

REPORT OF CITY PLAN COMMISSION

Monday, October 1, 2012 – 6:00 PM

Lincoln Center – 1519 Water Street

PRESENT: Mayor Andrew Halverson, Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Anna Haines, Commissioner Sarah O'Donnell, Commissioner Garry Curless, and Commissioner David Cooper.

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Alderperson Andrew Beveridge, Alderperson Joanne Suomi, Alderperson Michael O'Meara, Alderperson Mary Stroik, Alderperson Jeremy Slowinski, Alderperson Roger Trzebiatowski, Alderperson Randy Stroik, Alderperson Mike Phillips, City Clerk John Moe, Public Works Director Scott Schatschneider, City Attorney Louis Molepske, Jacob Mathias, Brian Kowalski, Matthew Brown, John Holdridge, Dave Wilz, Bill Scholfield, Bob Enright, Jody Hurrish, Mel Bembenek, Corey Ladick, Jim Pollock, Michael Bronk, JD Manville, Carrie Freeberg, Sally Overholt, Barbara Gifford, Kent Hall and Kate Anderson

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1. Report of the September 4, 2012 Plan Commission meeting.
2. Request from JD Manville, representing the owner/applicant, for a conditional use permit to increase the occupancy at **927-933 Main Street (Parcel ID 2408-32-2018-03)** from 8 to 12 with four off-site parking permits.
3. Request from Myron Soik and Sons Inc., Blue Top Farms Inc., The Mocadlo Family, and James and Delores Zakrzewski for the purpose of annexing multiple unaddressed properties located in the towns of Hull, Stockton, and Plover to the City of Stevens Point. **Such land, consisting of approximately 762 acres, is to be known as East Park Commerce Center, and is located north of County Road HH, east of Brilowski Road/County Road R, south of Canadian National Railroad right-of-way, and west of Burbank Road (County Parcel ID's: 30230801-13, 34230906:08.01, 34230906:07, 34230906:09.01, 34230906:10, 34230906:24, 34230906:09.03, 34230906.23, 34230906.25, 34230906:26.01, 020230801-03.02, 30230801-14, 30230801-09, 30230801-15, 30230801-12, 020230801-01.04, 020230801-01.02, 020230801-04.02, 020230801-04.01, 034230906:08.04, 34230906:09.02, 020230801-05.02, 020230801-02.06, 020230801-02.02, 020230801-03.01, and 30230801-16.01).** Such annexation includes the northern half of the adjacent right-of-way of County Road HH.
4. Establishing a permanent zoning classification for the properties indicated in the previous agenda item (East Park Commerce Center).
5. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to allow for a lesser setback for schools, churches, community or senior centers, and hospitals, through the conditional use process, within the R-3 Single Family and Two Family Residence District (Section 23.02(1)(e)).
6. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to reduce the minimum number of required parking spaces for medical and dental clinics for from 1 space per 200 sq. ft. for buildings under 10,000 sq. ft. and from 1 space per 300 sq. ft. for buildings exceeding 10,000 sq. ft., to 1 space per 300 sq. ft. for all buildings (Section 23.01(14)(d)(4)).
7. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to delete and recreate Section 23.02(4)(b) relating to standards and requirements for Planned Development Districts.

8. Review and recommendation on executing the Amended & Restated Reciprocal Easements, Parking and Operating Agreement and Declaration of Restrictions governing the former CenterPoint MarketPlace site.
  9. Review and recommendation on transferring a portion of the property located at 1201 Third Court (soon to be 1201 Third Street), along with adjacent parking area(s), from the Community Development Authority of the City of Stevens Point to Mid-State Technical College.
  10. Review and recommendation on transferring and/or selling and/or assigning the rights to the property located at 1101 Centerpoint Drive (Parcel ID 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66) from the Community Development Authority of the City of Stevens Point to Sara Investments Real Estate.
  11. Adjourn.
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1. Report of the September 4, 2012 Plan Commission meeting.

**Motion by Alderperson Moore to approve the report of the September 4, 2012 meeting as presented; seconded by Commissioner Curless. Motion carried 7-0.**

2. Request from JD Manville, representing the owner/applicant, for a conditional use permit to increase the occupancy at **927-933 Main Street (Parcel ID 2408-32-2018-03)** from 8 to 12 with four off-site parking permits.

