

REPORT OF CITY PLAN COMMISSION

September 3, 2013 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Andrew Halverson, Alderperson Jerry Moore, Commissioner Tony Patton, Commissioner Anna Haines, Commissioner Garry Curlless, and Commissioner Dave Cooper.

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, City Attorney Andrew Beveridge, Comptroller/Treasurer Corey Ladick, Alderperson George Doxtator, Alderperson Mary Stroik, Alderperson Randy Stroik, Brandi Makuski, Chris Jones, Richard Bierman, Nate Enwald, Don Wiza, Lorelei Walczak, Adam Tippmann, James Ford, Bob Makuski, James Lundberg, Austin Konkol, and Debbie Konkol.

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3. Request from Richard Bierman, representing the property owner, for a modification from landscaping standards at **3700 Northpoint Drive (Parcel ID 2408-27-2001-05)**.
4. Approval of Concept Plan for East Park Commerce Center – Planned Industrial Development Zoning District.
5. Request from Service Cold Storage, LLC for a site plan review of the proposed cold storage warehouse at **5700 E.M. Cops Drive (portion of Parcel ID 2308-01-2100-01)**.
6. Request from the City of Stevens Point to add a 100 foot wide extension of E.M. Cops Drive on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection of Week Street and E.M. Cops Drive and extends east for approximately 1,926 feet.
7. Request from the City of Stevens Point to add a 50 foot wide extension of Third Street on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive.
8. Request from the City of Stevens Point to add a 60 foot wide extension of Strongs Avenue on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive.
9. Adjourn.

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1. Report of the August 5, 2013 Plan Commission meeting.

Motion by Alderperson Moore to approve the report of the August 5, 2013 meeting; seconded by Commissioner Cooper. Motion carried 6-0.

2. Request from Richard Bierman, representing the property owner, to rezone **3640 Northpoint Drive (Parcel ID: 2408-22-3300-02)** from "R-5" Multi-Family II to "B-4" Commercial.

Director Ostrowski stated this is the parcel north of the new Honda facility that is going to be placed at the corner of Northpoint and Stanley, and between the church and the dealership. He continued

stating it is an odd parcel in that it will likely not be developed as office or a multi-family use, therefore, staff recommends approval one of the zoning change request.

Motion by Commissioner Patton to approve the rezoning of 3640 Northpoint Drive (Parcel ID 2408-22-3300-02) from “R-5” Multi-Family II to “B-4” Commercial; seconded by Commissioner Curless.

Commissioner Patton asked if there were any thoughts on changing the curve in the road regarding this development.

Lorelei Walczak, 3628 Stanley Street, questioned whether repair to Northpoint Drive regarding the potholes and the narrowness of the road would occur. Mayor Halverson stated the applicant would not be responsible for this work, but the city would prioritize that repair project along with others throughout the City.

Aldersperson Moore commented the rezoning would cure the spot zoning in that area and appears to be an element that does not belong there now.

Mayor Halverson commented that it is a good thing to utilize this area, and address the concerns for lighting, minimizing lighting towards the interstate and away from the homes.

Motion carried 6-0.

3. Request from Richard Bierman, representing the property owner, for a modification from landscaping standards at **3700 Northpoint Drive (Parcel ID 2408-27-2001-05)**.

Director Ostrowski explained with the new dealership, they will be doing a good amount of landscaping surrounding the property and internal landscaping, however they are asking for a modification to the current requirements, which require continuous screening of the parking lot as well as street trees or parking lot trees. He continued stating, specifically in this request they are asking to deviate from tree counts as well as the continuous screening on the southeast corner, north and northwest part of the property. Director Ostrowski stated the parcel to the north is institutional in use and is zoned residential, therefore, code requirements would require that area to be fully screened, as well as on the western side of the property including the bend in the road abutting the street, and the portion on the southeast corner would have to be screened because it abuts a street. He stated in reviewing the request, staff does not have any concerns with the southeast portion of the lot as the viewable sales for the vehicles warrants limited screening, however, the northern part of the parcel as well as the western half especially by the bend around Northpoint Drive, should be screened. Lastly, the director described that tree specifications along the northern half and northwest side should be met as there are no vehicles that are proposed to be parked directly adjacent to the property. Regarding the internal landscaping, they are close to the 2% code requirement.

Mayor Halverson concurred with the directors comments.

Aldersperson Moore asked if this is the final plan submitted, to which Director Ostrowski stated this is the plan they have submitted, and our recommendations are on page 3 of 3 in the staff report.

