

REPORT OF CITY PLAN COMMISSION
July 6, 2015 – 6:00 PM
Lincoln Center – 1519 Water Street

PRESENT: Mayor Wiza, Alderperson Mary Kneebone, Commissioner Bob Brush, Commissioner Daniel Hoppe, Commissioner Garry Curless, and Commissioner Dave Cooper.

ABSENT: Commissioner Anna Haines.

ALSO PRESENT: Community Development Director Michael Ostrowski, Economic Development Specialist Kyle Kearns, Comptroller/Treasurer Corey Ladick, Alderperson Heidi Oberstadt, Alderperson Shawn Morrow, Alderperson Mike Phillips, Alderperson Denise Mrozek, Alderperson Garrett Ryan, Alderperson Mary McComb, Chris Fish, Brandi Makuski, Larry Lee, Barb Jacob, Nate Enwald, Dawn Gunderson, Bob Fisch, Cathy Dugan, Cherrie Marti, Sheldon Ferkey, Patty Dreier, Mike Chobanian, Brian Wolff, and Sari Lesk.

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1. Roll Call.
Discussion and possible action on the following:
 2. Report of the June 1, 2015 Plan Commission meeting.
 3. Request from Sheldon Ferkey for a conditional use permit for the purposes of operating associated car wash activities at 3324 Church Street (Parcel ID 2308-04-3012-03). *The public hearing for this item took place at the May 2015 Plan Commission meeting.*
 4. Request from Don Keck, representing the Stevens Point Area School District Life Skills Center, for a sign variance to construct a freestanding sign exceeding the quantity, size, and height requirements at 1201 Northpoint Drive (Parcel ID 2408-29-2100-21).
 5. Presentation and discussion on a conceptual project review for an expansion to Ministry Saint Michael's Hospital at 824 and 900 Illinois Avenue (**Parcel ID's 2408-33-2003-15 & 2408-28-3010-25**). *This item is for discussion purposes only; no formal action will be taken.*
 6. **Public Hearing** - Amending the Official Street Map of the City of Stevens Point by removing Prais Street (known as the Prais Street Pedestrian Mall) between Fremont Street and Illinois Avenue.
 7. Action on the above.
 8. Vacating Prais Street (known as the Prais Street Pedestrian Mall) between Fremont Street and Illinois Avenue.
 9. **Public Hearing** regarding the proposed amendment of project plan for Tax Incremental District No. 5 (See the Public Hearing Notice which was published on June 19, 2015 & June 26, 2015).
 10. **Public Hearing** regarding the proposed amendment of project plan for Tax Incremental District No. 7 (See the Public Hearing Notice which was published on June 19, 2015 & June 26, 2015).
 11. Consideration of "Resolution Approving a Project Plan Amendment for Tax Incremental District No. 5, City of Stevens Point, Wisconsin".
 12. Consideration of "Resolution Approving a Project Plan Amendment for Tax Incremental District No. 7, City of Stevens Point, Wisconsin".
 13. Adjourn.
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1. Roll Call.

Present: Wiza, Kneebone, Brush, Hoppe, Curless, Cooper.

Discussion and possible action on the following:

2. Report of the June 1, 2015 Plan Commission meeting.

Motion by Commissioner Cooper to approve the report of the June 1, 2015 Plan Commissioner meeting; seconded by Commissioner Brush. Motion carried 6-0.

3. Request from Sheldon Ferkey for a conditional use permit for the purposes of operating associated car wash activities at 3324 Church Street (Parcel ID 2308-04-3012-03). *The public hearing for this item took place at the May 2015 Plan Commission meeting.*

Director Ostrowski explained this property is currently zoned B-4. Carwashes and any accessory uses are a conditional use in the B-4 zoning district. At last month's Plan Commission meeting, staff recommended required landscaping to be addressed, vacation of the two driveways along Church Street, the southwest driveway being an exit only, stacking wash lanes be situated so not to impede one another, identify a snow storage plan, and outdoor storage of mechanical equipment or refuse containers shall be screened. Several ordinance requirements were addressed with the new site plan including vacation of the two driveways, perimeter screening along the north and west property lines, and on-site vehicle movement within stacking lanes and vacuum stalls. Staff would recommend approval with the conditions outlined in the staff report.

Sheldon Ferkey, 3340 Church Street, stated he has met with staff and feels that they were able to discuss and address all ordinance issues as well as working with his business for the best solution for both.

Cathy Dugan, 615 Sommers Street, encouraged the owner to go above and beyond any landscape requirements.

