that based upon the application and after reviewing the Plan Commission record and hearing the testimony of interested parties, the Common Council determines that all conditions required have been met, the property located at **912 Main St.**, described as Lot 7 Blk 4 S E & O Add. Bng Prt NWNW S32 T24 R8, City of Stevens Point, Wisconsin, is hereby granted a Conditional Use for the Purpose of Operating a Tavern with the following conditions:

- 1) As submitted to the Plan Commission, the licensee shall:
  - a. Archive all surveillance video for at least seven (7) days for Police Department inspection.
  - b. The owner shall install and maintain secondary exit doors that sound in the event of opening by unauthorized persons in the licensed premises.
- 2) The licensee shall maintain order and peace in the licensed premises.
- 3) The licensee shall employ adequate security personnel.
- 4) All conditions, rules, laws and ordinances, including hereafter adopted, applicable to the licensed premises and owner are hereby incorporated by reference and are included as conditions of this conditional use permit.
- 5) Any licensed premise established, operated, or maintained in violation of any of the provisions or requirements of this conditional use permit shall be grounds for suspension or revocation of this conditional use permit and/or declared to be unlawful and a public nuisance, the City may, in addition to or in lieu of, any other remedies set forth in the Stevens Point Municipal Code chapter twelve & 12.14 ordinance or the City's Revised Municipal Code, commence an action to enjoin, remove, or abate such nuisance in the manner provided by law and shall take such other steps and apply to such court or courts as may have jurisdiction to grant such relief as will abate or remove such public nuisances, and restrain and enjoin any person(s) from establishing, operating, or maintaining said conditional use contrary to the provisions of this conditional use permit.
- 6) The owner and licensee understand and agree that the conditions set forth above and incorporated by reference are conditions of review that the Plan Commission may use in license and/or conditional use approval, renewal and suspension/revocation proceedings.
- 7) Approval on the aforementioned resolution constitutes a Conditional Use Permit approval under the City's ordinances.

8) Conditional Use to expire June 30, 2012.

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

APPROVED:   
Andrew Halverson, Mayor

ATTEST:   
John Moe, City Clerk

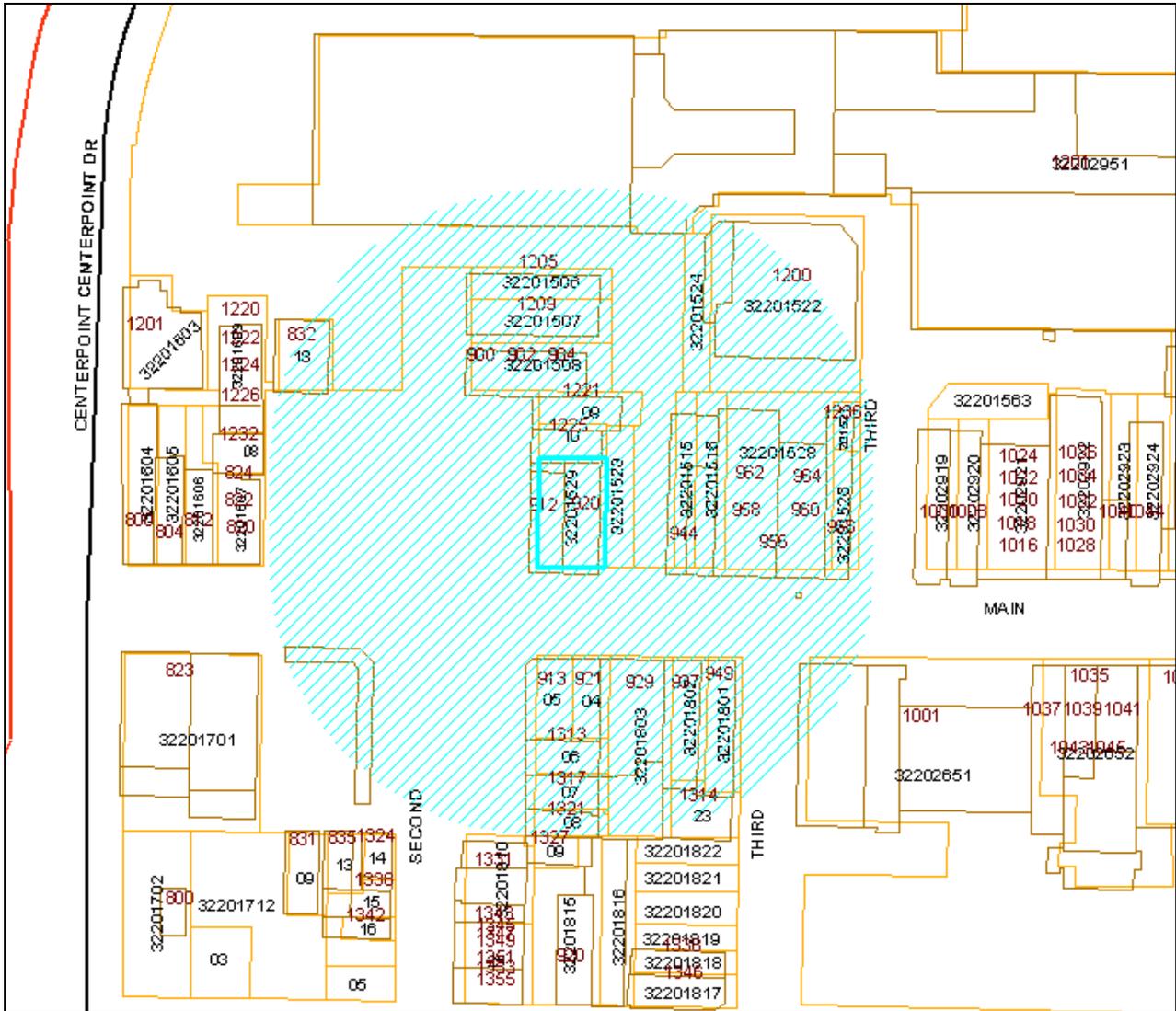
Dated: June 21, 2010

Adopted: June 21, 2010

Drafted by: Mike Morrissey

Return to: City Clerk

912 Main Street – Graffiti’s – Conditional Use – Exhibit Map (200 Feet Boundary)



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
281240832201506	1205 Second St	James E & Patricia Laabs	1026 Second St N	Stevens Point	WI	54481
281240832201507	1209 Second St	James E & P Laabs	1026 Second St N	Stevens Point	WI	54481
281240832201508	900-04 Main St	Peter J & Linda Leder	2001 Green Tree Rd	Junction City	WI	54443
281240832201509	1221 Second St	Michael J & Carol Brill	501 Walker Street	Stevens Point	WI	54481
281240832201510	1225 Second St	James R & Susan K Walczak	7060 Sixth Street	Stevens Point	WI	54481
281240832201515	944 Main St	Robert L & Carrie L Butt	1434 Plover Heights Road	Stevens Point	WI	54481
281240832201516	944 Main St	Robert L & Carrie L Butt	1434 Plover Heights Road	Stevens Point	WI	54481
281240832201522	1200 Third Ct	Gannett Midwest Publishing Inc	7950 Jones Branch Drive	McLean	VA	22107

281240832201523	1200 Third Ct	Gannett Midwest Publishing Inc	7950 Jones Branch Drive	McLean	VA	22107
281240832201524	1200 Third Ct	Gannett Midwest Publishing Inc	7950 Jones Branch Drive	McLean	VA	22107
281240832201526	968 Main St	Francesco & G Sciarrone &	2517 Prais St	Stevens Point	WI	54481
281240832201527	1236 Third Ct	Francesco & G Sciarrone &	2517 Prais St	Stevens Point	WI	54481
281240832201528	956-964 Main St	Schertz Properties LLC	1265 Main St Ste 104	Stevens Point	WI	54481
281240832201529	912-20 Main St	Troy Hojnacki &	P.O. Box 586	Stevens Point	WI	54481
281240832201618	832 Main St	Specialized Development LLC	PO Box 541	Stevens Point	WI	54481
281240832201801	949 Main St	M&C of Stevens Point LLC	1601 College Ave	Stevens Point	WI	54481
281240832201802	937 Main St	M&C of Stevens Point LLC	1601 College Ave	Stevens Point	WI	54481
281240832201803	929 Main St	First National Bank	111 Jefferson St	Waupaca	WI	54981
281240832201804	921-25 Main St	Susan M Simkowski	8420 Phoenix Ave #232	Fort Smith	AR	72903
281240832201805	913 Main St	T A Kessenich LLC	425 Whitetail Way	Deerfield	WI	53531
281240832201806	1313 Second St	Justin M & Julie B Gasper	1315 Second St	Stevens Point	WI	54481
281240832201807	1317 Second St	Michael P Lazare et al	1317 Second St	Stevens Point	WI	54481
281240832201808	1321 Second St	Bruce D & Stacie M Woboril	710 Fourth St	Plover	WI	54467
281240832201823	1314 Third St	First National Bank	111 Jefferson St	Waupaca	WI	54981

# Administrative Staff Report

Access Restriction Removal Request  
3317 Stanley Street  
May 7, 2012



Department of Community Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>• Vern Nystrom</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>• Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li><li>• Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>• 2408-28-1006-07</li></ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"><li>• "B-4" Commercial District</li></ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>• Commercial / Office/ Multi-family</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>• District 8 – Patton</li></ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"><li>• Frontage (feet): n/a</li><li>• Depth (feet): n/a</li><li>• Square Footage: 52,114</li><li>• Acreage: 1.196</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>• Vacant</li></ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"><li>• -</li></ul>	<p><b>Request</b></p> <p>Request from Vern Nystrom to remove access restrictions onto Stanley Street for the property located at <b>3317 Stanley Street (Parcel ID 2408-28-1006-07)</b>.</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"><li>• Parcel Data Sheet</li><li>• Application</li><li>• Certified Survey Map and Access Restriction</li></ul> <p><b>Findings of Fact</b></p> <ul style="list-style-type: none"><li>• The property is zoned "B-4" Commercial.</li><li>• The property is a vacant, unaddressed parcel.</li><li>• An office use development is proposed.</li><li>• An access restriction has been placed on the property deed.</li></ul> <p><b>Staff Recommendation</b></p> <p>Approve.</p>
--	---



Name and Address		Parcel #	Alt Parcel #	Land Use
Doctors Park LLP P O Box 689 Wausau, WI 54402		240828100607	240828100607	Vacant Land - Commercial
		Property Address		Neighborhood
		Stanley St		Stanley Street (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Doctors Park LLP	2/22/2008	\$906,700	Warranty Deed W/Add'L F	714280		Land

**SITE DATA**

**PERMITS**

Actual Frontage	0.0	Date	Number	Amount	Purpose	Note
Effective Frontage	0.0					
Effective Depth	0.0					
Square Footage	52,114.0					
Acreage	1.196					

**2012 ASSESSED VALUE**

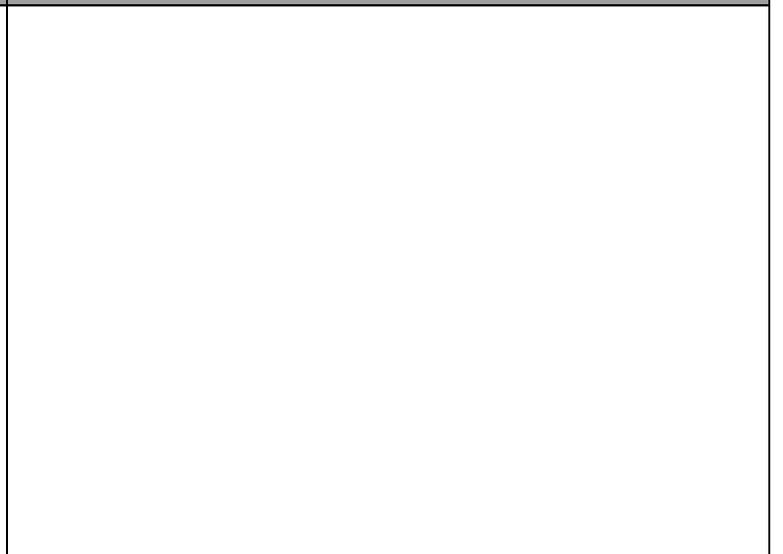
Class	Land	Improvements	Total
B-Commercial	\$66,000	\$0	\$66,000
<b>Total</b>	<b>\$66,000</b>	<b>\$0</b>	<b>\$66,000</b>

**LEGAL DESCRIPTION**

LOT 2 CSM#8365-33-45&A BNG PRT SENE;SUBJ TO ESMT DES 685/45 S28 T24 R8 684/651-53 (ANNEX) 714280

**PROPERTY IMAGE**

**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
Doctors Park LLP P O Box 689 Wausau, WI 54402		240828100607	240828100607	Vacant Land - Commercial
		Property Address		Neighborhood
		Stanley St		Stanley Street (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt

Total Area		0
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**BASEMENT DATA**

**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area

**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS**

**STRUCTURE DATA**

Site Improvement	Units	Age
		Year Built
		Eff. Year
		One Bedroom
		Two Bedroom
		Three Bedroom
		Total Units
		Stories
		Business Name

**REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION**

ADDRESS OF PROPERTY: Parcel # 240828100607

- Zoning Ordinance Change
- Conditional Use Permit
- Variance from Zoning Ordinance -Board of Appeals
- Variance from Sign Ordinance
- Appeal from Subdivision Requirements
- Other

REQUESTED CHANGE: (State briefly what is being requested, and why).

Removal of driveway access restriction on Stanley Street

OWNER/APPLICANT:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_  
(City, State, Zip Code)

Telephone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

\_\_\_\_\_  
Signature

AGENT FOR OWNER/APPLICANT:

Name: Keller, Inc. (Vern Nystrom)

Address: 3600 Stewart Ave. #B

Wausau, WI 54401

\_\_\_\_\_  
(City, State, Zip Code)

Telephone: 715-849-3141

Cell Phone: 715-445-1117

  
\_\_\_\_\_  
Signature

**Scheduled Date of Plan Commission Meeting:** May 7, 2012

**Scheduled Date of Common Council Meeting:** May 21, 2012

You, as the applicant, or your agent, shall attend the meeting and present your request.

All requests with supporting documentation are due at the Community Development Office **three weeks** prior to the actual meeting.

**Fee schedule is on second page.**

Receipt # \_\_\_\_\_



CYNTHIA A WISINSKI  
 PORTAGE COUNTY REGISTER OF DEEDS  
 RECEIVED FOR RECORD  
 OCT. 31, 2003 AT 10:00AM

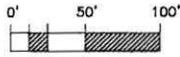
CSM#8365-33-45 & A

**PORTAGE COUNTY CERTIFIED SURVEY MAP NO.**

LOCATED IN PART OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 28, TOWN 24 NORTH, RANGE 8 EAST, CITY OF STEVENS POINT, PORTAGE COUNTY, WISCONSIN.

*Cynthia A. Wisinski*

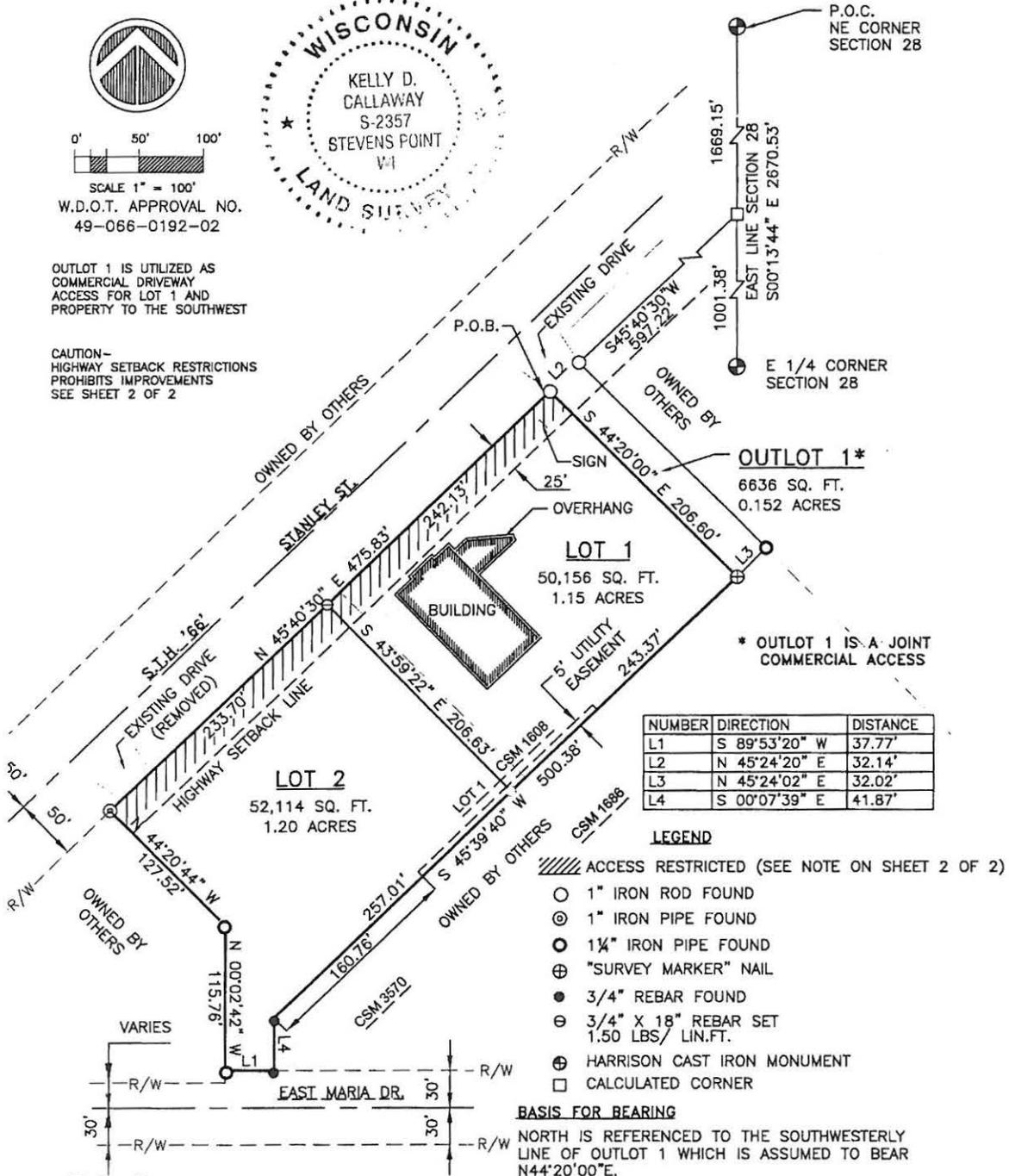
CYNTHIA A WISINSKI, REGISTER OF DEEDS  
 Fee Amount: \$13.00



SCALE 1" = 100'  
 W.D.O.T. APPROVAL NO.  
 49-066-0192-02

OUTLOT 1 IS UTILIZED AS  
 COMMERCIAL DRIVEWAY  
 ACCESS FOR LOT 1 AND  
 PROPERTY TO THE SOUTHWEST

CAUTION -  
 HIGHWAY SETBACK RESTRICTIONS  
 PROHIBITS IMPROVEMENTS  
 SEE SHEET 2 OF 2



NUMBER	DIRECTION	DISTANCE
L1	S 89°53'20" W	37.77'
L2	N 45°24'20" E	32.14'
L3	N 45°24'02" E	32.02'
L4	S 00°07'39" E	41.87'

**LEGEND**

- /// ACCESS RESTRICTED (SEE NOTE ON SHEET 2 OF 2)
- 1" IRON ROD FOUND
- ⊙ 1" IRON PIPE FOUND
- ⊙ 1 1/4" IRON PIPE FOUND
- ⊕ "SURVEY MARKER" NAIL
- 3/4" REBAR FOUND
- ⊕ 3/4" X 18" REBAR SET 1.50 LBS/LIN.FT.
- ⊕ HARRISON CAST IRON MONUMENT
- CALCULATED CORNER

**BASIS FOR BEARING**

NORTH IS REFERENCED TO THE SOUTHWESTERLY LINE OF OUTLOT 1 WHICH IS ASSUMED TO BEAR N44°20'00"E.