Commissioner Haines clarified that it was not in the plan submitted to staff, but in the staff report, to which Director Ostrowski stated yes and that staff does not have any concerns with the deviation on the southeastern portion of the lot as well as the street/parking lot trees for the western and southern half of the lot.

Commissioner Curless asked who enforces this, to which Director Ostrowski stated the Community Development Department.

Motion by Commissioner Patton to approve the modification from landscaping standards at 3700 Northpoint Drive (Parcel ID 2408-27-2001-05) with the following conditions:

- **Tree specification requirements per City Ordinance shall be met along the northwestern and northern property boundaries.**
- **Continuous landscape screening per City Ordinance shall be required on the northwest and northern property boundaries as well as, along the curve of Northpoint Drive.**

seconded by Aldersperson Moore. Motion carried 6-0.

4. Approval of Concept Plan for East Park Commerce Center – Planned Industrial Development Zoning District.

Director Ostrowski explained since this is a Planned Industrial Development District a concept plan needs to be created to make sure developments that come in are consistent with the overall plan for the area. He continued stating this plan shows the backbone roads within the 760 acre area and includes a rail spur for additional lots to be created on the northern and northeastern part of the property. Furthermore, it identifies the overpass for Burbank Road. Director Ostrowski continued stating that as development occurs at the western half of this park, we want to make sure to preserve areas where we can continue to move east and not jeopardize the rail spur or road network.

Commissioner Haines asked if the yellow lines designated the rail, to which Director Ostrowski stated yes, it may go south as it gets away from the main lines and service a number of other sites. Mayor Halverson added potentially there may be some deviation of some of the roads as development occurs, but generally speaking this would be the overall layout of those main arterial collectors to feed the traffic out to Burbank Road and to Highway HH. Director Ostrowski added that throughout this process you will see as with the next agenda item the developers will bring in a site plan and we would review it based off of this concept we have adopted.

Commissioner Patton stated we will not be building the roads right away, so we will not be trapped, to which Director Ostrowski stated correct. Mayor Halverson added we are trying to be as flexible as possible with this kind of acreage and only building out the infrastructure on a project by project basis.

Motion by Commissioner Cooper to approve the Concept Plan for East Park Commerce Center – Planned Industrial Development Zoning District; seconded by Commissioner Curless. Motion carried 6-0.

5. Request from Service Cold Storage, LLC for a site plan review of the proposed cold storage warehouse at **5700 E.M. Cops Drive (portion of Parcel ID 2308-01-2100-01)**.

Director Ostrowski explained this is the 27 acre parcel that we have come familiar with over the past few meetings, located in the East Park Commerce Center. Service Cold Storage is proposing to construct a freezer warehouse for the first phase as well as a potential future freezer warehouse as an addition. He added there is a significant setback from the future E.M. Cops drive of about 250 feet to provide for stormwater detention areas. Staff feels that the site plan is consistent with the concept plan that was recently adopted, but would like to see, in the truck and trailer storage area at the most southern area, decorative fence screening or a berm of at least 6 feet with landscaping. Some additional landscaping in the front by the storm water detention area and on the western side of the lot is also recommended.

Commissioner Haines clarified the parcel is the blue outlined area in the map provided in the staff report, to which Director Ostrowski confirmed. Director Ostrowski said if you take E.M. Cops and extend it east it would be the northern part of the parcel. Mayor Halverson added the remaining 7 acres to the south of E.M. Cops Drive extended will be retained by the city to hopefully be available for more industrial developments.

Commissioner Patton asked if it would be better for them to leave a row of trees than trying to build a fence, to which Director Ostrowski explained we are looking for screening to the south and west.

Commissioner Haines asked about the long piece of land along the extended E.M. Cops Drive, to which Mayor Halverson stated it is owned by the City of Stevens Point and it can accommodate a 6,000-10,000 square foot building with 35-40 parking spaces on each of the three and half acre parcels.

Director Ostrowski commented it is nice that they have positioned the building to have the decorative office space face the entrance of the park, which is visible from the renderings provided.

Commissioner Haines asked if they would build on the entire forested parcel, to which Director Ostrowski stated yes. Mayor Halverson added roughly the first section will be built immediately, allowing for future expansion to the east. Director Ostrowski explained if you look at the second page of the 11 x 17 maps provided you will see were the current forest is compared to the building.