Motion by Commissioner Cooper to approve request from Sheldon Ferkey for a conditional use permit for the purposes of operating associated car wash activities at 3324 Church Street (Parcel ID 2308-04-3012-03) with the following conditions:

1. Southwest driveway shall be "exit only" and be signed and marked appropriately with the installation of curb or raised median.
2. If storage of refuse is proposed outside, all pertinent requirements including screening shall be met. Screening shall be of comparable materials of the primary building and approved by staff.
3. A formal landscaping plan shall identify species, sizing, and quantity of landscape elements. Landscape areas further than 100 feet away from a water source will be required to be sprinklered.
4. If the existing building is removed on the site to the north, perimeter landscape screening, meeting ordinance requirements, shall be installed within one year.

seconded by Alderperson Kneebone. Motion carried 6-0.

4. Request from Don Keck, representing the Stevens Point Area School District Life Skills Center, for a sign variance to construct a freestanding sign exceeding the quantity, size, and height requirements at 1201 Northpoint Drive (Parcel ID 2408-29-2100-21).

Director Ostrowski explained this property is zoned R-2 and signage is limited in this area. The request is for a freestanding sign on North Point Drive with a five foot setback, to be six feet tall and approximately 14.25 square feet in area. He pointed out this is the third free standing sign in this location. Director Ostrowski said staff does not have a concern with granting the variance, as it is a unique use within this district, but they would recommend the following changes/conditions:

1. The sign height shall not exceed 5 feet.
2. The sign size shall not exceed 20 square feet in area.
3. A landscape base at least 30 square feet in size shall be installed around the sign. Landscaping shall be approved by community development department staff.
4. The design and materials of the sign shall complement the design and materials on the Life Skills Center building.
5. The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements.
6. Applicable building permits shall be obtained.
7. Minor modifications may be approved by staff.

Commissioner Cooper asked if the sidewalk is set five feet back to which Director Ostrowski stated the sign would be approximately five to six feet off of the sidewalk. Commissioner Curless asked if the five foot height requirement is from ground level, to which Mr. Ostrowski stated yes. Commissioner Hoppe asked if the sign would be lit, to which Director Ostrowski stated no.

Chris Fish of Graphic House Sign Company explained the original sign was to be placed on the side of the building, but due to an air exchanger having to be in that location the freestanding sign was proposed. The height of 30 inches from the ground to the bottom of the sign is not desirable due to snow causing a visibility issue in the winter. He stated it would not be beneficial to lower the sign, unless they are able to put the sign on some sort of mound. Also, the brick and / or rock bases would increase the cost of the sign by approximately \$3,000.

Commissioner Brush asked if the sign was perpendicular or parallel to the sidewalk, to which Mr. Fish answered perpendicular and explained that the colors of the sign face and poles were picked to match the building.

Alderperson Kneebone suggested just using stone on the columns to which Mr. Fish stated that would involve a larger foundation and still a substantial cost increase.

Commissioner Curless suggested moving the wording closer together, but Mr. Fish stated the look of the sign would be crowded.

Commissioner Brush asked if there was any reasoning to the closeness to the sidewalk, and if the sign would be better placed closer towards the building. Mayor Wiza clarified that the sign would be 5-6 feet off of the sidewalk and quite a distance off of the street. Mr. Fish stated there is room to move the sign further away from the sidewalk, but does not recommend it and the other signs on the property are at that five feet setback.

Motion by Commissioner Curless to approve the request from Don Keck, representing the Stevens Point Area School District Life Skills Center, for a sign variance to construct a freestanding sign exceeding the quantity, size, and height requirements at 1201 Northpoint Drive (Parcel ID 2408-29-2100-21) with the following conditions:

1. The sign shall not exceed 5 feet.
2. The sign size shall not exceed 20 square feet in area.
3. A landscape base at least 30 square feet in size shall be installed around the sign. Landscaping shall be approved by community development department staff.
4. The design and materials of the sign shall complement the design and materials on the Life Skills Center building.
5. The sign shall conform to all other applicable requirements within the zoning ordinance, including vision triangle requirements.
6. Applicable building permits shall be obtained.
7. Minor modifications may be approved by staff.

seconded by Commissioner Brush.

Commissioner Cooper said he does not have an issue with the height of six feet, and with the boulevard the set back is fine, but feels the sign should match the building. Director Ostrowski stated there is not an issue with six feet. Alderperson Kneebone asked if there was a visibility or safety issue, to which Mayor Wiza stated no.