**SURVEYOR:**  
 KELLY D. CALLAWAY, RLS-2357

**DRAFTED BY:**  
 JEROME P. CASE

VOL.

PAGE



CSM#8365-33-45A

SURVEYOR'S CERTIFICATE

I, Kelly D. Callaway, Registered Land Surveyor, do hereby certify:

That I have surveyed and mapped this certified survey map located in part of the SE 1/4 of the NE 1/4 of Section 28, Town 24 North, Range 8 East, City of Stevens Point, Portage County, Wisconsin, bounded and described as follows:

Commencing at the Northeast Corner of Section 28; thence S00°13'44"E, 1669.15 feet; thence S45°40'30"W, along the Southerly right-of-way of State Highway '66', 597.22 feet to the Point of Beginning;

Thence S44°20'00"E, 206.60 feet; Thence S45°39'40"W, 500.38 feet; Thence S00°07'39"E, 41.87 feet; Thence S89°53'20"W, 37.77 feet; Thence N00°02'42"E, 115.76 feet; Thence N44°20'44"W, 127.52 feet; Thence N45°40'30"E, along said Southerly right-of-way, 475.83 feet to the Point of Beginning of this description containing 2.35 acres. Subject to restrictions, reservations, rights-of-way and easement of record.

That I have made such survey and map at the direction of Doctors Park North, a Wisconsin Partnership.

That said map is a true and correct representation of all the exterior boundaries of the land surveyed, and that I have complied with all the provisions of chapter 236.34 of the Wisconsin Statutes in surveying and mapping the same.

Oct 16, 2003

Kelly D. Callaway Registered Land Surveyor #2357



I hereby certify this map and accompanying information is (approved) (conditionally approved) (rejected) pursuant to the Building and Safety ordinances of Stevens Point on the basis of the following (facts) (conditions):

*[Handwritten signature and date: Kelly D. Callaway - 10/16/03]*

Highway Setback Restriction

No improvements or structures are allowed between the right-of-way line and the 25 foot highway setback line. Improvements and structures include, but are not limited to, signs, parking areas, driveways, wells, septic systems, drainage facilities, buildings and retaining walls. It is expressly intended that this restriction is for the benefit of the public as provided in section 236.293, Wisconsin Department of Transportation or its assigns. Contact the Wisconsin Department of Transportation for more information. The phone number may be obtained by contacting the County Highway Department.

Access Restriction

All lots are hereby restricted so that no owner, possessor, user, licensee or other person may have any right of direct vehicular ingress from or egress to any highway lying within the right-of-way of S.T.H. '66' or Stanley Street; it is expressly intended that this restriction constitute a restriction for the benefit of the public as provided in s. 236.293, Sta., and shall be enforceable by the department or its assigns. Any access shall be allowed only by special exception. Any access allowed by special exception shall be confirmed and granted only through the driveway permitting process and all permits are revocable.

Noise Notation

The lots of this land division may experience noise at levels exceeding levels in s. Trans 405.04, Table 1. These levels are based on federal standards. The Department of Transportation is not responsible for aborting noise from existing state trunk highways or connecting highways, in the absence of any increase by the department to the highway's through-lane capacity.

The Wisconsin Department of Transportation has granted a Special Exception to Trans 233 for the existing driveway access, as shown on this map, (See Outlot 1) with the condition that it serve as commercial use only. Additional land divisions, change in land use, or future highway project(s) may require a public road intersection or relocation of the driveway to an alternative public road at the discretion of the department.

# Administrative Staff Report

## Copps Conditional Use Request

1500 Pinecrest Avenue

May 7, 2012



Department of Community Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>• Steve Winter</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>• Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li><li>• Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>• 2408-33-1019-48, 2408-33-1019-30, &amp; 2408-33-1019-42</li></ul> <p><b>Zone(s):</b></p> <p>"B-4" Commercial District</p> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>• Commercial / Office/ Multi-family</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>• District 7 – Trzebiatowski</li></ul> <p><b>Lot Information:</b></p> <p>3333 Main St. – Dudas Enterprises, LLC</p> <ul style="list-style-type: none"><li>• Frontage (feet): 131</li><li>• Depth (feet): 316</li><li>• Square Footage: 41,396</li><li>• Acreage: 0.950</li></ul> <p>3525 Main St. – Napa Auto Parts</p> <ul style="list-style-type: none"><li>• Frontage (feet): 140.8</li><li>• Depth (feet): 360</li><li>• Square Footage: 50,688</li><li>• Acreage: 1.164</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>• Commercial</li></ul>	<p><b>Request</b></p> <p>Request from Steve Winter, representing Copps Corporation, for a conditional use permit for an off-premise sign for Copps Market (1500 Pinecrest Avenue) to be located at either <b>3333 Main Street (Parcel ID 2408-33-1019-30)</b> or <b>3525 Main Street (Parcel ID 2408-33-1019-42)</b>, with the location dependent upon the approval of a private access drive.</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"><li>• Parcel Data Sheets</li><li>• Application for each location</li><li>• Project Description / Plans</li></ul> <p><b>Findings of Fact</b></p> <ul style="list-style-type: none"><li>• Off-premise advertising signs are a conditional use within the "B-4" Commercial District.</li><li>• Two off-premise sign locations have been requested.</li><li>• Only one off-premise sign will be constructed at one of the locations.</li><li>• Sign dimensions and locations will meet the appropriate sign requirements outlined in our sign code.</li></ul> <p><b>Staff Recommendation</b></p> <p>Option 1 (Len Dudas Motors)</p> <p>Approve, subject to the following conditions:</p> <ul style="list-style-type: none"><li>• The sign shall not cause any vision obstructions, either removed from the vision triangle, or set back furthest as possible.</li><li>• The other Len Dudas Motors (readerboard) sign must be removed from the property, and cannot be advertised on this sign, as the business is not allowed to have two free standing signs, unless it meet certain specifications (see option 3).</li><li>• The maximum area of the sign cannot exceed 100 sq.ft., as it is not a multiple-tenant sign, for the Len Dudas Motors location.</li><li>• The maximum height of the sign cannot exceed 20 feet.</li><li>• No other freestanding signs are allowed on the property.</li><li>• The applicant will work with City staff to review and approve the final chosen location who will also assure that it conform to all applicable sign code requirements.</li></ul>
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**Applicable Regulations:**

- Chapter 23 (23.02), & Chapter 25

**Option 2 (Napa Auto Parts)**

Approve, subject to the following conditions:

- The sign shall not cause any vision obstructions, either removed from the vision triangle, or set back furthest as possible.
- The other Napa Auto Parts sign must be removed from the property.
- The maximum area of the sign cannot exceed 150 sq.ft., as it is a multiple-tenant sign, for the Napa Auto Parts property.
- The maximum height of the sign cannot exceed 20 feet.  
The applicant will work with City staff to review and approve the final chosen location who will also assure that it conform to all applicable sign code requirements.

**Option 3 (Len Dudas Motors)**

Approve, subject to the following conditions:

- The sign shall not cause any vision obstructions, either removed from the vision triangle, or set back furthest as possible.
- The other Len Dudas Motors (readerboard) sign must be removed from the property.
- The maximum area of the sign cannot exceed 100 sq.ft., as it is not a multiple-tenant sign, for the Len Dudas Motors location.
- The maximum height of the sign cannot exceed 16 feet.
- No other freestanding signs are allowed on the property.
- The applicant will work with City staff to review and approve the final chosen location who will also assure that it conform to all applicable sign code requirements.

## Vicinity Map



## Background

Steve Winter of Rollie Winter & Associates, LTD, representing Copps Corporation, is requesting an off-premise sign for the property at 1500 Pinecrest Avenue (Copps Market). Two locations have been submitted for the off-premise sign and have been identified as option 1 (Len Dudas Motors) and option 2 (Napa Auto Parts) on the above map. Agreements between the property owners at each proposed property are currently being discussed. Furthermore, Mr. Winter has stated that both locations are adequate and the reason for two options is because a potential access drive may be constructed off of Main Street near option 1. The driveway must be reviewed by City staff and is not being requested in this staff report. With Main Street being the main thoroughfare near the new Copps Market, locating a sign along the street would provide the greatest exposure, given the location of Copps behind all of the other businesses on Main Street. The original multi-tenant sign proposal included the following:

- Copps Market 5' x 15' = 75 square feet
- Electronic Readerboard: 2' 5" x 15' = 36.25 square feet
- Tenant Space: 5' x 15' = 75 square feet
- Total = 186.25 square feet
- Total height of 20 feet
- Total width of 22 feet

The proposed sign does not meet the area requirements of our sign code. Multi-tenant signs cannot be over 150 square feet and single tenant freestanding signs cannot be over 100 square feet. Additionally, our code only allows one (1) multi-tenant sign on each street frontage. The variances in the code for both sign locations are specified below.

Option 1: The proposed sign exceeds the maximum square footage allowed. A multi-tenant sign currently exists on the Len Dudas property and is not proposed to be removed. Therefore, an additional multi-tenant sign is prohibited unless through the variance process.

Option 2: The proposed sign exceeds the maximum square footage allowed. A multi-tenant sign not exceeding 150 square feet is allowed on the property.

Mr. Winter and City staff has met to further discuss this and have provided the following three alternatives in regards to the sign specifications and both options for location. Mr. Winter is requesting Commission approval for all three.

1. A 150 square foot multi-tenant freestanding sign at a height of 20 feet, incorporating Copps Market, Napa Auto Parts, and an electronic reader board at the option 2 location.
2. A 100 square foot freestanding sign, at a height of 20 feet, incorporating Copps Market, and an electronic reader board sign at the option 1 location. Additionally, a Len Dudas Motors directional sign displaying "service," or something similar may be incorporated.
3. A 100 square foot multi-tenant freestanding sign at a height of 16 feet, incorporating Copps Market, Len Dudas Motors, and an electronic reader board at the option 1 location.

**Summary:**

A single freestanding sign is being proposed at two locations, option 1 (Napa Auto Parts), or option 2 (Len Dudas Motors). Three alternative sign designs have been identified to meet the area and location requirements of the City Sign Ordinance. Mr. Winter is requesting a conditional use permit for the creation of one freestanding sign at either of the two locations meeting one of the three alternative sign design specifications identified for both locations.

## Conditional Use Standards of Review

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- 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 sign will be constructed along the North side of property owned by Len Dudas Motors or Napa Auto Parks, abutting Main Street.

**Findings:** The properties in which the sign is proposed are both commercially zoned (Len Dudas Motors & Napa Auto Parts). Freestanding pylon signs currently exist on both of the proposed properties. Across Highway 10 exists a cemetery with no signage.



If approved, the existing freestanding sign at the chosen location would be removed and replaced with the proposed sign that meets the Sign standards and have been identified as an alternative above.

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

**Analysis:** The zoning of both properties is “B-4” Commercial, and the current use of both properties is commercial retail. The district is established to provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City’s Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access. The use across Main Street at that location, just north of the properties is a cemetery.

**Findings:** The sign should not be injurious to the uses already permitted.

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

**Analysis:** The proposed sign is to be erected on the Len Dudas Motors property or, the Napa Auto Parts property (see map above).

**Findings:** Option 1 (Len Dudas Motors) owns the adjacent property to the west and purchased the property in hopes to expand or develop. Option 2 (Napa Auto Parks) has limited room to expand, as it is located on a corner. This standard is met.

**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:** Mr. Winter has indicated that the sign will conform to the sign standards for area. Furthermore, the sign will meet the standards applicable for each location option.

**Findings:** Staff would recommend that the size meet the ordinance requirements and will work with Mr. Winter to meet those requirements for the chosen location.

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

N/A

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;

N/A

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.

N/A

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:** Off-premise signage is regulated by the conditional use standards.

**Findings:** This would be the first and only off-premise sign allowed for Cops Market (1500 Pinecrest Ave.)

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.

a. All developments shall front on a public right-of-way unless recommended by the Public Works Director.

**Analysis:** The sign fronts on Main Street.

**Findings:** This standard is met.

b. The driveway to the site shall be located so as not to be a danger to the street flow of traffic.

N/A

c. The driveway shall not be too close to neighboring intersections.

N/A

- d. **Alignment of the driveway shall be coordinated with adjacent access points to avoid conflict or confusion.**  
N/A
- e. **Only one driveway shall be allowed per site unless recommended by the Public Works Director. Two family units may be allowed more than one driveway if those driveways are separated by not less than 10 feet. Maximum driveway openings shall be 20 feet (each).**  
N/A
- f. **The organization of traffic flow on-site and between the site and the street shall be organized in a clear hierarchy of flow patterns. Internal and external areas where traffic flow changes directions or creates intersections shall be organized at clear intersections and those intersections are spaced far enough apart so as to not cause confusion or problems and to provide for adequate spacing for waiting vehicles.**  
N/A
- g. **Intersections are visible and not visually screened.**  

**Analysis:** At both proposed locations, the sign may impair visibility to motorists. Our code requires a 5' setback and states that the sign cannot exist within the vision triangle.

**Findings:** In regards to the setback, Mr. Winter has indicated that the sign will be setback five feet from the rights-of-way or further and will be placed outside of the vision triangle. Staff will work with the applicant to determine a location outside of the vision triangle, meeting setback requirements.
- h. **Adequate drainage and snow storage is provided.**  
N/A
- i. **Minimum size requirements are maintained for safe vehicle circulation.**  
N/A
- j. **Parking areas shall be safe. They shall be adequately lit, sized to meet minimum standards, graded so as to not be too steep, and paved with concrete, brick, or bituminous surfacing. The light source shall not be visible from adjacent properties. Lighting shall be developed in such a way to minimize light straying onto adjacent properties.**  
N/A
- k. **Driveways shall be located to minimize the impact to adjacent properties.**  
N/A

**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.

N/A

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

- a. **Mechanical equipment including refuse storage shall be screened from neighboring properties.**

N/A

- b. **Lighting shall be located to minimize intrusion onto the neighboring properties.**

**Analysis:** The proposed plan shows that the sign will have an illuminated electronic reader board. Lighting plans have not been submitted.

**Findings:** Mr. Winter has indicated that both tenant spaces within the freestanding signs will be internally lit. Specifics have not been provided on the internal light source. Illumination shall meet all lighting standards.

- c. **Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

**Analysis:** The sign is not intended to create any noise.

**Findings:** If no noise is created, this standard is met.

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

N/A

# Photos



Option 1 – Napa Auto Parts



Option 2 – Len Dudas Motors



Intersection of Main Street & Wilshire – Option 2  
(Looking West)



Intersection of Main Street – Option 1  
(Looking West)



Signage Along Main Street  
(Looking East)

4/26/2012 9:30:13 AM

**GVS Property Data Card**

**Stevens Point**

Name and Address		Parcel #	Alt Parcel #	Land Use
Leonard J & Dalphine M Dudas 4817 Barbara's Ln Stevens Point, WI 54481		240833101930	240833101930	Restaurant, Fast Food
		Property Address		Neighborhood
		3333 Main St		Hwy 10 W of Hwy 39 (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Leonard J & Dalphine M Dudas	10/28/2002	\$275,000	Warranty Deed	618016		Land & Build.