Commissioner Patton asked if there was a choice to leaving the trees, or putting up a fence, to which Mayor Halverson stated the trees are already gone. Commissioner Patton clarified so we are assuming the trees are gone, and so we would have them put up a fence, to which Director Ostrowski stated a decorative fence or a 6 foot berm with landscaping. Mayor Halverson added if we accept the staff recommendations, the flexibility and balance that we have to keep in mind is what really is a true industrial park and the level of landscaping we want to require verses being more flexible and getting away from some of those requirements which has been an inhibitor to growth within the Portage County Business Park. He continued stating balance has to occur of the industrial character of that park with some aesthetics as we move forward.

Commissioner Haines asked for clarification on what staff has recommended. Director Ostrowski clarified that a 6 foot berm is recommended to be installed south of the truck and trailer storage area found directly south of the building. Furthermore, street trees and additional landscaping is recommended as well, in front of the detention basins. Commissioner Haines asked what was meant by decorative fencing, to which Director Ostrowski explained a decorative wooden fence or metal fence, not a chain link fence. Commissioner Haines asked if a berm with landscaping on it could be installed, to which Director Ostrowski stated yes. Mayor Halverson added in looking at the plan, reasonable screening is provided which would be quite full at maturity height and would be adequate, however, if we want to be more aggressive we can add staff recommendations. Commissioner Haines asked if we would ask them to keep a line of trees, to which Mayor Halverson restated the trees are already gone. Director Ostrowski added if we left the trees on the east side of the lot, they would have to remove them when they expand anyway.

Motion by Commissioner Haines to approve the site plan review of the proposed cold storage warehouse at 5700 E.M. Copps Drive (portion of Parcel ID 2308-01-2100-01) with the following conditions:

- **Landscaping screening shall be installed to screen additional new parking within 6 months of the completion of any addition or expansion.**
- **The southern trailer parking area shall be screened with a berm (minimum of 6 feet) with landscaping.**
- **Additional landscape screening, to be approved by staff, shall be installed along the southern and western property lines, as well as along the sides of the parking areas.**
- **Street trees shall be installed along the street at a rate of 1 per every 75 lineal feet.**
- **Landscaping shall be irrigated and maintained in perpetuity.**
- **Stormwater detention areas shall be maintained.**

seconded by Commissioner Curless. Motion carried 6-0.

6. Request from the City of Stevens Point to add a 100 foot wide extension of E.M. Copps Drive on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection of Week Street and E.M. Copps Drive and extends east for approximately 1,926 feet.

Motion by Alderperson Moore to approve the request from the City of Stevens Point to add a 100 foot wide extension of E.M. Copps Drive on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection of Week Street and E.M. Copps Drive and extends east for approximately 1,926 feet. Seconded by Commissioner Cooper.

Commissioner Haines asked what was the purpose of the wide right-of-way, to which Mayor Halverson stated for semi-truck traffic and the overall nature of the amount of traffic that could be generated in that area. Commissioner Haines then asked how many lanes were planned, to which Mayor Halverson it would accommodate four lanes potentially, but the initial build out would be two lanes. Furthermore, easements for sidewalks, bike paths, and utilities can be accommodated.

Motion carried 6-0.

7. Request from the City of Stevens Point to add a 50 foot wide extension of Third Street on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive.

Mayor Halverson explained this is not a city street right now. Director Ostrowski added it is currently CDA property that needs to be recorded on the official street map.

Motion by Alderperson Moore to approve the request from the City of Stevens Point to add a 50 foot wide extension of Third Street on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive. Seconded by Commissioner Patton. Motion carried 6-0.

8. Request from the City of Stevens Point to add a 60 foot wide extension of Strongs Avenue on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive.

Mayor Halverson explained this request involves creating a city street that will run around Shopko. Commissioner Haines asked why the width was chosen, to which Director Ostrowski stated the space exists for the proposed width and it matches the existing width of Strongs Avenue. She then asked if there would be street parking, to which Mayor Halverson stated potentially.

Commissioner Curless asked if it would be a two-way street, to which Director Ostrowski stated yes.

Mayor Halverson stated this will be as close as we can come to the second reinstating of the north south ingress/egress of downtown which was disrupted by the mall's construction. He added this helps pedestrian movement and vehicular traffic north and south which is important.

Motion by Alderperson Moore to approve the request from the City of Stevens Point to add a 60 foot wide extension of Strongs Avenue on the Official Street Map of the City of Stevens Point. Such area starts approximately at the intersection with Main Street and continues north to its intersection with CenterPoint Drive. Seconded by Commissioner Curless. Motion Carried 6-0

9. Adjourn.

Meeting Adjourned 6:26 PM.