Director Ostrowski stated Mr. Manville is requesting a conditional use permit for the purposes of increasing the occupancy of second floor apartments at 927-933 Main Street. Six units currently exist, varying in bedrooms. The property is licensed for only eight occupants, but may have the potential to house 12 occupants. Therefore, the applicant is requesting to increase the occupancy by four to reach the maximum potential and density of the apartments. Additionally, Mr. Manville is proposing to lease four off-site parking stalls from the City located north of the intersection of Crosby Street and Centerpoint Drive in the Crosby Lot. The owner owns adjacent parcels to the south of the property in question, which can accommodate 14 vehicles. Mr. Manville has stated that parking on that property is used by both residents within the apartments and employees at the businesses that exist on the first floor, hence the reason for the offsite parking request. Staff would recommend approval to increase the occupancy subject to the following conditions:

- Applicant must secure the appropriate onsite parking spaces.
- 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 issuance of an occupancy license.
- Accurate floor plan of the second story shall be submitted by an architect and or engineer to be reviewed by City staff prior to issuance of occupancy license.
- All building codes shall be met prior to issuance of an occupancy license.
- Any interior or exterior work for the apartments 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.

Staff would also recommend the denial of the off-site parking request due to the fact that parking in the rear of the building can fulfill the parking requirements with two additional stalls remaining.

Commissioner O'Donnell asked for clarification since the application asked for 13 occupants, to which Director Ostrowski stated that had changed to 12 occupants since one of the rooms could not be considered a bedroom because it did not have an exit.

**Motion by Commissioner Curless to approve the conditional use permit to increase the occupancy at 927-933 Main Street from eight to 12, but deny the off-site parking request with the following conditions:**

- **Applicant must secure the appropriate onsite parking spaces.**
- **Should 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 issuance of an occupancy license.**
- **Accurate floor plan of the second story shall be submitted by an architect and or engineer to be reviewed by City staff prior to issuance of occupancy license.**
- **All building codes shall be met prior to issuance of an occupancy license.**
- **Any interior or exterior work for the apartments 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 Cooper.**

Commissioner Haines asked for clarification regarding who was the owner or the parking lot and who currently uses the parking lot. Director Ostrowski stated the lot is under the same ownership and that current tenants, and some of the owners of the businesses and customers use the lot. Commissioner Haines then asked how many parking spaces would be needed, to which Director Ostrowski stated they would need 12 parking spaces and will take up all but three spaces in that lot. Director Ostrowski continued by stating that downtown businesses do not need to provide onsite parking, however they do need to provide onsite parking for residential uses when available.

**Motion carried 6-0, with Alderperson Moore recusing.**

3. Request from Myron Soik and Sons Inc., Blue Top Farms Inc., The Moadlo Family, and James and Delores Zakrzewski for the purpose of annexing multiple unaddressed properties located in the towns of Hull, Stockton, and Plover to the City of Stevens Point. **Such land, consisting of approximately 762 acres, is to be known as East Park Commerce Center, and is located north of County Road HH, east of Brilowski Road/County Road R, south of Canadian National Railroad right-of-way, and west of Burbank Road (County Parcel ID's: 30230801-13, 34230906:08.01, 34230906:07, 34230906:09.01, 34230906:10, 34230906:24, 34230906:09.03, 34230906.23, 34230906.25, 34230906:26.01, 020230801-03.02, 30230801-14, 30230801-09, 30230801-15,**

**30230801-12, 020230801-01.04, 020230801-01.02, 020230801-04.02, 020230801-04.01, 034230906:08.04, 34230906:09.02, 020230801-05.02, 020230801-02.06, 020230801-02.02, 020230801-03.01, and 30230801-16.01). Such annexation includes the northern half of the adjacent right-of-way of County Road HH.**

Director Ostrowski stated this was previously discussed at a special Plan Commission meeting, and this is part of the certified sites program. Furthermore, he stated that the annexation encompasses 775 acres, with 762 acres worth of property, and the other acreage consists of railroad right-of-way as well as the right-of-way for County Road HH. He continued to state that this area was identified in our comprehensive plan as a future growth area for a business park. Director Ostrowski stated this is one of the steps required for the certified sites program by the end of October and staff would recommend approval of the annexation with the zoning to be discussed in the next agenda item.