**SITE DATA**

**PERMITS**

Actual Frontage	Effective Frontage	Effective Depth	Square Footage	Acreage	Date	Number	Amount	Purpose	Note
131.0	131.0	316.0	41,396.0	0.950	11/10/2009	36691	\$0	070 Raze/Demolition	Hot n Now bldg

**2012 ASSESSED VALUE**

Class	Land	Improvements	Total
B-Commercial	\$218,500	\$42,000	\$260,500
<b>Total</b>	<b>\$218,500</b>	<b>\$42,000</b>	<b>\$260,500</b>

**LEGAL DESCRIPTION**

LOT 2 CSM#4706-16-201 BNG PRT SE NE S33 T24 R8 618016

**PROPERTY IMAGE**

**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
Leonard J & Dalphine M Dudas 4817 Barbara's Ln Stevens Point, WI 54481		240833101930	240833101930	Restaurant, Fast Food
		Property Address		Neighborhood
		3333 Main St		Hwy 10 W of Hwy 39 (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt

Total Area		0
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**BASEMENT DATA**

**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area

**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS**

**STRUCTURE DATA**

Site Improvement	Units	Age	
Blacktop Pkg- Avg Cond	28,000	Year Built	
		Eff. Year	
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	
		Business Name	

Name and Address		Parcel #	Alt Parcel #	Land Use
Stevens Point 3525 Main WI LLC 2201 Madison St Stevens Point, WI 54481		240833101942	240833101942	Store, Retail / Warehouse
		Property Address		Neighborhood
		3525 Main St		Hwy 10 W of Hwy 39 (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
Stevens Point 3525 Main WI LLC TFB LLC	7/26/2007	\$416,300	Quit Claim Deed	706666	260	Land & Build. Land
	2/18/1998	\$225,000	Warranty Deed	780		

**SITE DATA**

**PERMITS**

Actual Frontage	140.8	Date	Number	Amount	Purpose	Note
Effective Frontage	140.8	6/9/1998	27663	\$208,000	060 New Construction	Napa
Effective Depth	360.0					
Square Footage	50,688.0					
Acreage	1.164					

**2012 ASSESSED VALUE**

Class	Land	Improvements	Total
B-Commercial	\$209,500	\$173,400	\$382,900
<b>Total</b>	<b>\$209,500</b>	<b>\$173,400</b>	<b>\$382,900</b>

**LEGAL DESCRIPTION**

LOT 1 CSM#7248-26-178 BNG PRT SENE S33 T24 R8 780/260 780/256-59 PARKING ESMT 706666

**PROPERTY IMAGE**

**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
Stevens Point 3525 Main WI LLC 2201 Madison St Stevens Point, WI 54481		240833101942	240833101942	Store, Retail / Warehouse
		Property Address		Neighborhood
		3525 Main St		Hwy 10 W of Hwy 39 (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (C avg)	1998	1,150	Masonry - Avg	20
1	2	Warehse, Storage (C avg)	1998	3,850	Masonry - Avg	20

Total Area	5,000
------------	-------

**BASEMENT DATA****COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
				1	1	Mezzanine - Storage (Avg Qual)	480

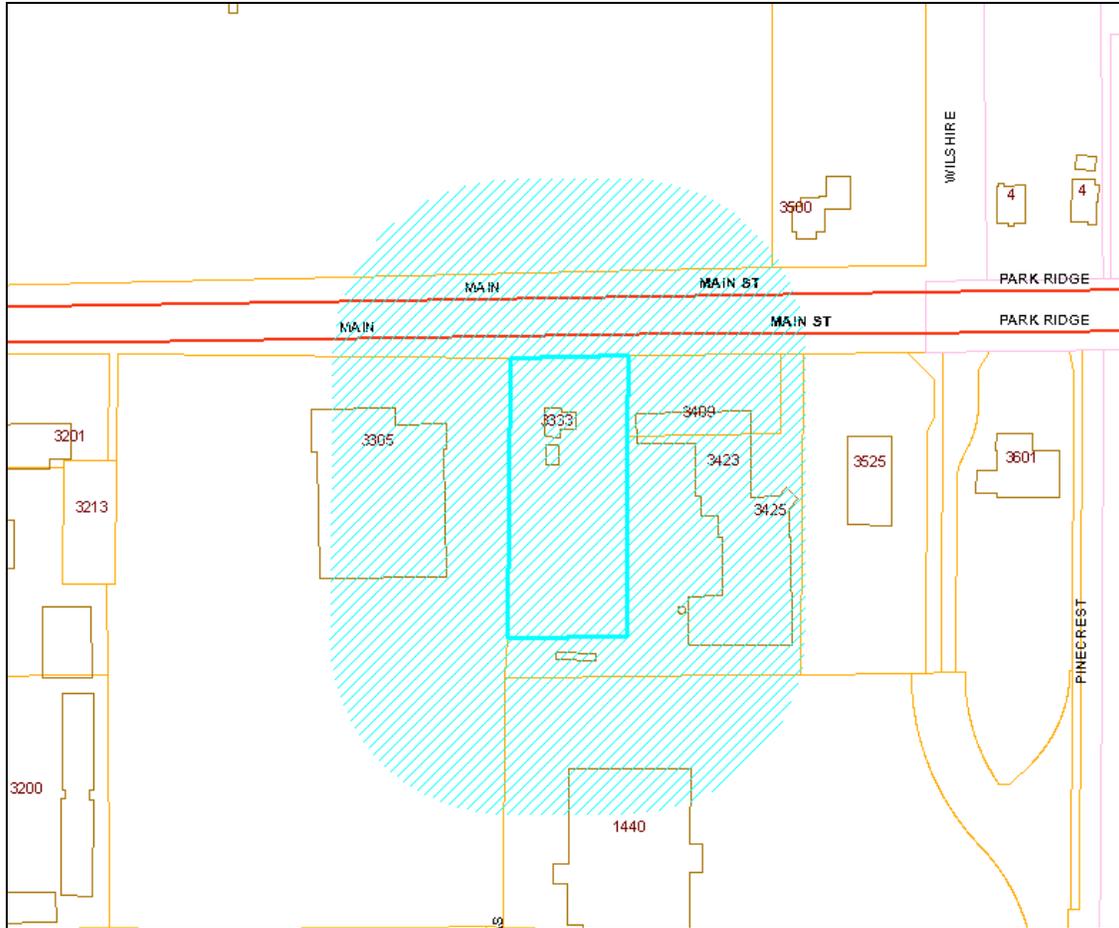
**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS****STRUCTURE DATA**

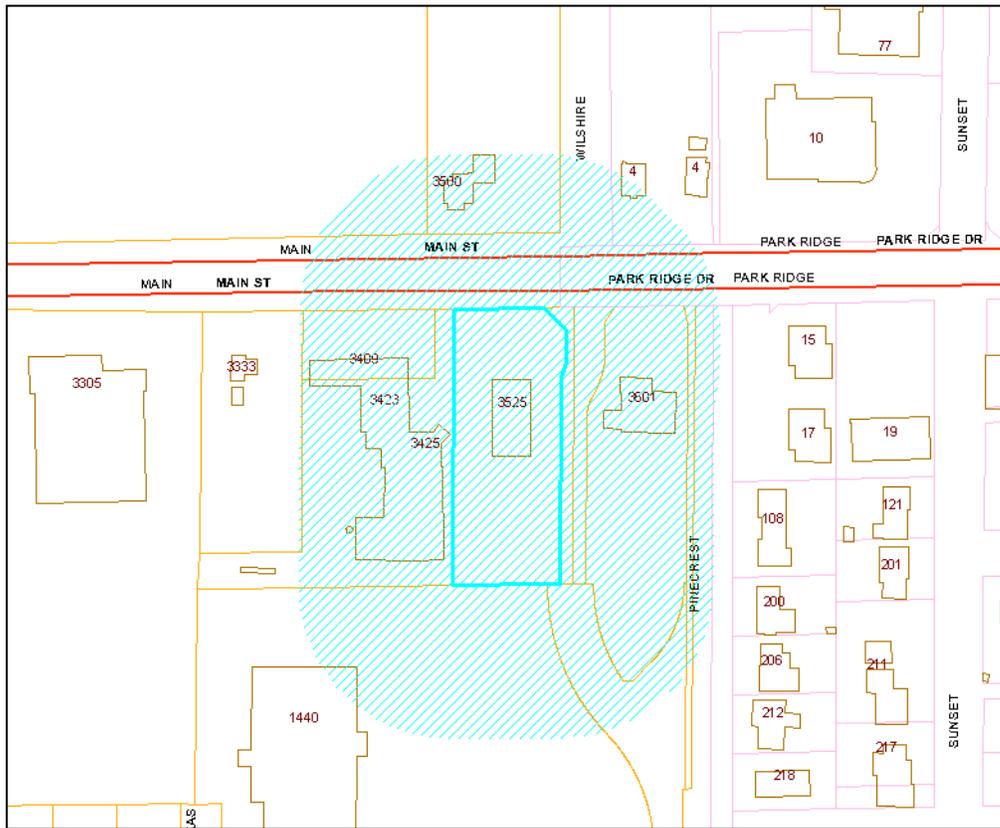
Site Improvement	Units	Age	14
		Year Built	1998
		Eff. Year	1998
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Napa

**3333 Main Street – Dudas Enterprises, LLC – Off-Premise Sign – Exhibit Map (200 Feet Boundary)**



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
281240833100110	3241 Prais St Guardian Angel Cemetery	Stevens Point Area Catholic Cemetery Assn Inc	P O Box 497	Stevens Point	WI	54481
281240833100115	3500 Main St	George H Haertel Trust	P O Box 2980	Milwaukee	WI	53201
281240833101918	3423-25 Main St	Stevens Point 3425 Main WI LLC	2201 Madison St	Stevens Point	WI	54481
281240833101919	3409 Main St	Markovich Investment Co	PO Box 773284	Ocala	FL	34477
281240833101930	3333 Main St	Leonard J & Dalphine M Dudas	4817 Barbara's Ln	Stevens Point	WI	54481
281240833101931	3305 Main St	Dudas Enterprises LLC	3305 Main St	Stevens Point	WI	54481
281240833101942	3525 Main St	Stevens Point 3525 Main WI LLC	2201 Madison St	Stevens Point	WI	54481
281240833101946	1440 Pinecrest Ave	Worzalla Publishing Company	3535 Jefferson St	Stevens Point	WI	54481

**3525 Main Street – Napa Auto Parts – Off-Premise Sign – Exhibit Map (200 Feet Boundary)**



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
171240833-01.03		MM & MS *580911 ENTERPRISES LLP	400 SUNSET AVE	STEVENS POINT WI		5.4E+08
281240833100110	3241 Prais St Guardian Angel Cemetery	Stevens Point Area Catholic Cemetery Assn Inc	P O Box 497	Stevens Point	WI	54481
281240833100115	3500 Main St	George H Haertel Trust	P O Box 2980	Milwaukee	WI	53201
281240833101918	3423-25 Main St	Stevens Point 3425 Main WI LLC	2201 Madison St	Stevens Point	WI	54481
281240833101919	3409 Main St	Markovich Investment Co	PO Box 773284	Ocala	FL	34477
281240833101930	3333 Main St	Leonard J & Dalphine M Dudas	4817 Barbara's Ln	Stevens Point	WI	54481
281240833101938	Pinecrest Ave	City of Stevens Point	1515 Strongs Avenue	Stevens Point	WI	54481
281240833101941	Wilshire Blvd (ROW)	City of Stevens Point	1515 Strongs Avenue	Stevens Point	WI	54481
281240833101942	3525 Main St	Stevens Point 3525 Main WI LLC	2201 Madison St	Stevens Point	WI	54481
281240833101943	3601 Main St	The Pineries Bank	3601 Main St	Stevens Point	WI	54481
281240833101944	Wilshire Blvd (ROW)	City of Stevens Point	1515 Strongs Ave	Stevens Point	WI	54481
281240833101945	Wilshire Blvd (ROW)	City of Stevens Point	1515 Strongs Ave	Stevens Point	WI	54481
281240833101946	1440 Pinecrest Ave	Worzalla Publishing Company	3535 Jefferson St	Stevens Point	WI	54481

RECEIVED

APR 26 2012

\$250  
5-1-12  
1-47356

REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION

ADDRESS OF PROPERTY: 1500 PINECREST AVE. STEVENS POINT

- Zoning Ordinance Change
- Conditional Use Permit
- Variance from Zoning Ordinance -Board of Appeals
- Variance from Sign Ordinance
- Appeal from Subdivision Requirements
- Other

REQUESTED CHANGE: (State briefly what is being requested, and why).

Requesting an off-premise 20-foot high pylon sign identifying Cops and NAPA and  
Cops and Len Dudas Motors.

OWNER/APPLICANT:

Name: SPP, LLC  
Address: 3315A North Ballard Road  
Appleton, WI 54911  
(City, State, Zip Code)

Telephone: (920) 739-0101  
Cell Phone: (920) 585-9144

Signature

AGENT FOR OWNER/APPLICANT:

Name: Steve Winter  
Address: \_\_\_\_\_  
(City, State, Zip Code)

Telephone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

Signature

Scheduled Date of Plan Commission Meeting: \_\_\_\_\_

Scheduled Date of Common Council Meeting: \_\_\_\_\_

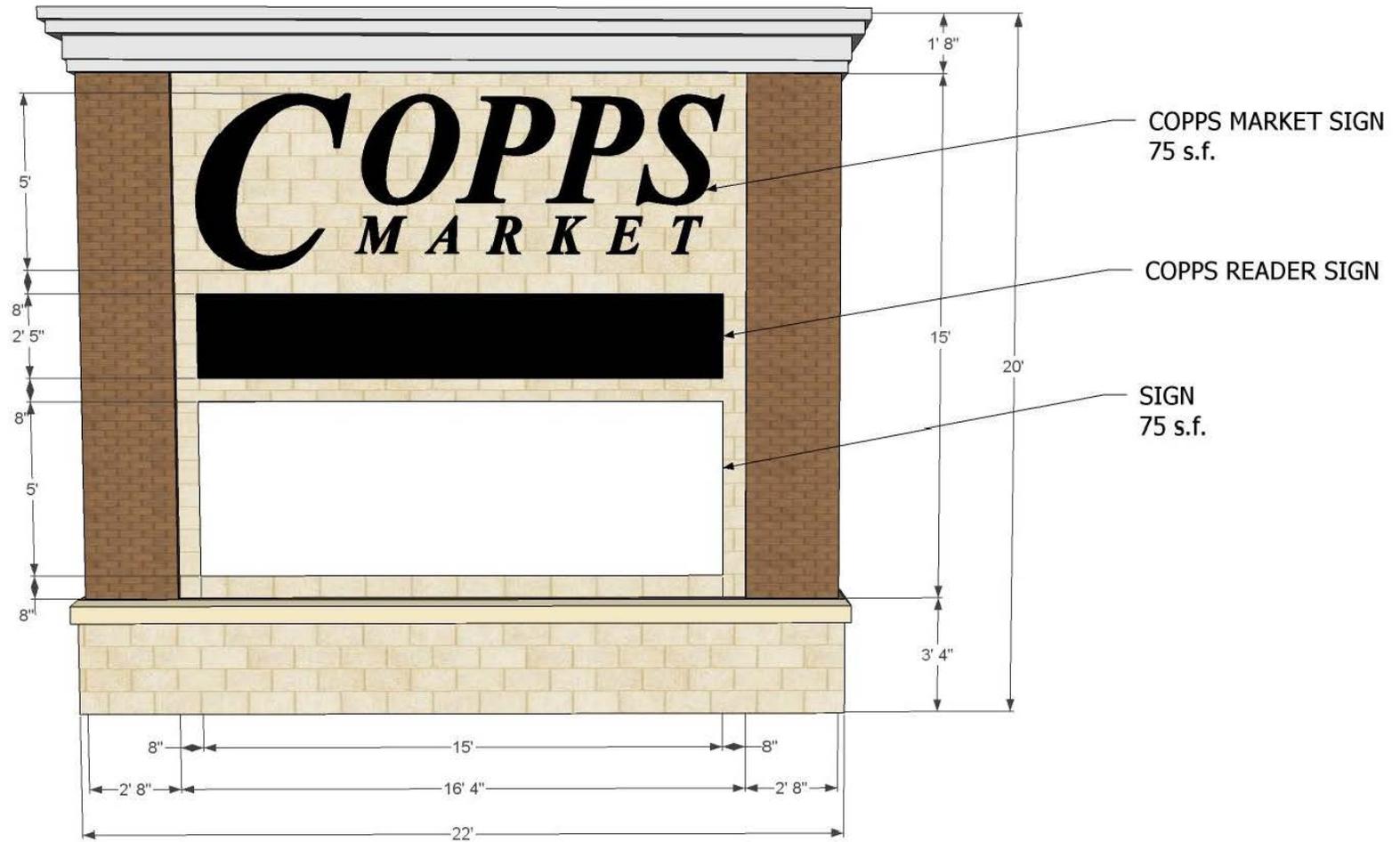
You, as the applicant, or your agent, shall attend the meeting and present your request.

All requests with supporting documentation are due at the Community Development Office three weeks prior to the actual meeting.

Fee Required for Rezoning Requests, Variances, and Conditional Use Permits

Receipt # \_\_\_\_\_





\$250  
5/1/12  
1-47355

REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION

ADDRESS OF PROPERTY: 1500 A'NECROST Ave. SPOCINT

- Zoning Ordinance Change
- Conditional Use Permit
- Variance from Zoning Ordinance -Board of Appeals
- Variance from Sign Ordinance
- Appeal from Subdivision Requirements
- Other

REQUESTED CHANGE: (State briefly what is being requested, and why).  
Requesting an off-premise 20-foot high pylon sign identifying Cops and NAPA and Cops and Len Dudas Motors.