Motion to amend the motion by Commissioner Cooper to allow the sign to be a maximum of 6 feet high; seconded by Commissioner Kneebone. Amendment carries 5-1 with Commissioner Hoppe voting in the negative.

Vote on motion as amended to include condition change:

1. The sign shall not exceed 6 feet.

Motion carried 4-2 with Commissioner Curless and Commissioner Hoppe voting in the negative).

5. Presentation and discussion on a conceptual project review for an expansion to Ministry Saint Michael's Hospital at 824 and 900 Illinois Avenue (**Parcel ID's 2408-33-2003-15 & 2408-28-3010-25**). *This item is for discussion purposes only; no formal action will be taken.*

Director Ostrowski explained Ministry Saint Michael's Hospital is here to go over a conceptual plan for an addition to their cancer treatment center. This plan is just a concept at this time. There will be no action on this plan tonight, and the final plan will come back before the Commission for final approval.

Cherri Marti of Ministry Medical explained the renderings in the staff report are just a preliminary view to show the foot print of the structure as there are no final designs at this time.

Mike Chobanian stated he is the architect on the project and wanted to listen to what the Plan Commission would like to see for the next time the plan is brought back and so they are able to respond to the concerns of the Commission.

Commissioner Brush asked about the parking arrangements regarding this area and construction of the emergency room department as well as this project. Ms. Marti explained the new emergency room is scheduled to be completed in October this year, and at that time there will be the shift of parking back to the ramp area. Commissioner Brush asked if there was a plan to expand the ramp to which Ms. Marti stated the ramp was designed for another level, but if one was constructed it would take several parking spaces from the center area to get access to the additional level, so that is not a viable option at this time. Commissioner Brush asked about the pedestrian access, and would persons have to walk around to the other side of the structure or is there a plan for an underpass to access the building or for the pedestrians

in that area. Ms. Marti stated that can be looked into during the design. She added there is a linear accelerator at that location as well, so the addition is set off of the building to leave room for that as moving it would be a great expense. Commissioner Brush also asked if there had been any concerns with the view of the church being obstructed by the addition, to which Mayor Wiza stated he has not heard any comments.

Commissioner Curless asked if the parking lot is filled, to which Ms. Marti stated the adjacent parking lot is both for patients and staff, but the staff would be moved to the offsite parking. Commissioner Curless asked if there is still parking on Illinois Avenue, to which it was confirmed yes. Ms. Marti stated the new emergency room would have an access at the south east corner of the campus; the cancer center would have access from the interior as to control the area for safety and security and there would be a walkway from the existing area to the new addition.

Aldersperson Kneebone pointed out her concern in regards to the handicap parking currently in that area. Ms. Marti explained that there would be designated handicap parking with drop off.

Commissioner Cooper clarified the reason for not placing the building right up next to the existing structure was because of the linear accelerator and is there a possibility of relocating that. Ms. Marti stated the cost to move is extremely high, and they would like to leave room for a second linear accelerator if that is needed in the future.

Commissioner Brush pointed out the recent changes in the UW parking and current shortage and asked how the Hospital will be affected as well as the surrounding neighborhood. Ms. Marti stated they have done an internal parking study and most of the lot is patients and visitors and the northern area is designated for associates. The parking plan is to move the associate parking to the offsite location and to leave the main lot for visitors and patients. In their assessment of the parking lot, checking it 2-3 times a day there are constantly spots open for parking needs of the campus. Commissioner Brush then asked about snow storage, to which Mrs. Marti stated it is taken off site.

Mayor Wiza pointed out this is a good example of an employer being proactive and keeping parking issues at bay with the provided shuttle services. Commissioner Curless asked if they have shuttled patients, to which Ms. Marti stated they have not, but could. Aldersperson Kneebone added she has always found parking available at the hospital when needed.

Aldersperson McComb is worried about the walk way and asked if the pedestrian would have to go around the north side of the cancer center, to which Ms. Marti stated yes.

Aldersperson Ryan asked if a green roof was thought of and possibly putting that on the second floor. Ms. Marti stated the structure will be designed for expansion up if needed.

Cathy Dugan, 615 Sommers Street, stated regarding the parking lot, and the development in the 90's there was an agreement when houses were moved and the area was given for the hospital expansion that the community would be given this pedestrian walk way and the view to St. Stan's church would remain. She would like both of these preserved.

Bob Fisch, 1033 Smith Street, said the pedestrian access is important and hopes the design would consider that and make it safe.

6. **Public Hearing** - Amending the Official Street Map of the City of Stevens Point by removing Prais Street (known as the Prais Street Pedestrian Mall) between Fremont Street and Illinois Avenue.