Alderman Moore clarified the petition of annexation by reading directly from the "Petition for Direct Annexation by Unanimous Approval," stating that all the landowners had signed and petitioned the city for annexation, to which Mayor Halverson stated correct.

Kent Hall, 200 Pine Bluff Road, questioned the study to be done on the Mocado woods and if it would include a bird study. Furthermore, Mr. Hall stated that most of the species of birds that would breed in that area are currently wintering in Central and South America. He asked how could an environmental impact study be done on those breeding species. He stated his concern with the mapping of the habitat and asked about the species that occur there as well as the Lupine flower in prairie areas that support the Karner Blue Butterfly. Mr. Hall declared that there is no way to map for that species until the Lupine is out in the spring. He does not feel that the environmental impact study has given us enough information on the impacts to the area, and if these species are found in the spring will that impact the annexation of this land?

Mike Bronk, Chairman of the Town of Stockton, stated that he is not against the proposed annexation, but has concern since the Town of Stockton was not notified prior to it being in the newspaper. He also stated that the town does have concerns such as whether Burbank Road is going to be shared, is the city capable of providing fire protection in that area, and who would be responsible for the fire protection of the 700 plus acres.

John Holdridge, Chairman of the Town of Hull, stated that he questioned the safety issues and impact on the infrastructure of the surrounding area. Furthermore, he stated that it may not be able to support the development. Institutions such as schools need to be considered. Mr. Holdridge also stated that he is in favor of a master plan and is concerned with the zoning of M-2 as well as the types of businesses that are permitted in that zoning district.

Commissioner Haines stated that she is uncomfortable with continuing without a master plan for the development of this area due to its size. She asked that since the application process began,

was there time for the Plan Commission to start thinking about this area, to which Mayor Halverson stated he would point to the future land use plan that is articulated in the City's comprehensive plan, and the extensive review that happened back in 2005 and 2006. It was during that time that the Plan Commission had already planned what is occurring now. Commissioner Haines agreed in a broad sense but does not feel it was specific enough to understand how many workers can be accommodated, if the increase in traffic can be accommodated, and whether or not our housing stock can accommodate those workers. She encourages the Commission to think through the fiscal implications and the economic implications, because without doing so makes her feel uncomfortable.

Commissioner Curless asked if they annex into the city, would the taxes change, to which Mayor Halverson stated that the tax burden on all the properties will drop slightly when it comes into the city. The taxation would be specifically targeted towards the use of the property as opposed to the zoning.

Commissioner Patton asked if something wants to come in there, how much time would the Plan Commission and Council will have to act on the project, to which Mayor Halverson answered it will all depend on a project by project situation, but with any sale of acreage it will have to be approved by Common Council, as they are the option holder on all 762 acres. Mayor Halverson continued by stating that projects of a large scale will take a great deal of planning in terms of how utilities are going to be extended and where will the extension of roads will occur, which will happen on a project by project basis, as users have different needs. Mayor Halverson continued to state that any of those projects could take several months before options are approved by the Common Council depending on if it is an allowed use, the site plan meets the setbacks, and/or if a developers agreement needs to be in place.

Commissioner Haines asked about the property east of County Road R and north of County Road HH, to which Director Ostrowski stated it is a residential subdivision in the Town of Plover with five homes in it. A strip of land connects it to the southeast to keep in it the Town of Plover.

**Motion by Alderperson Moore to approve the annexation request as presented; seconded by Commissioner Patton.**

Commissioner Haines stated concern regarding the residential subdivision and how it will be dealt with when development occurs, to which Mayor Halverson stated it becomes left over from the rural expansion of very low density residential, moving to the east, where it was surrounded by agriculture, and it is going to have to remain. Commissioner Haines pointed out that those houses will have to be surrounded by light or heavy industrial use, or commercial use, which Mayor Halverson stated correct and continued stating that this annexation has zero population and no electors, so if there were more electors and we had a broader proportion, then we could force the annexation of that forty acres under the law, which would be much better planning, and better growth for the city, but we don't have a situation where that would work.