OWNER/APPLICANT:

Name: SPP, LLC  
Address: 3315A North Ballard Road  
Appleton, WI 54911  
(City, State, Zip Code)

Telephone: (920) 739-0101  
Cell Phone: (920) 585-9144

Signature

AGENT FOR OWNER/APPLICANT:

Name: Stewart  
Address: \_\_\_\_\_  
(City, State, Zip Code)

Telephone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

Signature

Scheduled Date of Plan Commission Meeting: \_\_\_\_\_

Scheduled Date of Common Council Meeting: \_\_\_\_\_

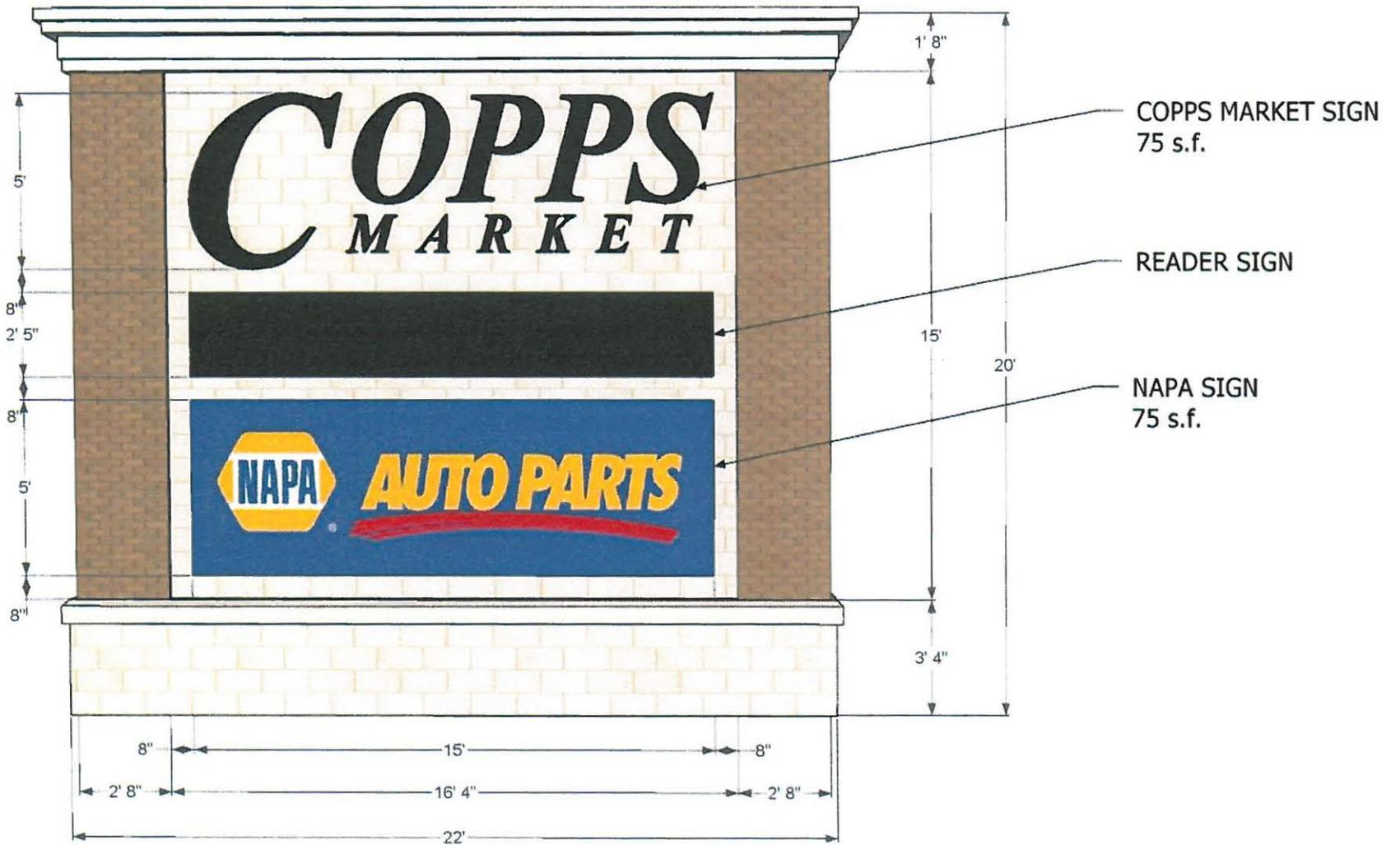
You, as the applicant, or your agent, shall attend the meeting and present your request.

All requests with supporting documentation are due at the Community Development Office three weeks prior to the actual meeting.

Fee Required for Rezoning Requests, Variances, and Conditional Use Permits

Receipt # \_\_\_\_\_





# Administrative Staff Report

**Celebration Church  
Conditional Use Request  
4701 Industrial Park Road  
May 7, 2012**

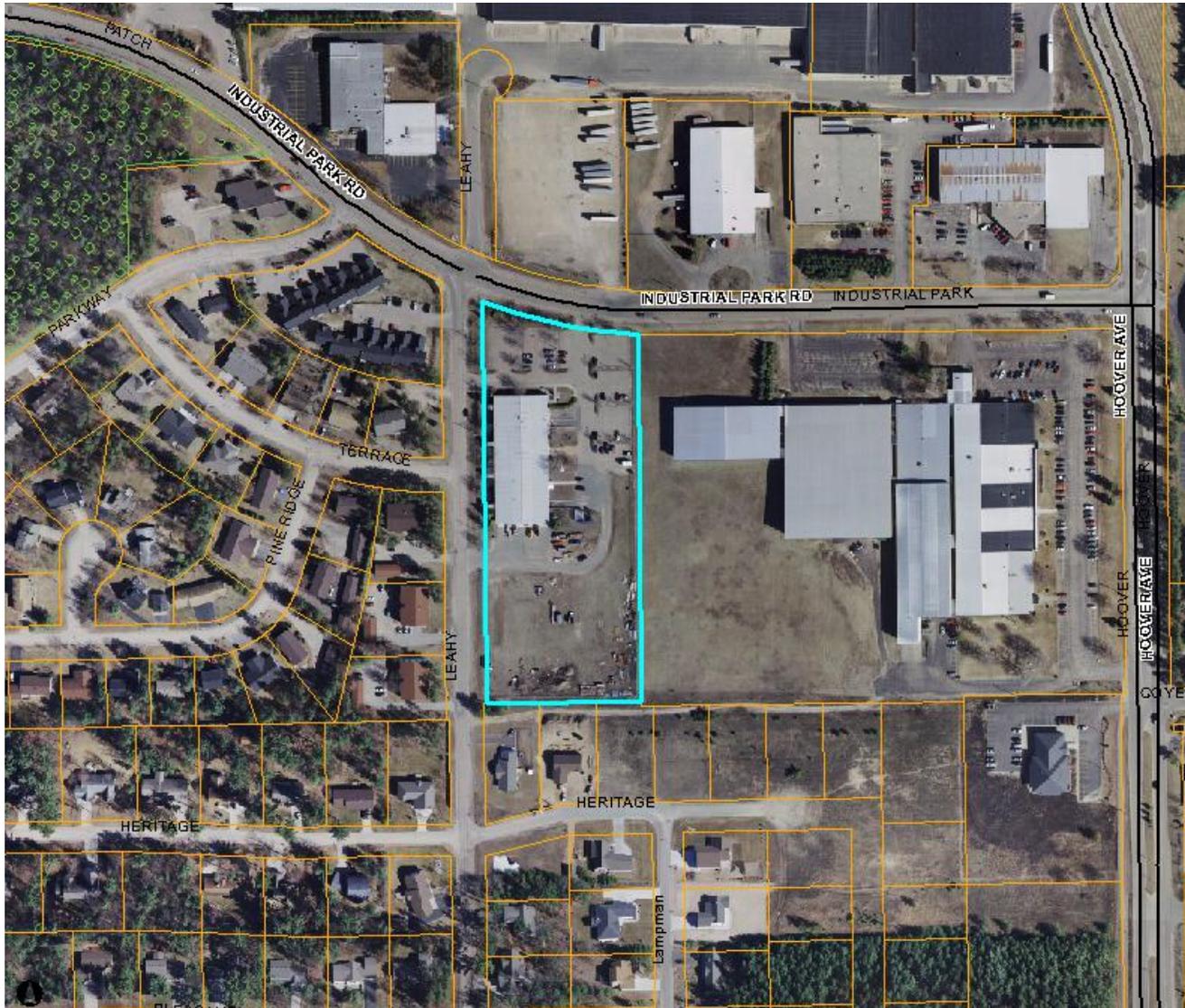


Department of Community Development  
1515 Strongs Avenue, Stevens Point, WI 54481  
Ph: (715) 346-1568 - Fax: (715) 346-1498

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>• Chad Raisleger</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>• Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li><li>• Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>• 2308-03-1100-05</li></ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"><li>• "M-2" Heavy Industrial</li></ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>• Business Park District</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>• District 6 – Slowinski</li></ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"><li>• Actual Frontage: 300 feet</li><li>• Effective Frontage: 300 feet</li><li>• Effective Depth: 737 feet</li><li>• Square Footage: 221,100</li><li>• Acreage: 5.076</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>• Institutional - Church</li></ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"><li>• 23.02(3)(a) and 23.01(16)</li></ul>	<p><b>Request</b></p> <p>Request from Chad Raisleger of Celebration Church for a conditional use permit to allow a residence of an on-site caretaker at <b>4701 Industrial Park Road (Parcel ID 2308-03-1100-05)</b>.</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"><li>• Property Data</li><li>• Application</li></ul> <p><b>Findings of Fact</b></p> <ul style="list-style-type: none"><li>• The property is zoned "M-1" Heavy Industrial</li><li>• The request is to allow for the temporary residence of the on-site caretaker.</li><li>• One (1) individual is proposed to reside at the church.</li><li>• Single family residence housing a custodian, watchman or caretaker and his family whose employment is directly related to a "permitted use" is a conditional use.</li></ul> <p><b>Staff Recommendation</b></p> <p>Approve subject to Plan Commission and staff comments, including the following condition(s):</p> <ul style="list-style-type: none"><li>• No additional caretakers, members of the congregation, or unrelated individuals shall claim residence at the church.</li><li>• Only the care taker and members of his/her family may occupy the church.</li><li>• On-site facilities shall be adequate and meet all residential codes to accommodate the tenant.</li><li>• If the use ceases for more than 12 months the conditional use expires. The applicant will have to come before the Commission again after expiration to apply for a conditional use.</li><li>• The conditional use permit shall expire within one year after final approval.</li></ul>
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## Vicinity Map

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## Background

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Mr. Raisleger is requesting a conditional use permit for the purposes of temporarily housing the facility care taker. Celebration Church is a very large facility at 24,000 square feet, sitting on slightly over 5 acres. Furthermore, the church has recently been renovated to include 3 office rooms, and a kitchen. Two of the rooms are in use by church staff, with the third proposed as living quarters for the caretaker. The kitchen is shared between the church congregation functions and the caretaker. A full bathroom, with shower, will be available for the caretaker to use as well.

Primary duties of the caretaker include, general cleaning and maintenance, night lockdown of the facility, and day to day clerical tasks. Lawn care duties will be added to the caretaker's responsibilities shortly.

Caretakers may fluctuate, as they establish themselves and move on; therefore, Mr Raisleger recognizes that there may be gaps in the use.

## Standards of Review

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- 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 building currently exists, and the caretaker will occupy recently renovated office space within the church.

**Findings:** The on-site residence of the caretaker should not be detrimental to, or endanger, the public health, safety, or general welfare.

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

**Analysis:** The caretaker will be provided their own room with shared lavatory and kitchen. Furthermore, the caretaker is a member of the congregation and participates in many of the church functions.

**Findings:** The use should be complementary to the proposed uses at the site, and within the immediate vicinity.

- 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 an established area of the City.

**Findings:** The proposed use should not impede the 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 use will not change any exterior characteristics of the building. Interior renovation of the building has been completed.

**Findings:** The architectural appeal should not be in variance with other structures throughout the neighborhood, as there will be no exterior change.

- 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:** Adequate ingress and egress exists on the site. There will be no significant change or increase to the on-site parking except for a one vehicle that may occupy the site consistently, dependent upon the caretaker.

**Findings:** This standard is met.

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

**Analysis:** The proposed use is within the Heavy Industrial District. The intent of this district is to provide for those manufacturing or other industrial uses having more obnoxious or nuisance effects than the "M-1" Light Industrial District and having a greater intensity of manufacturing, processing, employment, traffic, and other related activities. It is intended that the "M-2" district generally be located distant from non-manufacturing uses: that it be buffered by the "M-1" district or by major highways, rivers, open space, or high intensity commercial uses, and that all "M-2" districts be located consistent with the City's Comprehensive Plan.

**Findings:** The proposed use is a supporting use within this district. The property borders multi-family and single-family residential to the west and provides a good buffer from the heavy industrial to the east.

**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 building exist. Any exterior improvements shall meet the zoning requirements for the district.

**Findings:** This standard is met.

**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.**

**Analysis:** The proposal is to allow the caretaker of the property to reside on-site in a spare office that has been renovated to accommodate the use.

**Findings:** The proposal should not result in an over-concentration of high density living facilities.

**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 establishment does have off street parking.

**Findings:** Caretakers that drive a vehicle will park on-site.

**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, and adequate utilities exist at the site.

**Findings:** This standard is met.

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

**a. Mechanical equipment including refuse storage shall be screened from neighboring properties.**

**Analysis:** There is no proposed change to the mechanical equipment of refuse storage.

**Findings:** This standard is met.

**b. Lighting shall be located to minimize intrusion onto the neighboring properties.**

**Analysis:** No change in lighting is planned.

**Findings:** This standard is met.

**c. Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

**Analysis:** The caretaker will perform nightly lockdown of the facility. Any nightly functions of the church will remain.

**Findings:** The use should not cause significant noise levels.

**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

Name and Address	Parcel #	Alt Parcel #
New Beginnings Church Inc 4701 Industrial Park Rd Stevens Point, WI 54481	230803110005	230803110005
	Property Address	
	4701 Industrial Park Rd	
Display Note		

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
New Beginnings Church Inc Lexton Properties LLC	12/30/2005	\$1,000,000	Warranty Deed	683659	1343	Land & Build.
	11/30/2000	\$625,000	Warranty Deed	58		Land & Build.

**PERMITS**

Date	Number	Amount	Purpose	Note
4/17/2007	34643	\$5,200	099 Sign	free standing
6/5/2006	34012	\$3,934	001 Air Conditioning (HVAC)	
2/8/2005	32981	\$21,000	042 Interior Renov/Remodel	Interior Remodel for church us restrooms,office, kitchen etc.
3/8/2001	29738	\$14,000	042 Interior Renov/Remodel	

**2011 ASSESSED VALUE**

Class	Land	Improvements	Total
X5-Other Exempt	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

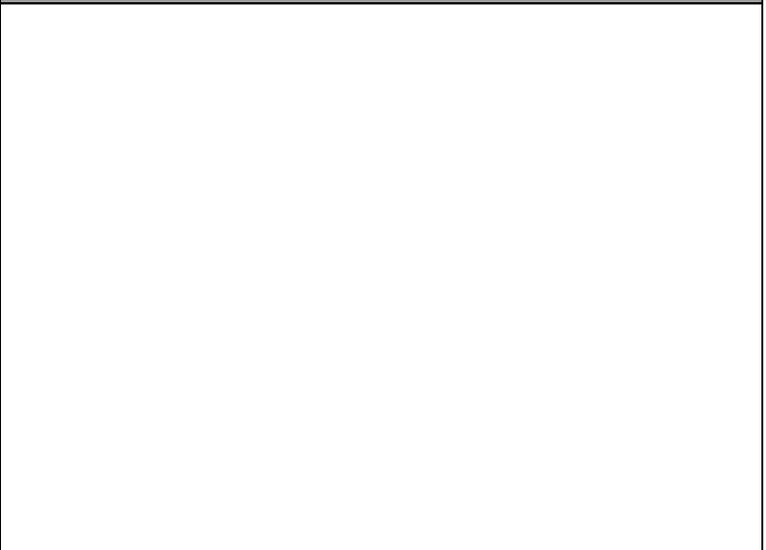
**LEGAL DESCRIPTION**

LOT 1 CSM #2489-9-47 BNG PRT NE NE S3 T23 R8 683659

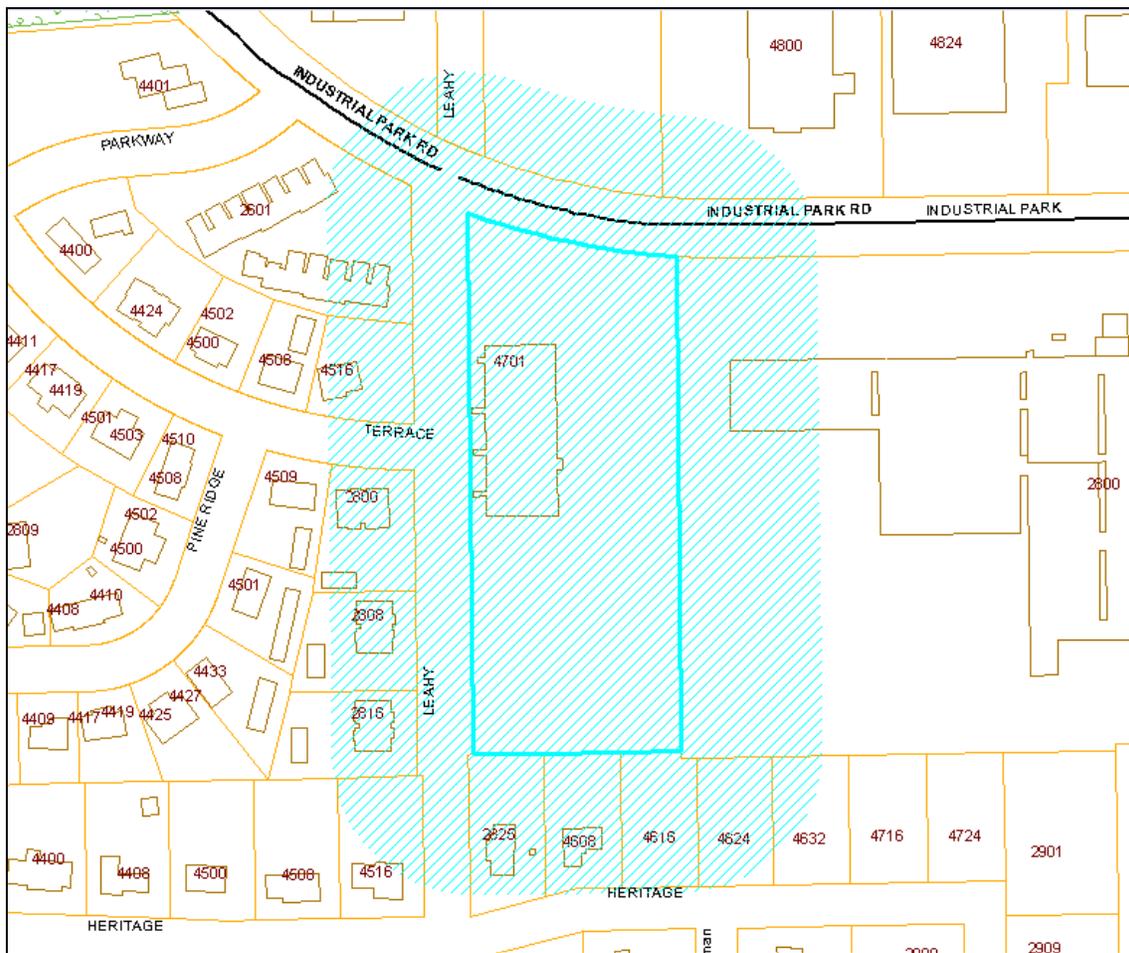
**PROPERTY IMAGE**



**PROPERTY SKETCH**



**4701 Industrial Park Road – Celebration Church – Conditional Use – Exhibit Map (200 Feet Boundary)**



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
281230803110005	4701 Industrial Park Rd	New Beginnings Church Inc	4701 Industrial Park Rd	Stevens Point	WI	54481
281230803110012	4800 Industrial Park Rd	Midstate Distributors Corp	10130 Trout Creek Rd	Amherst Junction	WI	54407
281230803110013	Industrial Park Rd	Warehouse Specialists Inc	P O Box 7110	Appleton	WI	54912
281230803110015	2800 Hoover Rd	NH Management Corp	2800 Hoover Rd	Stevens Point	WI	54481
281230803120002	4500 Industrial Park Rd	SkyKing LLC	5233 Coye Dr	Stevens Point	WI	54481
281230803120101	2601 Parkway Dr	Henning Rentals LLC	PO Box 1035	Stevens Point	WI	54481
281230803120107	4516 Terrace Ln	William J & Katherine Mitchell	703 Linwood Ave	Stevens Point	WI	54481
281230803120108	2800 Leahy Ave	KWH Properties LLC	PO Box 1035	Stevens Point	WI	54481