Mayor Wiza declared the public hearing open.

Cathy Dugan, 615 Sommers Street, asked the Commission not to remove the pedestrian mall, to honor the former council, and protect the view of the church.

Bob Fisch, 1033 Smith Street, presented data from the US Census Bureau regarding Stevens Point and the percentage of persons who walk to work. He feels this is an important issue and is not in agreement with the vacation. The Commission should find a compromise for the pedestrian walk way and the hospital's addition.

Alderspersion Ryan stated it would be nice to see an option for the pedestrian and bike traffic with a suggestion of an underground access to the building without closing it off.

Alderspersion Oberstadt stated if we want to prioritize the visual line from Prais Street through this area, as a bicyclist, she tends to avoid that block between Illinois and Michigan because of serious disrepair.

Larry Lee, WSAU, pointed out several things, if there is an underground access, where is the ground water line and how deep can they dig without it being an issue, are we weighing the pedestrian bike traffic as more than the cars that are in that area, and does the view of the church outweigh the treatment and cancer center.

Attorney Beveridge recommended the Commission to answer any questions at the action portion and not the public hearing.

Barb Jacob, 1616 Depot Street, stated in looking at Ministry's plan, are we outweighing the view of the church over the treatment of cancer and feels we need to look at what is important to our community.

Mayor Wiza declared the public hearing closed.

7. Action on the above.

Cathy Dugan, 615 Sommer Street, feels that in comparing patient needs to the needs of pedestrian's is false logic and not a fair comparison.

Motion by Commissioner Cooper to amend the Official Street Map of the City of Stevens Point by removing Prais Street (known as the Prais Street Pedestrian Mall) between Fremont Street and Illinois Avenue; seconded by Mayor Wiza.

Commissioner Brush pointed out that with this amendment, there is a wall being put up between College and Fourth Avenue and closing off pedestrian traffic. He objects to this amendment.

Alderspersion Kneebone suggested putting this off for a month and having Ministry come back with other options to accommodate pedestrian traffic.

Ms. Marti pointed out by putting this off a month would delay the timeline they have in place and are hoping to break ground on this project in the fall. Ministry has looked in to the water issue and there is water flow on the north end of the lot that naturally flows down. Mayor Wiza asked about exploring the alternative, to which Ms. Marti stated they would have to move the entire vault which is extremely expensive.

Commissioner Curless asked if there is a basement under the hospital with offices, to which Ms. Marti stated there is a basement under some of the building.

Mayor Wiza is conscious of the persons who walk and bike to work, but would an additional 100-120 feet make a difference to those individuals.

Director Ostrowski explained this is just a step in the process, and the amendment to the street map and vacation of the pedestrian mall is just an initial step. Any exterior changes to Ministry do have to come before the Plan Commission and they want to have guidance on those changes.

Motion carried 6-0.

8. Vacating Prais Street (known as the Prais Street Pedestrian Mall) between Fremont Street and Illinois Avenue.

Motion by Commissioner Hoppe to vacate Prais Street (known as the Prais Street Pedestrian Mall) between Fremont Street and Illinois Avenue; seconded by Commissioner Cooper. Motion carried 6-0.

9. **Public Hearing** regarding the proposed amendment of project plan for Tax Incremental District No. 5 (See the Public Hearing Notice which was published on June 19, 2015 & June 26, 2015).

Mayor Wiza declared the public hearing open.

No one wished to speak

Mayor Wiza declared the public hearing closed.

10. **Public Hearing** regarding the proposed amendment of project plan for Tax Incremental District No. 7 (See the Public Hearing Notice which was published on June 19, 2015 & June 26, 2015).

Mayor Wiza declared the public hearing open.

No one wished to speak

Mayor Wiza declared the public hearing closed.

11. Consideration of "Resolution Approving a Project Plan Amendment for Tax Incremental District No. 5, City of Stevens Point, Wisconsin".

Motion by Commissioner Cooper to approve the "Resolution Approving a Project Plan Amendment for Tax Incremental District No. 5, City of Stevens Point, Wisconsin"; seconded by Commissioner Curless. Motion carried 6-0.

12. Consideration of "Resolution Approving a Project Plan Amendment for Tax Incremental District No. 7, City of Stevens Point, Wisconsin".

Motion by Alderperson Kneebone to approve the "Resolution Approving a Project Plan Amendment for Tax Incremental District No. 7, City of Stevens Point, Wisconsin"; seconded by Commissioner Hoppe. Motion carried 6-0.

13. Adjourn.

Meeting adjourned at 7:17 PM.