Commissioner O'Donnell asked when moving forward with development, is there a plan to have some sort of a master plan in place, to which Mayor Halverson stated that the City wants to give as much flexibility upfront as possible to developers. He continued that as we move forward, eventually you may see professional office space along HH, lighter industrial and more aggressive uses progress northward and heavier uses as you continue further to the north. Mayor Halverson stated the difficulty with a master plan as Portage County found out, when you have too tight of a master plan, and get too confined to what you do, then you lose all flexibility and will have to modify your plan or remove streets to accommodate for a business. He continued stating that the more flexibility we have up front, the greater the likelihood for us to build projects, and each project to the east will be planned so that naturally you extend from each development respectively, and there will a clear path for the infrastructure. Mayor Halverson stated that all buildings will be kept as far back from the rail corridor as possible to accommodate for the rail spur that could serve inter-modal users.

Director Ostrowski stated conceptually you can plan out the area, but to specifically lay out each lot is very difficult, especially with manufacturing. Manufacturing is very different, because you will get developers who will need 5-10 acres, then one that will want 80 acres. If you already have roads laid out, you may not be able to accommodate their needs.

Commissioner O'Donnell asked about the environmental concerns that were brought up, to which Mayor Halverson stated that we have to meet the requirements for certification.

Director Ostrowski added that in terms of the roads, they will come back to the Plan Commission if dedicated.

**Motion carried 6-1, with commissioner Haines voting in the negative.**

4. Establishing a permanent zoning classification for the properties indicated in the previous agenda item (East Park Commerce Center).

Director Ostrowski stated within the packet there has been a map provided with staff recommendation for specific zoning for the property. The northern area and center section is recommended to be M-2 Heavy Industrial. Since a rail spur is anticipated to come down and service the center area, we would like to keep this M-2. Property along County Road HH, Burbank Road, and east of the Town of Plover area would be M-1 Light Industrial. This would mimic the current zoning in the Portage County Business Park and be zoned so you get the lighter type of uses along County Road HH and Burbank Road.

Commissioner Haines pointed out that the current zoning code dates back to 1979 and does not include any of the high tech industry. Her understanding is that uses listed as permitted uses are allowed, and those as conditional uses can occur, but anything not listed is prohibited. She provided an example of a high technological business interested in 80 acres for the storage of servers and a solar array to power those servers and questioned where that would fit in the proposed zoning.

Director Ostrowski stated that type of development would fall under an office type setting. It is impossible for our code to state every single industry use out there, but it is the responsibility of the Zoning Administrator make determinations on non-specific uses, that are similar in nature. Director Ostrowski further stated that all uses within the B-1 through the B-5 district carry forward unless it is exclusively stated as prohibited. Commissioner Haines clarified that some sort of data center would be classified as an office use, but what about the solar array, to which Director Ostrowski stated that it would be an accessory use to the office use. Mayor Halverson also reinforced that it would be at the digression of the Zoning Administrator and the Community Development Director as to what use classification might come into play.

Commissioner Haines asked about the implementation of the zoning code re-write and how this will affect the zoning on the parcels. Director Ostrowski answered that when we re-write the zoning code, a lot of the industrial uses will become a Planned Development special use under the industrial use. Commissioner Haines asked how that would function, to which Director Ostrowski stated very similar to the permitted and conditional use with specific design standards..

Commissioner Curless asked if you can put office buildings in M-1, to which Director Ostrowski stated yes.

Commissioner Haines asked what is considered the vision for this area, to which Mayor Halverson stated inter-modal is a key given geographically for a community that can show this much acreage with the mainline Canadian National Railroad directly adjacent to it with very little grade change, as well as access to the interstate. He continued stating that our infrastructure and geological stability with almost no seismic risk and very little natural disaster concerns draw data center type uses that have very little environmental risks. Mayor Halverson added that green energy technologies as well as green industries would be good as well. Ideally, we would like to fill it with high intensity uses offering thousands of jobs with its ultimate build out in the next 20-30 year window. Mayor Halverson then stated he would be very nervous if one user would come in and take the entire property and hiring 3,000-4,000 workers, creating an unstable model for our economy. He would like to see multiple, several hundred thousand square foot users in different aspects of the economy.