281230803120109	4509 Pine Ridge Dr	Terrence J & Susan K Check	1038 Martin Island Dr	Stevens Point	WI	54481
281230803120111	2808 Leahy Ave	KWH Properties LLC	PO Box 1035	Stevens Point	WI	54481
281230803120112	2816 Leahy Ave	KWH Properties LLC	PO Box 1035	Stevens Point	WI	54481
281230803130008	4508 Heritage Dr	Alan J & Lori J Bartlett	4508 Heritage Dr	Stevens Point	WI	54481
281230803130009	4516 Heritage Dr	Todd C & Debra A Clark	4516 Heritage Dr	Stevens Point	WI	54481
281230803140004	4708 Heritage Dr	Brown Trust dtd 2/7/92	4708 Heritage Dr	Stevens Point	WI	54481
281230803140005	4700 Heritage Dr	Jeremy C & Heather J Cramer	4700 Heritage Dr	Stevens Point	WI	54481
281230803140006	4616 Heritage Dr	Joshua J Kahle	4616 Heritage Dr	Stevens Point	WI	54481
281230803140007	4608 Heritage Dr	Raymond & Ella M Wisniewski	4608 Heritage Dr	Stevens Point	WI	54481
281230803140008	2825 Leahy Ave	Sean J & Antonya M Hogan	2825 Leahy Ave	Stevens Point	WI	54481

Feb 3/28/12  
\$300.- AA

\$ 250 + \$10 /acre  
\$300.-

**REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION**

Celebration Church

ADDRESS OF PROPERTY: 4701 Industrial Park Rd. Stevens Point  
54481

- Zoning Ordinance Change
- Conditional Use Permit
- Variance from Zoning Ordinance -Board of Appeals
- Variance from Sign Ordinance
- Appeal from Subdivision Requirements
- Other

REQUESTED CHANGE: (State briefly what is being requested, and why).  
- Request for temporary residence within our church building to house our on site care taker.

OWNER/APPLICANT:

AGENT FOR OWNER/APPLICANT:

Name: Chad Raisleger  
Address: 208 2ND ST. N.  
Stevens Point, WI 54481  
(City, State, Zip Code)

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
(City, State, Zip Code)

Telephone: work (715) 295-0646  
Cell Phone: (715) 252-5085

Telephone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

Chad Raisleger  
Signature

\_\_\_\_\_  
Signature

Scheduled Date of Plan Commission Meeting: May 7, 2012

Scheduled Date of Common Council Meeting: May 21, 2012

You, as the applicant, or your agent, shall attend the meeting and present your request.

All requests with supporting documentation are due at the Community Development Office **three weeks** prior to the actual meeting.

Fee schedule is on second page.

Receipt # \_\_\_\_\_

# Administrative Staff Report

Save-A-Lot Sign Request  
3423-3425 Main Street  
May 7, 2012



Department of Community Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>• Save-A-Lot</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>• Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li><li>• Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>• 2308-04-3008-06</li></ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"><li>• "B-4" Commercial District</li></ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>• Commercial / Office/ Multi-family</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>• District 10 – Philips</li></ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"><li>• Frontage (feet): 569</li><li>• Depth (feet): 335</li><li>• Square Footage: 190,615</li><li>• Acreage: 4.376</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>• Commercial</li></ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"><li>• Chapter 25</li></ul>	<p><b>Request</b></p> <p>Request from Save-A-Lot to allow an additional wall sign at <b>3260-3274 Church Street (Parcel ID 2308-04-3008-06)</b>.</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"><li>• Parcel Data Sheet</li><li>• Application</li><li>• Project Description / Plans</li></ul> <p><b>Findings of Fact</b></p> <ul style="list-style-type: none"><li>• The property has two frontages.</li><li>• The property has two free standing signs.</li><li>• The building has multiple tenants.</li><li>• The second wall sign has already been installed.</li><li>• Tenants are allowed one wall in a shopping center. Additional wall signs are allowed with approval from the Plan Commission.</li></ul> <p><b>Staff Recommendation</b></p> <p>Approve, subject to the following condition(s):</p> <ul style="list-style-type: none"><li>• The sign shall not be illuminated.</li></ul>
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# Vicinity Map



# Background



Save-A-Lot is requesting an additional wall sign on the Water Street side of the building. The sign currently exists on the building and has not received Plan Commission approval. Furthermore, the sign is approximately 100 square feet in area. The sign code allows tenants to have one wall sign not to exceed 100 square feet in area. The sign code also allows additional walls signs on a case-by-case basis with approval from the Plan Commission.

This request is not for a sign variance, but rather an additional sign, which is permitted within the sign code if the applicant receives approval from the Plan Commission.

## Standards of Review

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**1) The sign shall fall within the allowable square footage for the tenant.**

**Analysis:** Tenants located in a shopping center shall not have a sign that exceeds 100 square feet. Anything above this amount shall be approved by the Plan Commission.

**Findings:** The proposed sign is approximately 100 square feet in area. Given the size of the building at nearly 500 lineal feet, staff feels the proposed size is appropriate.

**2) Wall signs shall be located in the "signable" wall area of a facade.**

**Analysis:** The "signable" area is defined as the continuous portion of a building facade, unbroken by doors or windows, below the sill line of the second story and above the storefront transoms.

**Findings:** The sign will be located in the "signable" area.

**3) Signs shall match architectural elements of the building.**

**Analysis:** Signs and graphics shall not physically harm the architectural character of the building.

**Findings:** Staff feels that the sign does not detract from the architectural character of the building. The sign does match that of the wall sign that is on the Church Street side of the building. In addition, it helps break up the long façade.

**4) Illuminated signs shall not negatively impact adjacent properties.**

**Analysis:** The sign is not currently illuminated.

**Findings:** Since the property is across the street from residences, staff would recommend that the sign not be illuminated.

**5) The sign shall not create an over proliferation of signage.**

**Analysis:** The shopping center is on a through lot, meaning it has frontage on multiple streets.

**Findings:** Staff feels that since the shopping center fronts on multiple streets, that an additional sign on the opposite side does not create an over proliferation of signage. Only one sign for the business can be viewed at one time. In addition, Water Street is a higher traffic street.

Name and Address		Parcel #	Alt Parcel #	Land Use
3260 Church Street LLC 925 E Wells St Apt 916 Milwaukee, WI 53202		230804300806	230804300806	Shopping Center, Neighborhood
		Property Address		Neighborhood
		3260-74 Church St		Division St/Church St (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
3260 Church Street LLC W H & S M Roddis Living Trst W H & S M Roddis Living Trst	1/7/2010	\$1,350,000	Trustees Deed	740869		Land & Build.
	9/19/2003	\$2,361,900	Warranty Deed	644261		Land & Build.
	8/29/2003	\$2,361,900	Warranty Deed	642708		Land & Build.

**SITE DATA**

**PERMITS**

Actual Frontage	569.0	Date	Number	Amount	Purpose	Note
Effective Frontage	569.0	5/3/2011	37726	\$3,000	042 Interior Renov/Re	liquor house build out
Effective Depth	335.0	5/3/2011	37726	\$3,000	020 Electrical	liquor house build out
Square Footage	190,615.0	5/3/2011	37726	\$3,000	066 Plumbing	liquor house build out
		3/22/2011	37649	\$0	099 Sign	building letters
Acreage	4.376	2/24/2011	37574	\$111,515	042 Interior Renov/Re	grocery store
		2/24/2011	37574	\$14,000	002 Air Conditioning &	grocery store renovati

**2011 ASSESSED VALUE**

Class	Land	Improvements	Total
B-Commercial	\$486,800	\$1,038,700	\$1,525,500
<b>Total</b>	<b>\$486,800</b>	<b>\$1,038,700</b>	<b>\$1,525,500</b>

**LEGAL DESCRIPTION**

LOT 1 CSM #5006-18-31&A BNG PRT NW SW S4 T23 R8 261/79 482/1193 642708 644261 740869

**PROPERTY IMAGE**

**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
3260 Church Street LLC 925 E Wells St Apt 916 Milwaukee, WI 53202		230804300806	230804300806	Shopping Center, Neighborhood
		Property Address		Neighborhood
		3260-74 Church St		Division St/Church St (Comm)
		Subdivision		Zoning
Display Note		Certified Survey Map		B4-COMMERCIAL

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Shopping Ctr, NBHD (C avg)	1968	58,870	Masonry - Avg	18
1	2	Store -Shell, Retail (C avg)	1968	3,000	Masonry - Avg	18

<b>Total Area</b>		61,870
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**BASEMENT DATA**

**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
				1	1	Frame Garage(s)	192
				1	1	Sprinkler System	37,418

**DETACHED IMPROVEMENTS**

Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS**

**STRUCTURE DATA**

Site Improvement	Units	Age	35
Blacktop Pkg- Avg Cond	1	Year Built	1968
		Eff. Year	1976
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Shopping Center

# Administrative Staff Report

Player's Lounge Conditional Use  
2124 Rice Street  
May 7, 2012



Department of Community Development

<p><b>Applicant(s):</b></p> <ul style="list-style-type: none"><li>• Jason Glisczynski</li></ul> <p><b>Staff:</b></p> <ul style="list-style-type: none"><li>• Michael Ostrowski, Director <a href="mailto:mostrowski@stevenspoint.com">mostrowski@stevenspoint.com</a></li><li>• Kyle Kearns, Associate Planner <a href="mailto:kkearns@stevenspoint.com">kkearns@stevenspoint.com</a></li></ul> <p><b>Parcel Number(s):</b></p> <ul style="list-style-type: none"><li>• 2308-04-2006-03</li></ul> <p><b>Zone(s):</b></p> <ul style="list-style-type: none"><li>• "B-4" Commercial</li></ul> <p><b>Master Plan:</b></p> <ul style="list-style-type: none"><li>• Commercial/Office/Multi-Family</li></ul> <p><b>Council District:</b></p> <ul style="list-style-type: none"><li>• District 5 – Mary Stroik</li></ul> <p><b>Lot Information:</b></p> <ul style="list-style-type: none"><li>• Actual Frontage: 486.7 feet</li><li>• Effective Frontage: 486.7 feet</li><li>• Effective Depth: 299.9 feet</li><li>• Square Footage: 145,934</li><li>• Acreage: 3.350</li></ul> <p><b>Current Use:</b></p> <ul style="list-style-type: none"><li>• Tavern/Sports Complex</li></ul> <p><b>Applicable Regulations:</b></p> <ul style="list-style-type: none"><li>• 12.14, 23.01(16), and 23.02(2)(d)</li></ul>	<p><b>Request</b></p> <p>Request from Jason Glisczynski of Player's Lounge for a conditional use permit amendment to construct two volleyball courts on the northwest side of the building with a premise extension to allow alcohol in this location at <b>2124 Rice Street (Parcel ID 2308-04-2006-03)</b>.</p> <p><b>Attachment(s)</b></p> <ul style="list-style-type: none"><li>• Parcel Data Sheet</li><li>• Exhibit Map</li><li>• Application</li><li>• Site plan and supporting documents</li></ul> <p><b>Findings of Fact</b></p> <ul style="list-style-type: none"><li>• The property is zoned "B-4" Commercial District</li><li>• Player's Lounge currently has a conditional use permit to operate a tavern at this location.</li><li>• Previous conditions have been met.</li></ul> <p><b>Staff Recommendation</b></p> <p>Approve, subject to the following conditions:</p> <ul style="list-style-type: none"><li>• All previous conditions still remain.</li><li>• The Public Protection Committee must review and approve this request.</li><li>• There shall be no events or gathering of individuals outside the tavern from 10:00 PM to 8:00 AM.</li><li>• The dumpsters shall be located on the north side of the building and screened with a solid enclosure to be approved by staff.</li><li>• Chain-link or solid type fencing shall be used as opposed to snow fencing. Fencing shall be approved by staff prior to installation.</li><li>• A lighting plan shall be submitted and approved by staff. Lighting shall be directed away from all adjacent properties and the illumination levels at the property line shall not be increased.</li><li>• No alcohol shall be consumed outside the licensed premise area.</li><li>• If more than three valid noise complaints are found during the year, the conditional use permit shall be reviewed by the Plan Commission at their next regularly scheduled meeting to determine a possible amendment to prohibit the premise extension to the outside areas.</li><li>• The conditional use permit shall expire June 30, 2014.</li></ul>
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## Vicinity Map

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## Background

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Mr. Glisczynski is requesting a conditional use permit amendment to construct two volleyball courts on the northwest corner of the building and allow for the premises to be expanded to this area. Fencing would fully enclose the volleyball courts, consisting of telephone poles, snow fence, and large netting, to a height of 24 feet. Additionally, lighting would be installed to allow for night play. Entrance to the confined area would be only through the bar to which the courts will be connected. The total area of the enclosure is approximately 8,500 square feet. Proposed hours of operation are Sunday – Thursday, 5:00 PM – 10:30 PM with tournaments held on Fridays and Saturdays. Mr. Glisczynski is also requesting his premise extended to serve beer and alcohol within this area, furthermore, serving as a smoking area as well. Dumpsters that currently exist on the northwest corner of the property are proposed to be relocated to the south side of the building.

The following are the conditions on the property:

- 1) The building must be modified with materials specifically designed to muffle or contain noise/music inside the building;
- 2) Screening in the form of berms shall be installed on the Rice St. and Cleveland Ave. sides of the lot;

- 3) Entrances shall be arranged in a manner that patrons under the age of 21 will not be admitted to the bar area,
- 4) The hours of operation shall be limited to the following:
  - a. Live band concerts held on the premises shall be limited to an 11 PM ending of the music performance,
  - b. DJ or band activity shall cease at 10 PM on Sunday through Thursday, and 11 PM on Friday and Saturday nights,
  - c. The tavern/lounge shall have hours of operation from 11:00 AM to 2:00 AM on Monday – Friday (or legally allowed hours, whichever is earlier) and 11:00 AM to 2:30 AM on Saturday – Sunday (or legally allowed hours, whichever is earlier);
- 5) The business must be operated in a manner that music heard from outside the building does not unreasonably disturb the peace and enjoyment of the residential neighborhood;
- 6) The business must be operated in a manner that patrons must be prevented from congregating outdoors in a manner that would unreasonably disturb the peace and enjoyment of the residential neighborhood;
- 7) The doors shall be kept closed so that noise does not unreasonably disturb the peace and enjoyment of the residential neighborhood;
- 8) The exterior of the building, including the tavern expansion, shall be improved as shown on the attached plans;
- 9) No alcohol or fermented malt beverage may be served or consumed in the volleyball and basketball area;
- 10) The building plan layout as presented on the attachment is approved and shall not be modified without city approval;
- 11) Alcohol may be served and consumed only in the following places: 90 days from date of passage of this conditional use resolution or when the “bar area” opens whichever occurs first: 19 ft x 54 ft area designated “temporary bar area” as shown on attached map; after 90 days from passage of this conditional use resolution: 41 ft x 96 ft building addition designated as “bar area” as shown on the attached map;
- 12) It is the intent of the City to require completion of the exterior portions of the project by the end of April, 2009. However, given that exterior work may be difficult to complete by the end of April due to poor weather conditions, the Inspection Department is given the discretion to allow the business to operate the tavern as provided above with an extension of time to complete the exterior portion of the project as shown on the attached drawings until June 30, 2009;
- 13) A complete site plan/landscaping plan be submitted to the Community Development Department by February 22, 2010 that would include that the 5 planting areas be enhanced and redesigned with raised mulch beds with increased plantings of year round foliage, and a new raised mulch bed be installed across the entire entry south driveway with plantings to match the requirements for the other planting areas;
- 14) Dumpsters be screened with fencing that matches the building color;
- 15) Paint, or other materials, on the south side of the building to replace the area currently painted blue and wrap around the building to the north (not to include the area above the blue) with consistency in the gray colors of the building to be approved by the Community Development Department;
- 16) Year round foliage on the south side of the building;
- 17) Close the south driveway closest to the building and curb it off at the owners expense;
- 18) Remove the hvac units along the south elevation;
- 19) Repair the deck and paint the rusty doors and posts on the south elevation; and
- 20) Conditional Use Permit to expire June 30, 2012.

## Standards of Review

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- 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 extension of premise would allow beer and liquor to be consumed outside on the northwest section of the property. Snow fencing and netting will enclose the area around the volleyball courts. Mr. Glisczynski has indicated that there will be one entrance/exit into the enclosure, accessible through the bar. He also has indicated that volleyball events will conclude at 10:00 PM, Sunday-Thursday. Friday and Saturdays will be reserved for tournament play with the possibility of contiguous play throughout the day.

**Findings:** Given that the volleyball games will conclude by 10:00 PM, staff does not feel that it would be detrimental to the public. If games are not concluded by 10:00 PM staff feels that the noise will intrude into the resting hours of the neighboring residential properties. Therefore, any outdoor event must conclude at 10:00 PM every day of the week, weekends are no exception. In the past year, two noise complaints were received in April, 2012, but considered unfounded.

In regards to the request for the extension of premises for serving alcohol, staff does not have any concerns at this time.

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

**Analysis:** The B-4 district is established to provide for retail, commercial, office, service and apartment uses in areas of good accessibility along arterial streets consistent with the City's Comprehensive Plan. This district is primarily intended to accommodate general commercial uses requiring on-site parking and arterial access.