Commissioner Curless asked if any of this land would be left for park land, to which Commissioner Haines stated that we could place that as a restriction or have some land zoned conservancy, but we haven't said that at this point. Director Ostrowski stated that the individual businesses are still going to have to meet stormwater requirements, green space, retention areas, and dedication of land requirements. He continued that most of the businesses in the Portage County Business Park have a high green space requirement, which can be troublesome since it is not a very dense development that takes up lots of land. He added that with this we would like to see more dense development, especially along the rail, promoting our comprehensive plan, however, towards HH and along Burbank, they would like to see lesser intense uses.

Commissioner Haines pointed out no public land right now is proposed to exist. Commissioner Curless asked if a developer came in and wanted to develop a 40 acre piece would they be able to develop all of the land, to which Director Ostrowski stated yes, with Commissioner Haines adding with the appropriate setbacks.

Kent Hall, 200 Pine Bluff Road, asked if there can be something done for the zoning to be more transparent, more taxpayer friendly, and offer more environmental protections. He stated that his concern is if an industry would come in, would it come back to the Plan Commission and Common Council for approval of a done deal, or will there be a chance to modify the arrangements.

Mayor Halverson stated no, if the use meets zoning code, then it is what is allowed in that area, but any sale of land will have to be approved by the Common Council.

John Holdridge, Town of Hull Chairman, stated that if a truck terminal or vehicle manufacturer comes in and is permitted, what is to prevent that operation from going there, and how will we know if it will have massive consequences for this community.

Mayor Halverson stated that the Common Council could decide not to sell the developer that land.

Bob Enright, 5753 Algoma Street, asked to what extent are you planning and it sounds like just a vote on an annexation change that would allow any intrusion of any business into this area. Community values need to be weighed and balanced stated Mr. Enright. He asked if the City is actually going after a particular industry with this annexation and zoning. Finally, Mr. Enright stated the commission is being reactive and the only control that the city has over this is to not sell the land.

Cathy Dugan, 615 Sommers Street, stated she is concerned for the water quality if a big manufacturer comes in, and stated that there needs to be other checks besides the Common Council. She feels there needs to be a way for the public to speak through the commission and feels that our comprehensive plan should not change the character of our community. The Plan Commission and the Common Council need to develop good paying jobs with the businesses that we have now.

Mayor Halverson stated that with economic development, there is a difference between farming verses hunting, and there needs to be a bit of both. He continued that farming is nurturing and culturing the current employers that within the City, but also leveraging your connection with current employers to find either distributors or other related businesses that our current employment base would like to see here. Mayor Halverson stated that specifically going out and finding land that those businesses would be able to build on, is what East Park Commerce Center is targeted for, not just raw hunting for any company that has no affiliation at all, but finding those resources and leads from the existing employers that we already have in our community, which would not only help their productivity, but would expand the job offerings that we have. He continued stating that as we plan for jobs, if we have a 100,000 square foot user, the only building vacant that could be retro fitted would be the Joerns facility. Land available specifically to build these types of employers on is important, we can't choose to only infill when you don't have enough land to retro fit, unless you are going to demolish existing buildings. Mayor Halverson added that at some point we have to understand that new land and our ability to harness construction projects that need to go on larger acre tracks, is something that the city has very little ability to do. Mayor Halverson stated that the intersection of County Road HH and County Road R was drastically improved with the cost split three ways, and we are doing the exact same thing with the intersection of County Road HH and Hoover Avenue. The capacity of Business Park Drive and County Road HH was just expanded to handle increased traffic, so now there are intersections and an interchange that were planned and sized for all of the traffic flow that would be able to be

harnessed in this entire business park. He continued that those improvements have already been made, and we will by the authority of the annexation be acquiring the northern half of County Road HH, which will help us be able to participate now with TIF eligible expenditures to work with the county for expanding those pieces of infrastructure. The Mayor finished by stating that the site is ready for industrial development that would mean jobs that are \$16-18 per hour or more.

**Motion by Commissioner Haines to approve the zoning M-1 and M-2 as described but make all manufacturing and industrial uses conditional uses.**

Mayor Halverson stated that motion is out of order because the motion would specifically change the zoning code, and that is not on the agenda. Commissioner Haines withdrew her motion.

Commissioner Cooper asked what WEDC is requiring for zoning, to which Director Ostrowski stated that they wanted a manufacturing style of zoning, and the uses in there are not specific to the WEDC, but they wanted a manufacturing type zoning for the marketing of the site and all requirements for the WEDC are to be turned in by October 31, 2012.

Commissioner Curless asked if the commission could put a maximum acreage on the site, so that one company could not purchase the entire site, to which Director Ostrowski stated you could add a performance enhancer in the zoning code that any development over a certain number of acres would need Plan Commission review, but that can't be done tonight, because that amendment is not noticed. It could be done next month if so chosen.

Commissioner Haines asked how this could be brought back to be discussed, to which Director Ostrowski stated we could prepare modifications to the zoning code to be brought back next month to be discussed.

**Motion by Commissioner Patton to approve parcels known as Portage County Parcel ID's: 034230906:07, 034230906:10, 034230906.23, 034230906.25, 034230906:26.01, 030230801-14, 030230801-13, 030230801-09, 030230801-15, 030230801-12, and 030230801-16.01 shall be classified as M-1 "Light Industrial."**

**Parcels known as Portage County Parcel ID's: 034230906:08.01, 034230906:09.01, 034230906:24, 034230906:09.03, 020230801-03.02, 020230801-01.04, 020230801-01.02, 020230801-04.02, 020230801-04.01, 034230906:08.04, 034230906:09.02, 020230801-05.02, 020230801-02.06, 020230801-02.02, and 020230801-03.01 shall be classified as M-2 "Heavy Industrial."**

**Seconded by Alderperson Moore. Motion carried 5-2, with Commissioner Haines and Commissioner Curless voting in the negative.**

5. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to allow for a lesser setback for schools, churches, community or senior centers, and hospitals, through the conditional use process, within the R-3 Single Family and Two Family Residence District (Section 23.02(1)(e)).

Director Ostrowski stated the current Zoning Ordinance allows for a lesser setback for schools, churches, and senior and community centers. These types of institutions are more community based and serve particular purposes. The reduced setbacks need to be reviewed by the Plan Commission and approved by the Common Council. With that said, hospitals are another institution

that falls into a community-wide category where reduced setbacks may be warranted, based off of certain situations. Director Ostrowski recommended modifying the current ordinance to allow hospitals in this category, as well as reducing the minimum setback requirement to zero feet, with approval through the conditional use process. This would only be allowed in R-3 or higher districts.

**Motion by Alderperson Moore to approve the amendment to Chapter 23 (Zoning Code) of the Revised Municipal Code to allow for a lesser setback for schools, churches, community or senior centers, and hospitals, through the conditional use process, within the R-3 Single Family and Two Family Residence District (Section 23.02(1)(e)); seconded by Commissioner Curless.**

Commissioner Haines asked what that would mean and what would be the purpose of that, to which Director Ostrowski stated these types of uses could have a reduced setback through the conditional use process. For example, this is seen with churches on a corner that may be built up to the street property line.

Commissioner O'Donnell clarified that this already exists, and that we are just adding hospitals to that, to which Director Ostrowski stated essentially yes, but also modifying the current setback requirements through the conditional use process.

Alderperson Mike Phillips asked how that would affect McKinley School who is interested in putting in a parking lot, to which Director Ostrowski stated this is separate requirement for buildings, as parking lots have different setback requirements.

**Motion carried 7-0.**

6. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to reduce the minimum number of required parking spaces for medical and dental clinics for from 1 space per 200 sq. ft. for buildings under 10,000 sq. ft. and from 1 space per 300 sq. ft. for buildings exceeding 10,000 sq. ft., to 1 space per 300 sq. ft. for all buildings (Section 23.01(14)(d)(4)).

**Motion by Commissioner Patton to approve amendment to Chapter 23 (Zoning Code) of the Revised Municipal Code to reduce of the minimum number of required parking spaced for medical and dental clinics from 1 space per 200 sq. ft. for buildings under 10,000 sq. ft. and from 1 space per 300 sq. ft. for buildings exceeding 10,000 sq. ft., to 1 space per 300 sq. ft. for all buildings (Section 23.01(14)(d)(4)); seconded by Alderperson Moore.**

Commissioner Curless provided an example of a dental office which would need more than 10 spaces due to the employees and the patients being seen for each employee, to which Director Ostrowski stated this is the minimum space requirement and most clinics will build to what they need. In addition, other office type uses are at 1 space per 300 sq. ft.