**Findings:** Player's Lounge has been granted a conditional use permit to operate a tavern at this location. The property is adjacent to residential to the south and east. Staff does have concerns that the extension of premise to the exterior of the building increases the potential for noise concerns. This request proposes permanent establishment of outdoor events.

**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 an established area of the City.

**Findings:** The proposed use should not impede the 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:** No changes to the exterior of the building are planned. The fencing around the volleyball courts will be constructed of 4 foot high snow fencing and 20 foot high sports netting.

**Findings:** Given that the location of the area is in front of the building and highly visible from Church Street and Rice Street, staff would recommend a more aesthetically pleasing fencing/enclosure for the volleyball courts. A painted chain-link/mesh or solid type fencing would be preferable.

**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:** The current Player's Lounge has two ingress/egress points.

**Findings:** Traffic should not be a concern at this site. In the original conditional use request, Mr. Glisczynski was required to close the ingress/egress point that was on the south side of the building, and install curb. As of today, the ingress/egress point has been closed and curb has been installed. This standard is met.

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

**Analysis:** The proposed use is within the Commercial District.

**Findings:** The proposed use is not in conflict with the objectives or the general intent of the Commercial District, nor the Comprehensive Plan. The use of a tavern has already been granted, and this request is only for an extension of premise.

- 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 building exist within this district, and no amendments or changes are being proposed.

**Findings:** The proposed use conforms to the general intent and regulations of the "B-4" Commercial District.

- 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 driveways currently exist.

**Findings:** This standard is met.

- 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:**

**a. Mechanical equipment including refuse storage shall be screened from neighboring properties.**

**Analysis:** The dumpsters have been screened with a fence as required in the original conditional use permit. The proposed volleyball courts force the dumpsters to relocate. Mr. Glisczynski has proposed them on the south side of the building near the west edge.

**Findings:** Staff feels that this is not an ideal location as screening will be required almost entirely around the dumpsters and it's very close to Rice Street. Furthermore, staff feels relocating them on the north side of the building farther east from their current location best conceals them from view. Staff would recommend that the dumpsters be fully enclosed with a solid fence.

**b. Lighting shall be located to minimize intrusion onto the neighboring properties.**

**Analysis:** No plan for lighting has been submitted, but Mr. Glisczynski has indicated that each of the galvanized posts, outlined in the fencing plan will have a flood light atop, similar to those found on residential home entryways.

**Findings:** All lighting standards must be met and shall not create negative impacts on neighboring properties. Given the potential to have negative impacts on residential properties to the east and south, staff would require that a plan for lighting be submitted for review and approval by staff.

**c. Sources of noise shall be located in a manner that minimizes impact to neighboring properties.**

**Analysis:** There have been no confirmed noise complaints regarding the property in the last year.

**Findings:** Mr. Glisczynski should ensure that the outdoor event does not create excessive noise and that the events conclude by 10:00 PM.

**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

# Players' Lounge Photos



**West Side of Building**



**Southwest Side of Building**



**View From Church Street**



**Proposed Volleyball Court Location  
(Northwest Corner of Building)**



**Existing Dumpsters  
(Northwest Corner of Building)**



**Proposed Location of Dumpsters  
(Southwest Corner of Building)**



**North Side of Building**



**Northeast Corner of Building**

## **Partner's Pub Photos**

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**Volleyball Court Enclosure**



**Volleyball Court**



**Entrance to Volleyball Courts**



**View from Driveway  
(Looking North)**

**Dumpsters  
(North of the Volleyball Court)**



**View from Clayton and Stanley St.  
(Looking North)**

Name and Address		Parcel #	Alt Parcel #	Land Use
JG Landbankski LLC 1320 Okray Ave Plover, WI 54467		230804200603	230804200602	Store, Retail
		Property Address		Neighborhood
		2124 Rice St		Division St/Church St (Comm)
Subdivision		Zoning		
Display Note	New Parcel for 2009	Certified Survey Map		B4-COMMERCIAL

**OWNERSHIP HISTORY**

Owner	Sale Date	Amount	Conveyance	Volume	Page	Sale Type
JG Landbankski LLC	8/7/2008	\$300,000	Warranty Deed	721384		Land & Build.

**SITE DATA**

**PERMITS**

Actual Frontage	486.7	Date	Number	Amount	Purpose	Note
Effective Frontage	486.7	1/12/2010	36725	\$15,500	042 Interior Renov/Re	kitchen/archery range
Effective Depth	299.9	9/15/2008	35850	\$758,000	003 Addition	& remodeling
Square Footage	145,934.0	7/10/2002	30915	\$4,300	032 Furnace (HVAC)	Replace Heating System
Acreage	3.350	10/15/1999	28788	\$0	099 Sign	
		9/7/1999	28704	\$74,000	042 Interior Renov/Re	remodel
		9/1/1999	28713	\$8,400	099 Sign	

**2011 ASSESSED VALUE**

Class	Land	Improvements	Total
B-Commercial	\$145,500	\$828,200	\$973,700
<b>Total</b>	<b>\$145,500</b>	<b>\$828,200</b>	<b>\$973,700</b>

**LEGAL DESCRIPTION**

LOT 1 CSM#9633-41-113 BNG PRT NWNW; SUBJ TO ESMT & RC DES 721385 S4 T23 R8 721384

**PROPERTY IMAGE**

**PROPERTY SKETCH**



Name and Address		Parcel #	Alt Parcel #	Land Use
JG Landbankski LLC 1320 Okray Ave Plover, WI 54467		230804200603	230804200602	Store, Retail
		Property Address		Neighborhood
		2124 Rice St		Division St/Church St (Comm)
		Subdivision		Zoning
Display Note	New Parcel for 2009	Certified Survey Map		B4-COMMERCIAL

**BUILDING SUPERSTRUCTURE DATA**

Bldg	Sec	Occupancy	Year	Area	Framing	Hgt
1	1	Store, Retail (S low)	1973	12,200	Metal - Low	24
1	2	Raquet Club / Volley Ball	1973	21,680	Metal - Low	24
1	3	Bar/Tavern (S avg)	2009	3,895	Metal - Avg	14

<b>Total Area</b>	<b>37,775</b>
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**BASEMENT DATA**

**COMPONENTS**

Bldg	Sec	Adjustment Description	Area	Bldg	Sec	Component Description	Area
				1	2	Mezzanine - Storage (Avg Qual)	2,000

**DETACHED IMPROVEMENTS**

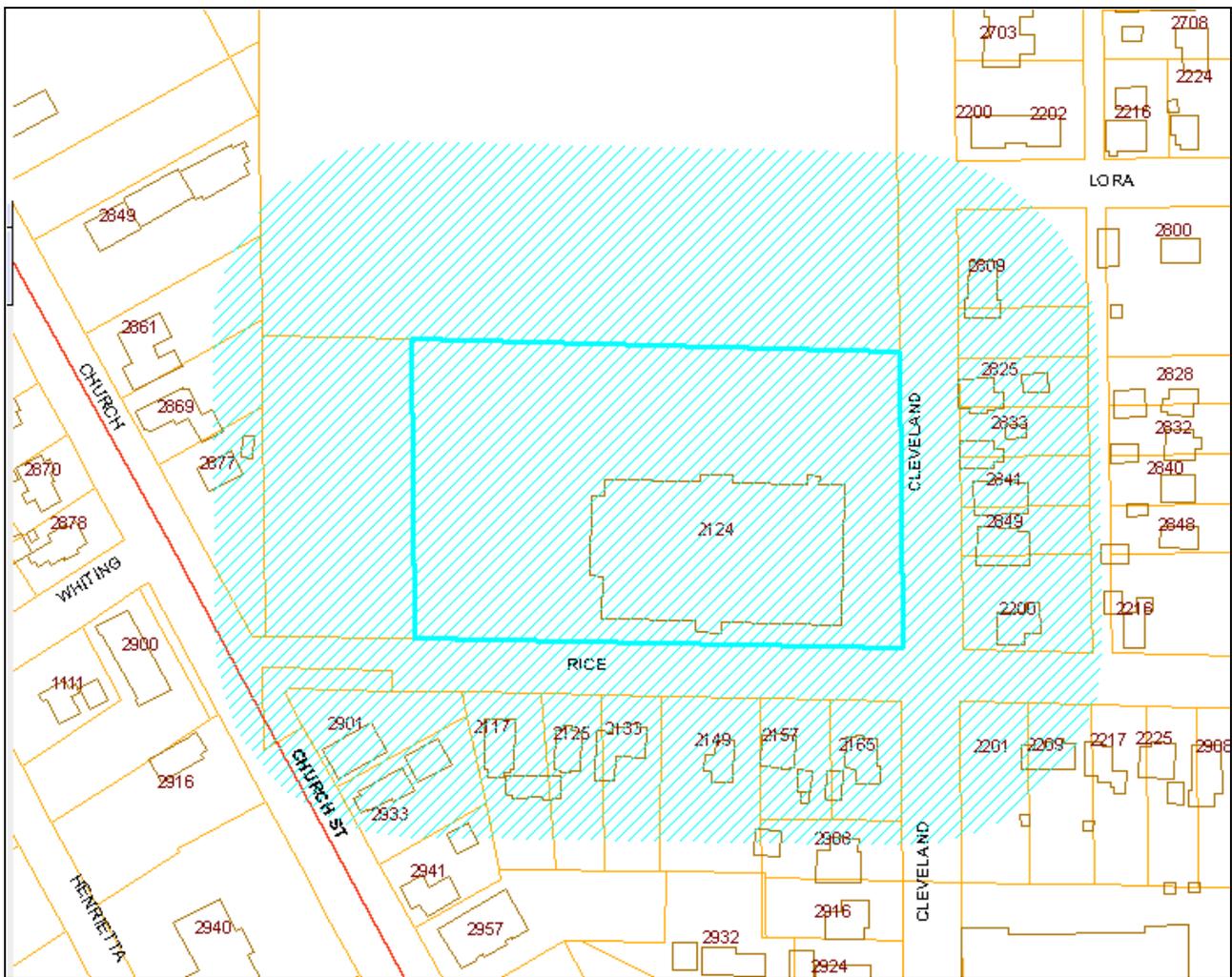
Structure	Year Built	Square Feet	Grade	Condition

**SITE IMPROVEMENTS**

**STRUCTURE DATA**

Site Improvement	Units	Age	27
		Year Built	1973
		Eff. Year	1985
		One Bedroom	
		Two Bedroom	
		Three Bedroom	
		Total Units	
		Stories	1.00
		Business Name	Competitors Choice / Players Lo

**2124 Rice Street – Players’ Lounge – Conditional Use – Exhibit Map (200 Feet Boundary)**



TaxKey	Property Address	Owner Name	Mailing Address	City	State	Zip Code
281230804200601	2125 Patch St Forest Cemetery	City Of Stevens Point	1515 Strongs Ave	Stevens Point	WI	54481
281230804200603	2124 Rice St	JG Landbankski LLC	1320 Okray Ave	Plover	WI	54467
281230804200604	Rice St	South Point Center	5495 Azores Ct	San Diego	CA	92124
281230804200701	2165 Rice St	Wisconsin Housing & Economic	PO Box 1728	Madison	WI	53701
281230804200702	2157 Rice St	Leroy J Cordy &	2157 Rice St	Stevens Point	WI	54481
281230804200703	2149 Rice St	Mary G Haessly	2149 Rice St	Stevens Point	WI	54481
281230804200704	2133 Rice St	David J & Diane C Lobermeier	2133 Rice St	Stevens Point	WI	54481

281230804200705	2125 Rice St	Kevin M Duda	2125 Rice St	Stevens Point	WI	54481
281230804200706	2117 Rice St	Heather R Tetzlaff	2117 Rice St	Stevens Point	WI	54481
281230804200707	Rice & Church St	City Of Stevens Point	1515 Strongs Avenue	Stevens Point	WI	54481
281230804200708	2901 Church St	Stephen R Faber & J S Meyers	3008 Vine St	Stevens Point	WI	54481
281230804200709	2933 Church St	Nicholas P & Aubrey M Schommer	2933 Church St	Stevens Point	WI	54481
281230804200710	2941 Church St	Jeremy R Pagel	2941 Church St	Stevens Point	WI	54481
281230804200729	2908 Cleveland Ave	James E & Linda Glodowski	2908 Cleveland Ave	Stevens Point	WI	54481
281230804201003	2217 Rice St	Albert P Somers	2140 Jelinski Circle	Plover	WI	54467
281230804201004	2209 Rice St	Joseph B & Jamy A Klopotic	2209 Rice St	Stevens Point	WI	54481
281230804201005	2201 Rice St	Stevens Point Area	1900 Polk St	Stevens Point	WI	54481
281230804201103	2825 Cleveland Ave	Peter B & Barbara J Shippy	2825 Cleveland Ave	Stevens Point	WI	54481
281230804201104	2833 Cleveland Ave	Eric Wroblewski	6700 County Rd HH	Stevens Point	WI	54482
281230804201105	2841 Cleveland Ave	Toni D Donaldson	2841 Cleveland Ave	Stevens Point	WI	54481
281230804201106	2849 Cleveland Ave	Sandra M Meronek	2849 Cleveland Ave	Stevens Point	WI	54481
281230804201107	2200 Rice St	Clarice R Rogers	2200 Rice St	Stevens Point	WI	54481
281230804201115	2809 Cleveland Ave	William E & Julie A Olsen	2809 Cleveland Ave	Stevens Point	WI	54481
281230804201116	Cleveland Ave	Peter B & Barbara J Shippy	2825 Cleveland Ave	Stevens Point	WI	54481
281230805101710	2849 Church St	Exchange Services LLC	2849 Church St	Stevens Point	WI	54481
281230805101711	2861 Church St	Exchange Services LLC	2849 Church St	Stevens Point	WI	54481
281230805101712	2869 Church St	Corine S Peroutka	2869 Church St	Stevens Point	WI	54481
281230805101713	2877 Church St	Thomas J Bushman	PO Box 68	Rosholt	WI	54473

R# 1-47167  
\$250  
4-17-12

**REQUEST TO CITY OF STEVENS POINT PLAN COMMISSION**

ADDRESS OF PROPERTY: 2124 Rice St.

- Zoning Ordinance Change
- Conditional Use Permit
- Variance from Zoning Ordinance - Board of Appeals
- Variance from Sign Ordinance
- Appeal from Subdivision Requirements
- Other

REQUESTED CHANGE: (State briefly what is being requested, and why).  
See attached modify licensed premise

**OWNER/APPLICANT:**

Name: JASON GLISCZYNSKI  
Address: 1920 Adams St  
Plover, WI 54467  
(City, State, Zip Code)

Telephone: \_\_\_\_\_  
Cell Phone: 715-340-6107

[Signature]  
Signature

**AGENT FOR OWNER/APPLICANT:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
(City, State, Zip Code)

Telephone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_

\_\_\_\_\_  
Signature

**Scheduled Date of Plan Commission Meeting:** May 7, 2012 6pm

**Scheduled Date of Common Council Meeting:** May 21, 2012 7pm

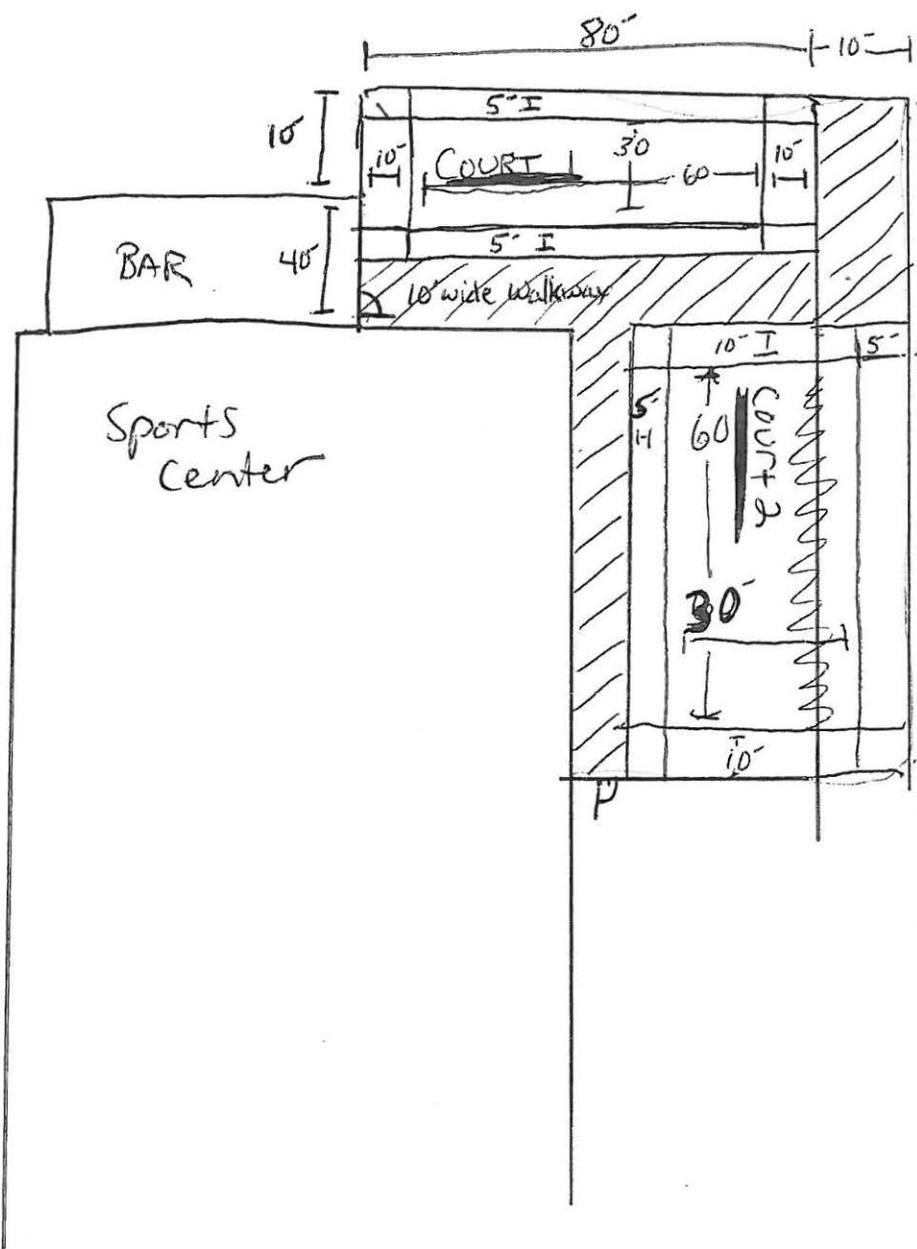
You, as the applicant, or your agent, shall attend the meeting and present your request.