**Motion carried 7-0.**

7. Amending Chapter 23 (Zoning Code) of the Revised Municipal Code to delete and recreate Section 23.02(4)(b) relating to standards and requirements for Planned Development Districts.

Director Ostrowski stated that there are four Planned Development Districts (PD's) within the City, all of which have been used to create residential developments. It is not the City's intention to

primarily use PD's as a means for only residential development; however, the standards and requirements for PD's within our code do not favor commercial development. The most limiting factor within the current PD is that a minimum of 5 acres is required. This requirement prevents dense inner City property from utilizing the PD, and in some cases has prevented the revitalization of commercial areas. Additionally, large setbacks are required around the boundaries of the PDs, which again limit dense, main-street like development from occurring along commercial corridors and in downtown. Director Ostrowski proposed to amend the Planned Development ordinance and provided a procedural example which included the rezoning of property to the Planned Development District and the submission of a conceptual plan with setbacks and building types that would need to be reviewed by the Plan Commission.

Commissioner O'Donnell asked who would initiate this and if there would be a minimum or maximum on the sizes, to which Director Ostrowski stated it would be the petitioner, landowner and no there is no size requirements.

Commissioner Haines clarified that this would be residential and business districts, to which Director Ostrowski stated correct.

**Motion by Commissioner Cooper to approve amending of Chapter 23 (Zoning Code) of the Revised Municipal Code relating to standards and requirements for Planned Development Districts as presented; seconded by Commissioner Patton. Motion carried 7-0.**

8. Review and recommendation on executing the Amended & Restated Reciprocal Easements, Parking and Operating Agreement and Declaration of Restrictions governing the former CenterPoint MarketPlace site.

Mayor Halverson stated that these are before the commission due to a statutory requirement that they are reviewed and a recommendation is given to the CDA for their action.

Director Ostrowski stated that these are the restrictions that govern the former CenterPoint MarketPlace and the types of uses on the site.

**Motion by Commissioner Patton to approve the execution of the Amended & Restated Reciprocal Easements, Parking and Operating Agreement and Declaration of Restrictions governing the former CenterPoint Market Place site; seconded by Alderperson Moore. Motion carried 7-0.**

9. Review and recommendation on transferring a portion of the property located at 1201 Third Court (soon to be 1201 Third Street), along with adjacent parking area(s), from the Community Development Authority of the City of Stevens Point to Mid-State Technical College.

Director Ostrowski stated this is again a statutory requirement that any transfer of land from the CDA to another party will require the Plan Commission to provide a recommendation. He continued stating this is part of the Mid-State Redevelopment project, and the CSM is provided in the packets and he explained that everything west of the re-established Third Street would be transferred to Mid-State Technical College.

**Motion by Commissioner Patton to approve the transferring of a portion of the property located at 1201 Third Court (soon to be 1201 Third Street), along with adjacent parking area(s), from the**

**Community Development Authority of the City of Stevens Point to Mid-State Technical College; seconded by Commissioner Curless. Motion carried 7-0.**

10. Review and recommendation on transferring and/or selling and/or assigning the rights to the property located at 1101 Centerpoint Drive (Parcel ID 2408-32-2029-61) and the adjacent property (portions of Parcel IDs 2408-32-2029-65 and 2408-32-2029-66) from the Community Development Authority of the City of Stevens Point to Sara Investments Real Estate.

Director Ostrowski stated this is also a statutory requirement to make the recommendation to the CDA. The CDA is looking to sell the former Dunham's building and the surrounding land area as identified in the CSM, which is about 1.8 acres to Sara Investments for redevelopment of that site.

**Motion by Commissioner Patton to approve the transferring and/or selling and/or assigning the rights to the property located at 1101 Centerpoint Drive and the adjacent property from the Community Development Authority of the City of Stevens Point to Sara Investments Real Estate; seconded by Commissioner Haines. Motion carried 7-0.**

11. Adjourn.

**Meeting Adjourned at 7:38pm**