All requests with supporting documentation are due at the Community Development Office **three weeks** prior to the actual meeting.

**Fee schedule is on second page.**

Receipt # \_\_\_\_\_





Cemetery

## Jason Glisczynski

---

**From:** Jason Glisczynski  
**Sent:** Wednesday, March 21, 2012 12:54 PM  
**To:** 'kruder@stevenspoint.com'  
**Subject:** Players' Lounge premise  
**Attachments:** Scan3790.pdf

Chief Ruder,

I would like to extend the premise for Players' Lounge to an outdoor volleyball court to be set up on the Northwest corner of the building. The court would be fenced in using telephone poles, snow fencing, and large netting extending 20 feet up. This would be the same type of fencing used at Partners Pub. The area would be connected to the building, and lighting would be installed to illuminate the courts at night. League play would run from 5:00pm – 10:30pm Sunday-Thursday, and tournaments would be held on Fridays and weekends.

I would like to have our premise extended to this area for serving beer and alcohol. This will also serve as a smoking area as it has been a challenge to not have people congregating in front of the building. This would keep them off to the side of the building where no one could see them unless they were standing in the cemetery. Due to the location of the volleyball courts they will be located a considerable distance from any neighbors, with the exception of the cemetery.

Please let me know if you have any questions or concerns or if you would like to discuss this in more detail.

I have attached a couple of drawings for your review.

Jason Glisczynski, CAS®  
Certified Annuity Specialist  
Investment Advisor Representative  
Glisczynski and Associates, Inc.  
[www.glisczynskiassociates.com](http://www.glisczynskiassociates.com)  
1320 Okray Ave  
Plover, WI 54467  
715-341-8899 ext. 15  
800-469-2040  
715-341-1080 (fax)  
715-340-6107 (cell)

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3210 Mecca Drive  
Plover, WI 54467  
1-800-472-0505 or 715-341-4411  
FAX: 715-341-4415

984 Main Street  
Neenah, WI 54956  
1-800-310-0600 or 920-886-6676  
FAX: 920-886-1448

Quote 00012611

Date: 4/17/2012

Contact: Jason

Business Telephone: 295-0650

Fax: 341-1080

www.americanfencewi.com

2nd Telephone: C#340-6107

Proposal To:

Player's Lounge  
2124 Rice Street  
Stevens Point, WI 54481

Job Site:

Player's Lounge  
2124 Rice Street  
Stevens Point, WI 54481

Description	Price
Furnish materials, equipment and labor to install 330' of 20' high pylon netting. The posts will be heavy industrial "SS40", 4" galvanized steel, set in concrete at 25' maximum spacing. There will be a 1/4" galvanized steel cable running across the top. Each run will include a turnbuckle for tightening the cable. The netting will be a 3.0 mm premium knotless polypropylene with a 4" mesh. This will be tape bound with grommets every 18". The netting will be attached to the cable with steel "C" snaps.	\$8,700.00

**Terms:**  
1/3 down  
**Balance due 10 days after completion.**

**THANK YOU!**  
Please sign 2 copies  
and return one.

Subtotal: \$8,700.00  
Freight: \$0.00  
Sales Tax: \$0.00  
Total Amount: \$8,700.00

Salesperson *Bob Keen*

Proposal Accepted By: \_\_\_\_\_

Prices are valid through: 5-21-12

Customer PO#: \_\_\_\_\_

- 1) Customer hereby assumes full responsibility for the location of the line upon which said fence materials are to be installed and locate any and all underground cables or pipes.
- 2) Private lines not marked by Diggers Hotline such as electric, LP gas and sprinklers are the customers responsibility to locate. Customer agrees to remove existing old fences and shrubs and dispose of spoils unless otherwise specified. Customer is responsible for building permits if necessary.
- 3) More or less material other than the amount contracted for will be debited or credited at current rates.
- 4) American Fence Co. reserves the right to make additional charges to the customer in the event unusual ground conditions, such as rock formation, impede the installation.
- 5) Such additional charges shall be based on actual additional labor required to complete installation under the circumstances.
- 6) All accounts are payable in full within ten (10) days of the date of the invoice. 1.5% per month (18% per year) late fee will be assessed on past due accounts.
- 7) Customer agrees to pay all costs of collection incurred by American Fence Company before and after judgment, including reasonable attorney fees. All parties agree that if collection action becomes necessary, all collections will be filed in and court action will be venued in Winnebago County.
- 8) As required by the Wisconsin construction lien law, builder hereby notifies owner that persons or companies furnishing labor or materials for the construction on owner's land may have lien rights on owner's land and buildings if not paid.
- 9) Those entitled to lien rights, in addition to the above signed builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction.
- 10) Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to the mortgage lender, if any.
- 11) Builder agrees to cooperate with the owner and the owner's lender, if any, to see that all potential lien claimants are duly paid.

# American Fence Company

3210 Mecca Drive • Plover, WI 54467  
1-800-472-0505 • 715-341-4411 • Fax: 715-341-4415

984 Main Street • Neenah, WI 54956  
1-800-310-0600 • 920-886-6676 • Fax: 920-886-1448

Proposal to: PLAYERS LOUNGE Digger's Ticket#: \_\_\_\_\_

Install Address: 2124 RICE ST. STEVENS POINT, WI.

Telephone #: 715-340-6107 Contact Name: JASON

**Residential Specifications:**

Wire: \_\_\_\_\_  
 Top Rail: \_\_\_\_\_ O.D.      Line Posts: \_\_\_\_\_ O.D.      Corner Posts: \_\_\_\_\_ O.D.  
 End Posts: \_\_\_\_\_ O.D.      Drive Gate Posts: \_\_\_\_\_ O.D.      Walk Gate Posts: \_\_\_\_\_ O.D.  
 Gate Frames: \_\_\_\_\_ O.D.

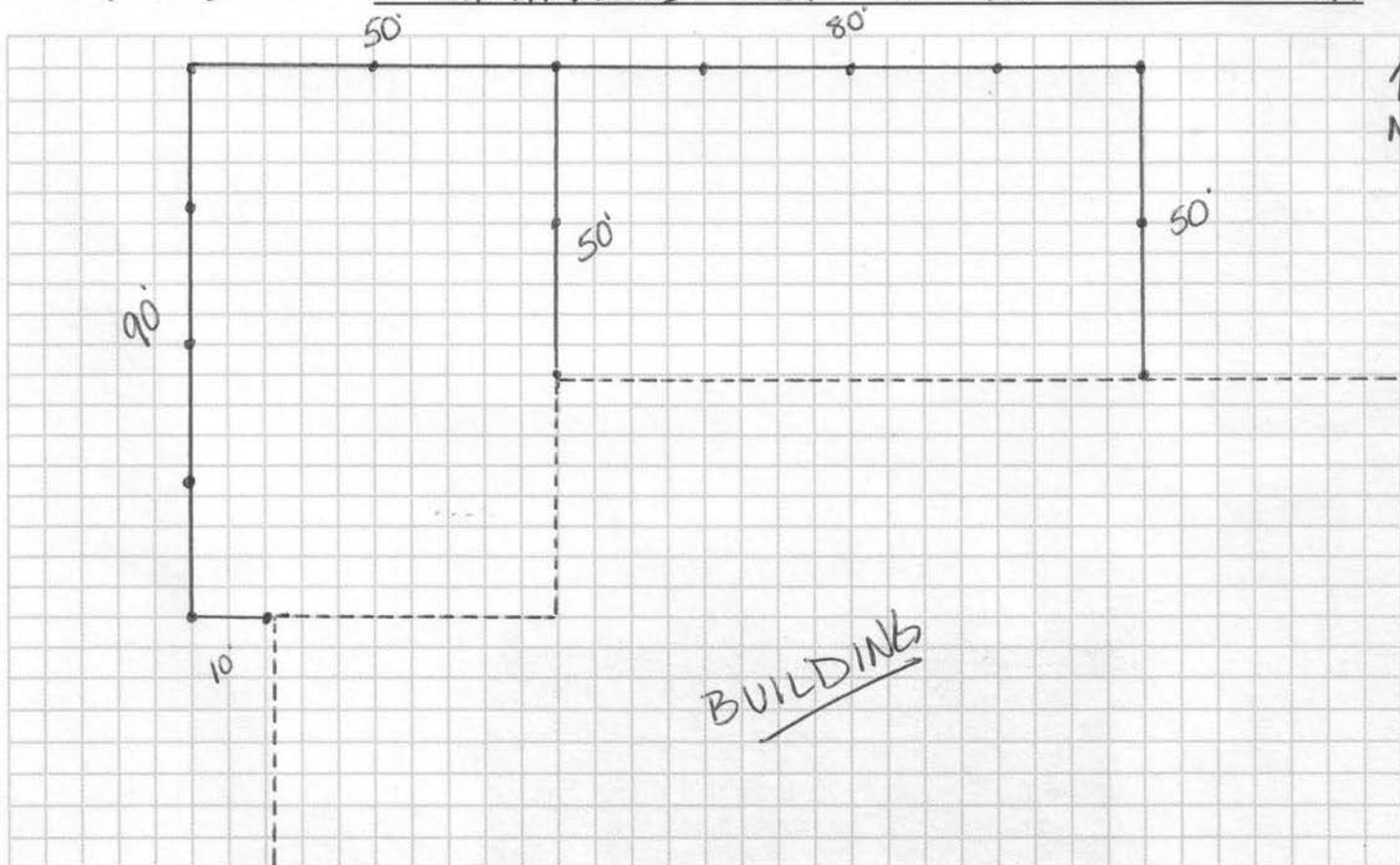
**Commercial Specifications:**

Wire: \_\_\_\_\_  
 Bottom Tension Wire: \_\_\_\_\_      Top Rail: \_\_\_\_\_ O.D.      Line Posts: \_\_\_\_\_ O.D.  
 Barbed Wire: \_\_\_\_\_      End Posts: \_\_\_\_\_ O.D.      Corner Posts: \_\_\_\_\_ O.D.  
 Gate Frames: \_\_\_\_\_ O.D.      Drive Gate Posts: \_\_\_\_\_ O.D.      Walk Gate Posts: \_\_\_\_\_ O.D.

Selvage: \_\_\_\_\_ Post Space: \_\_\_\_\_ Framework: \_\_\_\_\_

Chain link fabric:  Aluminized     Galvanized     Vinyl - Color

**Specialty Fence:** 4" GALVANIZED POSTS-SET IN CONCRETE & 1/4" CABLE



# CUSTOM NETTING

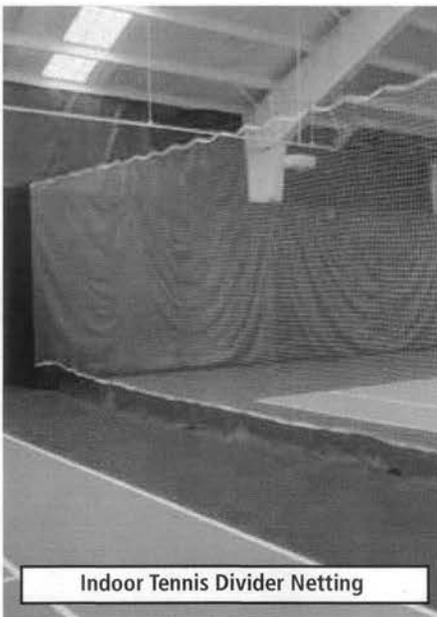
Douglas® carries a wide selection of high quality netting materials and mesh sizes that can be customized to meet your specific needs and applications. All Douglas netting has reinforced vinyl edging with grommets or is rope bound per your specifications. Douglas netting is hung on the square to reduce sag and improve appearance. Netting is available in mesh sizes ranging from 7/8" to 4" square. Available colors include: black, green and white.



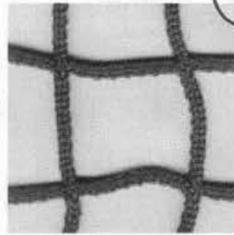
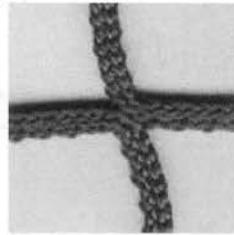
Ballpark Backstop

## Custom Netting Application Examples:

- Impact Netting
- Ballpark Backstop and Barrier Netting
- Protective and Boundary Netting
- Divider Netting for Indoor and Outdoor Use
- Golf Netting



Indoor Tennis Divider Netting



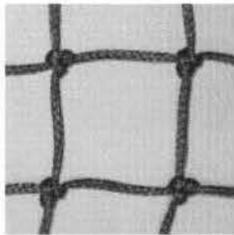
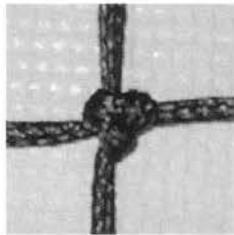
### Premium Knotless Polypropylene-Pylon (High Tenacity)

Great for high impact backstop and protective screen netting.

- Reinforced in vinyl edging or rope border
- Extruded to resist weather and UV
- Available in black, white and green

Most durable, unmatched weather and UV protection! Maximizing Longevity.

Sizes Available: 1-3/4" and 4" square mesh  
3.5 mm (Heavy weight) 325 lb. break strength  
3.0 mm (Medium weight) 250 lb. break strength



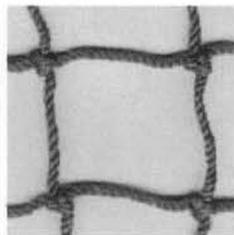
### Braided Knotted Polyethylene

Great for high impact backstop and protective screen netting.

- Reinforced vinyl edging only
- Extruded solid core to resist weather and UV
- Only available in black

Rigid, low stretch helping it sustain its form. Solid Core! Don't be fooled by cheap hollow core netting.

1-3/4" square mesh  
3.0 mm (Medium Weight) 285 lb. break strength



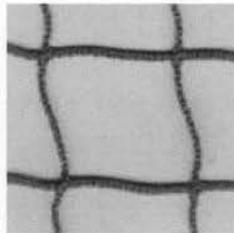
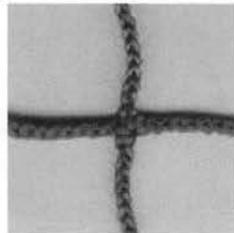
### Twisted Knotted Nylon

Great for high to medium impact backstop and protective screen netting.

- Available in rope border only
- UV and weather treated coating is applied to the exterior of the material
- Available in black, white and green.

High break strength and tensile strength.

Sizes Available: 1", 1-3/4" and 4" square mesh  
#48 (Heavy Weight) 459 lb. break strength  
#42 (Heavy Weight) 424 lb. break strength  
#36 (Medium Weight) 352 lb. break strength  
#21 (Light Weight) 253 lb. break strength  
#18 (Light Weight) 194 lb. break strength



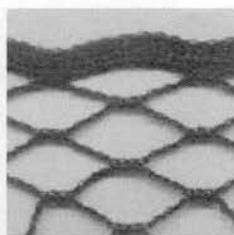
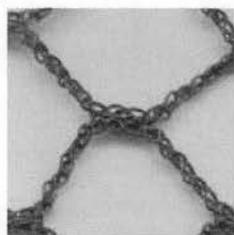
### #420 Knotless Pylon

Great for low impact barrier netting.

- Choose from rope or vinyl border
- UV and weather treated
- Available in black, white and green

Lightweight, perfect for overhead applications.

Sizes Available: 7/8", 1-3/4" and 4" square mesh  
#420 (Light Weight) 125 lb. break strength



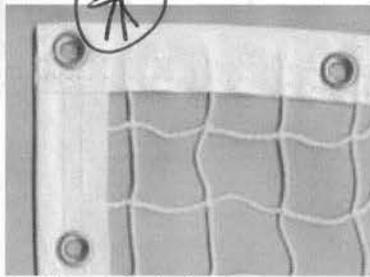
### Lightweight Economy Barrier Netting

Used for low impact barrier netting.

- Reinforced salvaged edge only
- Only Available in Black
- Sold by the roll - no custom sizes available

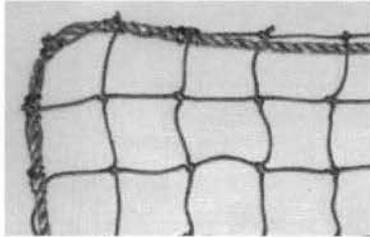
Inexpensive.

1" diamond mesh  
25' x 100' Roll (Light Weight) 60 lb. break strength  
25' x 150' Roll (Light Weight) 60 lb. break strength



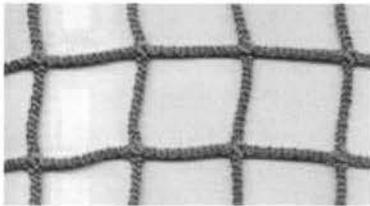
### Reinforced Vinyl Edging

Provides the netting with added strength while keeping the nets shape. Reinforced Double stitched vinyl also gives the net a sharp appearance. Optional Brass Grommets are shown.



### Rope Border

Simple and easy installation.

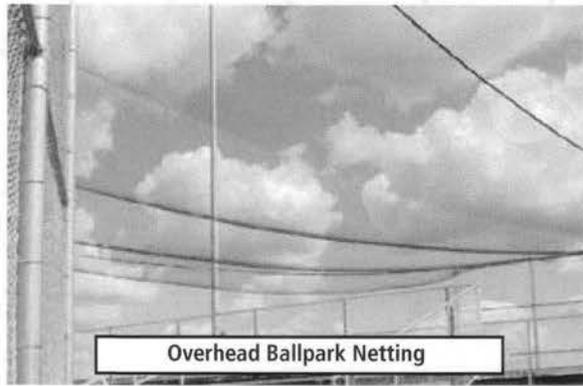
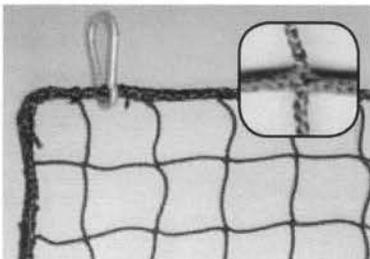


### Knotless Pylon in Green

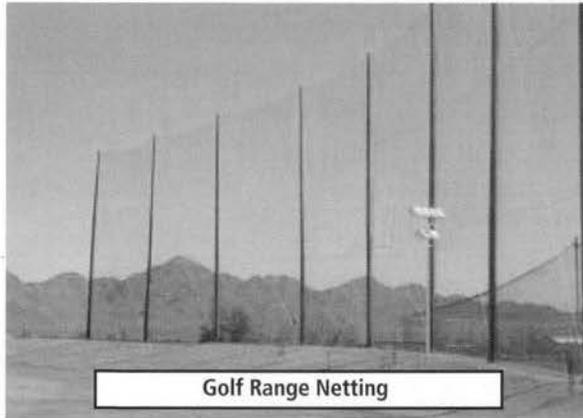
### Prefabricated Divider Netting

Black (Item # 32012) Green (Item # 32010)

- 10' x 60' Panels -Use indoor or outdoor
- #420 knotless netting in 1-3/4" sq mesh
- Weather and UV resistant
- Reinforced sewn rope border
- Available in black and green
- Custom sizes are available



Overhead Ballpark Netting



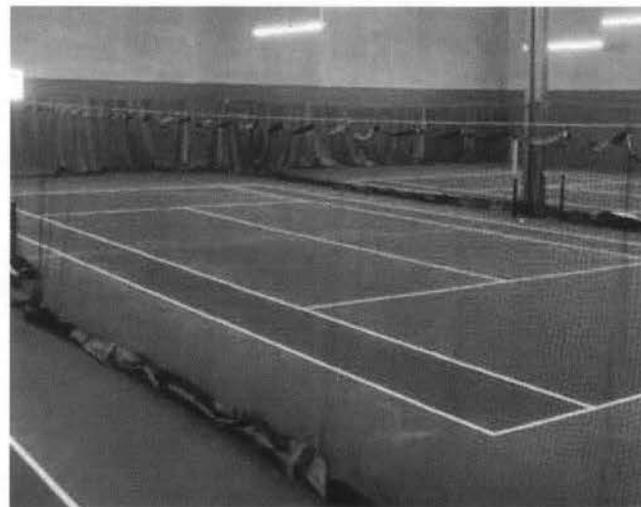
Golf Range Netting

Protective and boundary netting is used to protect players, spectators, scoreboards, buildings and other structures. The netting is customized to fit your needs and is completely weather-treated. Netting is either finished with black reinforced vinyl edging or a rope border.



Protective Hockey Arena Netting

Divider Netting is necessary for uninterrupted play. Black and green styles for indoor and outdoor use are weather treated to withstand moisture and sunlight. Natural white netting is for indoor use only. A vinyl kickplate is available for indoor application. Tape borders are double sewn 1-1/2" reinforced vinyl-coated polyester with heavy-duty brass grommets spaced 18" along top. Additional grommets may be specified. Standard heights are 10' or 12'—custom heights are available. Custom lengths are to your specifications.



### Installation Accessories

- 1/4" Cable, Galvanized (Item # 34728)
- 1/8" Cable, Galvanized (Item # 15102)
- 1/4" Cable Clamp (Item # 34725)
- 1/8" Cable Clamp (Item # 34726)
- 12" Turnbuckle (TB-12) (Item # 34724)
- 6" Turnbuckle (TB-6) (Item # 36986)

- C-Snap, Black Plated Steel (Item # 32670)
- C-Snap, Black Plastic (Item # 32675)
- 8 mm Spring Link (Carabiner) (Item # 36000)
- 5 mm Spring Link (Carabiner) (Item # 32679)
- 3" S-Hook, Steel (Item # 31663)
- TR-50 7" Tie-raps (100/pkg) (Item # 31656)

- TR-120 8" Tie-raps (100/pkg) (Item # 31657)
- TR-50XL 14.5" Tie-raps (100/pkg) (Item # 31651)
- TR-120XL 14" Tie-raps (100/pkg) (Item # 31655)
- 3/16" Polypro Braided Rope (1000' Roll) (Item # 31601M)



# Memo

**Michael Ostrowski, Director**

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

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

mostrowski@stevenspoint.com

## City of Stevens Point – Department of Community Development

To: Plan Commission  
From: Michael Ostrowski  
CC:  
Date: 5/7/2012  
Re: Conceptual Project Review – 1017 Third Street

This request is for a conceptual project review (CPR) for a mixed-use development on the former Lullabye Furniture property at 1017 Third Street. A CPR is an initial review of a proposed project. The plans that are submitted for the CPR are fairly general, outlining the proposed project. The goal of a CPR is to get input from the public, the Plan Commission, and the Common Council on a development before it proceeds to the next step, in this case, a conditional use request. As mentioned above, plans are general in nature and will be more detailed once comments are received regarding the proposed development. No official action will be taken at this meeting for this item; it is for discussion purposes only.

This CPR is a mixed-use development that consists of a community-based residential facility with retail/office space. The following are the specifics about the proposed project:

### Community Based Residential Living Facility (2 buildings)

- 28 beds in each building
- 24,760 square feet for each building
- 1 ½ story
- 30-40 staff on 3 shifts
- Setbacks along Portage Street would be approximately 10-12 feet. The minimum that is required is five feet.

### Amenities

- Assisted and memory care
- Chef cuisine with buffet style dining
- Fitness center
- Library
- Boutique
- Movie theater
- Outdoor patio between both buildings

### Retail / Office (2 buildings)

- Approximately 6,000 square feet for each building
- 1 ½ story
- Exterior design to compliment CBRF buildings
- Setbacks along Centerpoint Drive would be five feet.

### Overall Site

- Approximate 100 parking spaces

A similar CBRF has been constructed in Oshkosh using the same model as the one proposed on this site, less the retail/office space. The Oshkosh CBRF was nearly completely filled with occupancy commitments prior to construction completion. The pictures below were taken from the Oshkosh CBRF. The proposed CBRF for this site would mimic closely the interior and exterior features of the Oshkosh CBRF. See the attached documents regarding the Oshkosh CBRF for more information.

If the overall consensus of this project is accepted, the next step in moving forward is for the developer to initiate a market study to identify the need for the facilities based on demographic and socio-economic data. If the market study is favorable, the project would then need to receive a conditional use permit to move forward. In addition, the design would need to receive approval from the Historic Preservation / Design Review Commission.

## **Building Images**

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**Front Building Façade & Landscape**



**Entryway / Lounge**



**Buffet / Dining Room**



**Lounge**



**Theater**



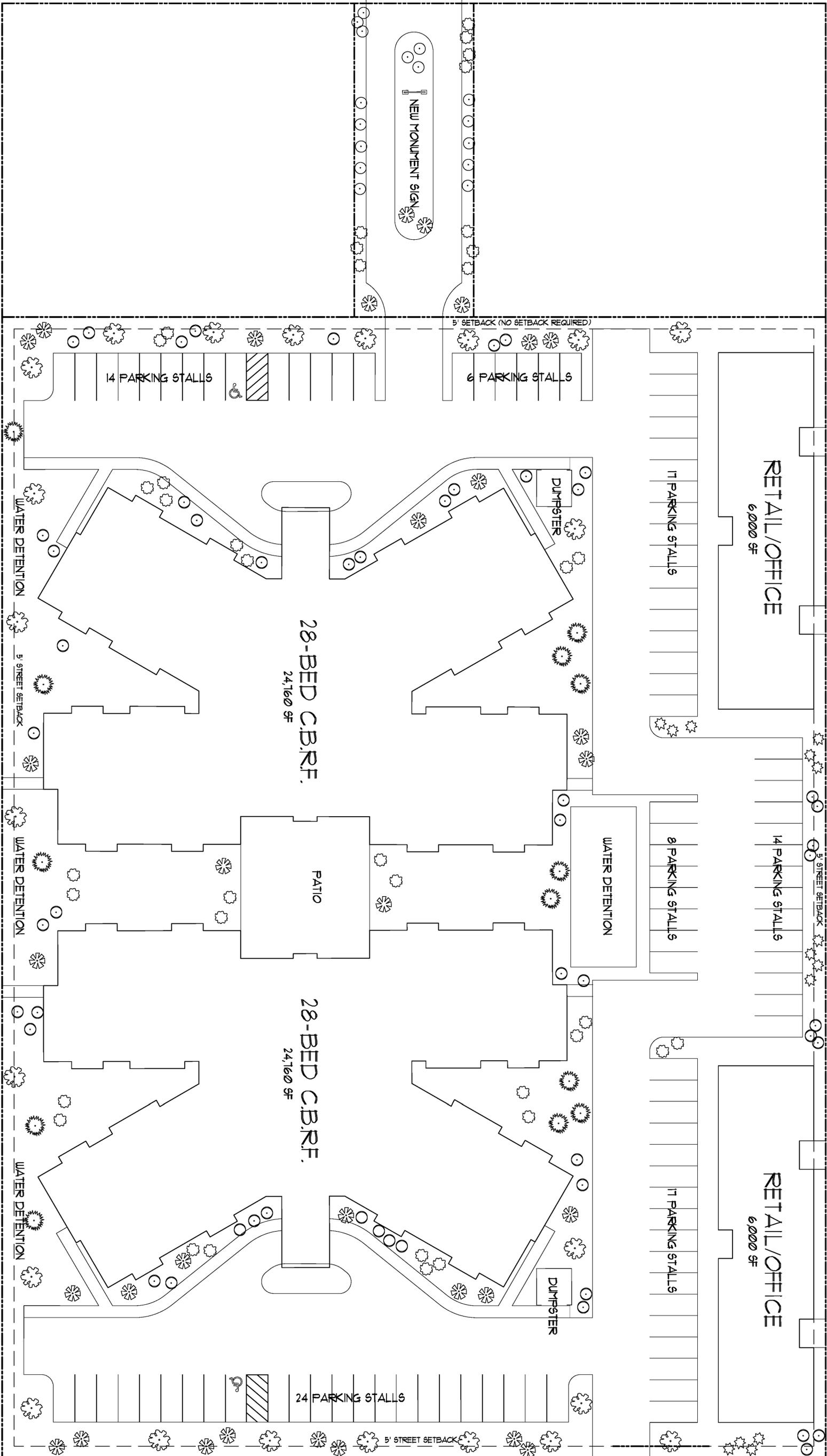
**Lounge**



**Entryway**

UNION STREET

CENTERPOINT DRIVE



THIRD STREET

PORTAGE STREET

14 PARKING STALLS

6 PARKING STALLS

17 PARKING STALLS

RETAIL/OFFICE  
6,000 SF

28-BED C.B.R.F.  
24,160 SF

PATIO

WATER DETENTION

8 PARKING STALLS

14 PARKING STALLS

WATER DETENTION

WATER DETENTION

WATER DETENTION

DUMPSTER

28-BED C.B.R.F.  
24,160 SF

24 PARKING STALLS

17 PARKING STALLS

RETAIL/OFFICE  
6,000 SF

NEW MONUMENT SIGN

5' SETBACK (NO SETBACK REQUIRED)

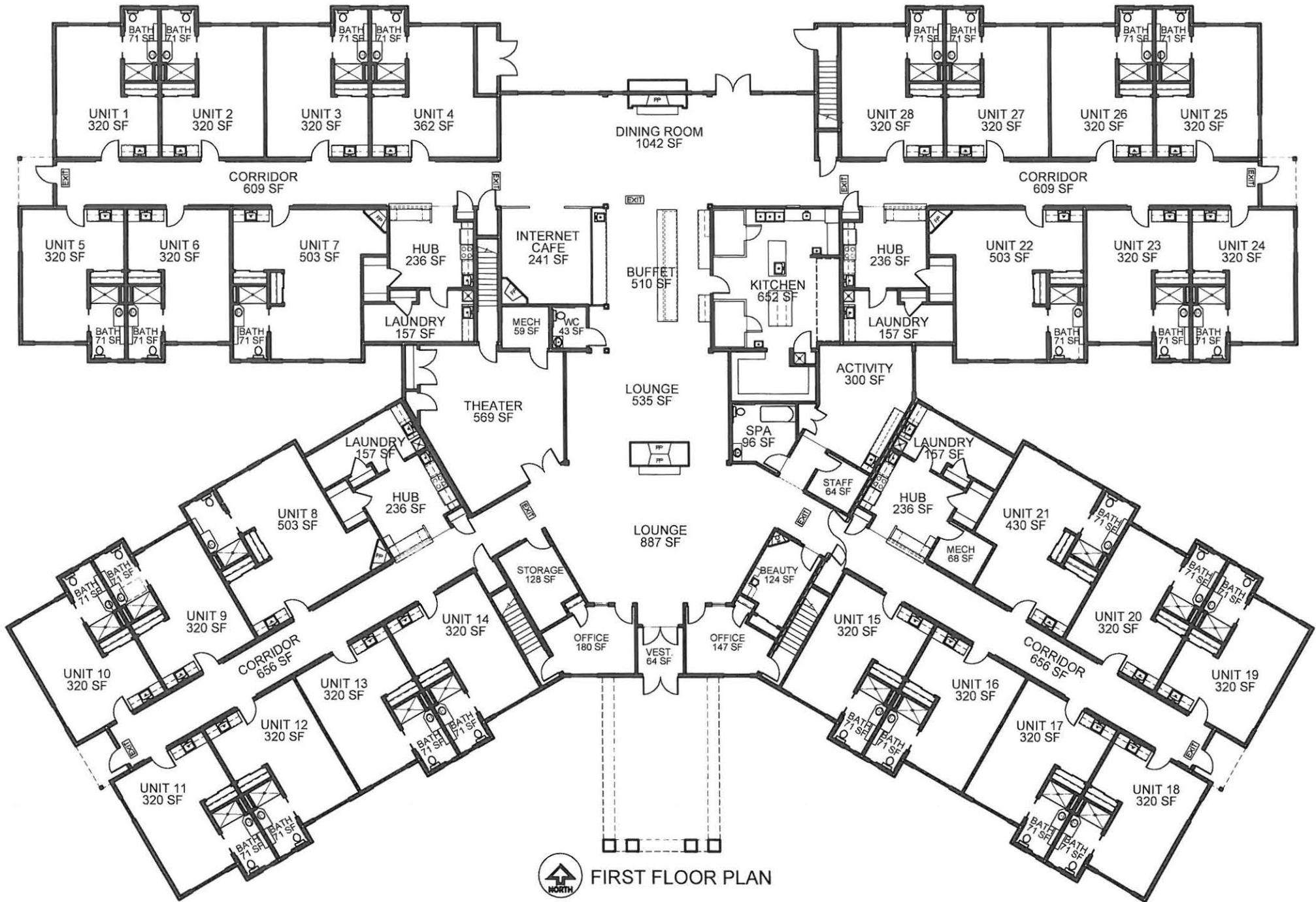
5' STREET SETBACK

5' STREET SETBACK

5' STREET SETBACK







 FIRST FLOOR PLAN



# Memo

**Michael Ostrowski, Director**

Community Development

City of Stevens Point

1515 Strongs Avenue

Stevens Point, WI 54481

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

mostrowski@stevenspoint.com

## City of Stevens Point – Department of Community Development

To: Plan Commission  
From: Kyle Kearns  
CC:  
Date: 5/7/2012  
Re: Historic Preservation / Design Review Amendments

Currently, there are nine members on the Historic Preservation/Design Review Commission (HP/DRC). Four members will expire at the end of April 2012, leaving four vacancies. In the past, it has been difficult to reach a quorum due to the fact that five commissioners are needed.

Joe Derose, Survey and Registration Historian with the Wisconsin Historical Society, was contacted to gain insight on an adequate amount of historic preservation commission members. His response was that nine members was too large, furthermore, stating that most communities have five or seven members.

Staff recommends changing the Historic Preservation/Design Review Commission from nine members to five members, with two alternates. A smaller number would allow for more consistent meetings. Individuals appointed to the position would still include a historian, architect, and alderperson, if possible.

Please see the amended Historic Preservation / Design Review Ordinance (Chapter 22.03 (1)) and the Design Guidelines, reducing the Historic Preservation / Design Review Commission members from nine to five, with two alternates below.

Also, we have amended the guidelines to reflect having a meeting at least once a month, as opposed to a specific date and time. This will provide more flexibility in scheduling meetings.

### **22.03 HISTORIC PRESERVATION/DESIGN REVIEW COMMISSION.**

(1) Composition. A historic preservation/design review commission is hereby created, consisting of ~~nine (9)~~ five members and two alternates. Each member should have, to the extent practicable, a known interest in landmarks preservation, architectural and urban design. If possible, the commission should include an architect, landscape architect, architectural historian, an archeologist, and an historian. The mayor shall appoint the commissioners subject to confirmation by the common council. ~~Of the initial members so appointed, three shall serve a term of one year, three shall serve a term of two years, and three shall serve a term of three years. Thereafter, the term of each member shall be three years.~~

Members shall serve a term of three years with the alderperson serving the length of the aldermanic term. Vacancies shall be filled for the unexpired term in the same manner as appointment.

A Guidebook on Historic Preservation and Design Review  
**Appendix D**  
**Historic Preservation / Design Review Commission Rules**

- A. Unless the Chair is appointed by the Mayor, the Chair shall be elected by the Commission. The Chair, or its designee, shall preside at all meetings.
- B. Action shall be by majority vote of the body of the whole.
- C. A quorum shall be ~~5~~three members or more.
- D. The Chair and members present shall vote unless disqualified by conflict of interest. Sec. 22.04(4).
- E. Regular meetings shall be held at ~~4:15 p.m. the first Tuesday of each~~least once a month, if requests warrant a meeting. Special meetings shall be at the call of the chair or request of 3 members. Executive sessions may be held in accordance with state law.
  - 1. Meeting shall be open to the press and the public except Executive Sessions. Action taken at closed Executive Sessions shall be made public on request.
  - 2. The Designated Agent, in consultation with the Chair, shall prepare an agenda for all meetings. Adequate notice of all meetings shall be provided to the press. The notice shall include the agenda and a statement if the meeting is closed to the press and public.